

BLOOMINGTON • MONROE COUNTY

mpo

Unified Planning Work Program

Fiscal Years
2017 & 2018

Adopted:

June 3, 2016

Amended:

November 4, 2016

ACKNOWLEDGMENT & 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.

Table of Contents

Introduction

| | |
|---|---|
| <i>Overview</i> | 4 |
| <i>MPO Organization & Composition</i> | 5 |
| <i>Planning Emphasis Areas</i> | 6 |

Budget

| | |
|--|----|
| <i>Fiscal Year 2017-2018 MPO Budget</i> | 10 |
| <i>Budget Use by Matching Agency</i> | 10 |
| <i>Object Class Budget by Funding Source</i> | 11 |
| <i>Summary Budget by Funding Source</i> | 12 |
| <i>Contract Service Agreements</i> | 13 |

Work Elements

| | | |
|-----|--|----|
| 100 | <i>Administration & Public Participation</i> | 15 |
| 200 | <i>Data Collection & Analysis</i> | 21 |
| 300 | <i>Short Range Planning & Management Systems</i> | 25 |
| 400 | <i>Long Range Planning</i> | 33 |
| 500 | <i>Transit & Active Transportation</i> | 37 |
| 600 | <i>Other Planning Initiatives & Special Projects</i> | 43 |

Appendices

| | | |
|---|--|----|
| A | <i>MPO Committee Membership</i> | 47 |
| B | <i>Transit Operator Local Match Assurance</i> | 53 |
| C | <i>Abbreviations</i> | 55 |
| D | <i>BMCMPO Metropolitan Planning Area Map</i> | 57 |
| E | <i>Planning Emphasis Areas</i> | 59 |
| F | <i>Adoption Resolution & Approval Letter</i> | 63 |

This page intentionally left blank.

Introduction

Overview

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 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, which are to be funded by the FHWA and/or FTA.

Federal transportation policy and programs relating to MPOs are guided by Moving Ahead for Progress in the 21st Century (MAP-21), the Federal legislation that succeeded the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A legacy for Users (SAFETEA – LU) in 2012. MAP-21 provides eight planning factors that guide the programs and policies of all MPOs:

1. **Economic Vitality:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. **Safety:** Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security:** Increase the security of the transportation system for motorized and non-motorized users;
4. **Mobility:** Increase accessibility and mobility of people and freight;
5. **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;
6. **System Integration:** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. **System Management:** Promote efficient system management and operation; and
8. **System Preservation:** Emphasize the preservation of the existing transportation system.

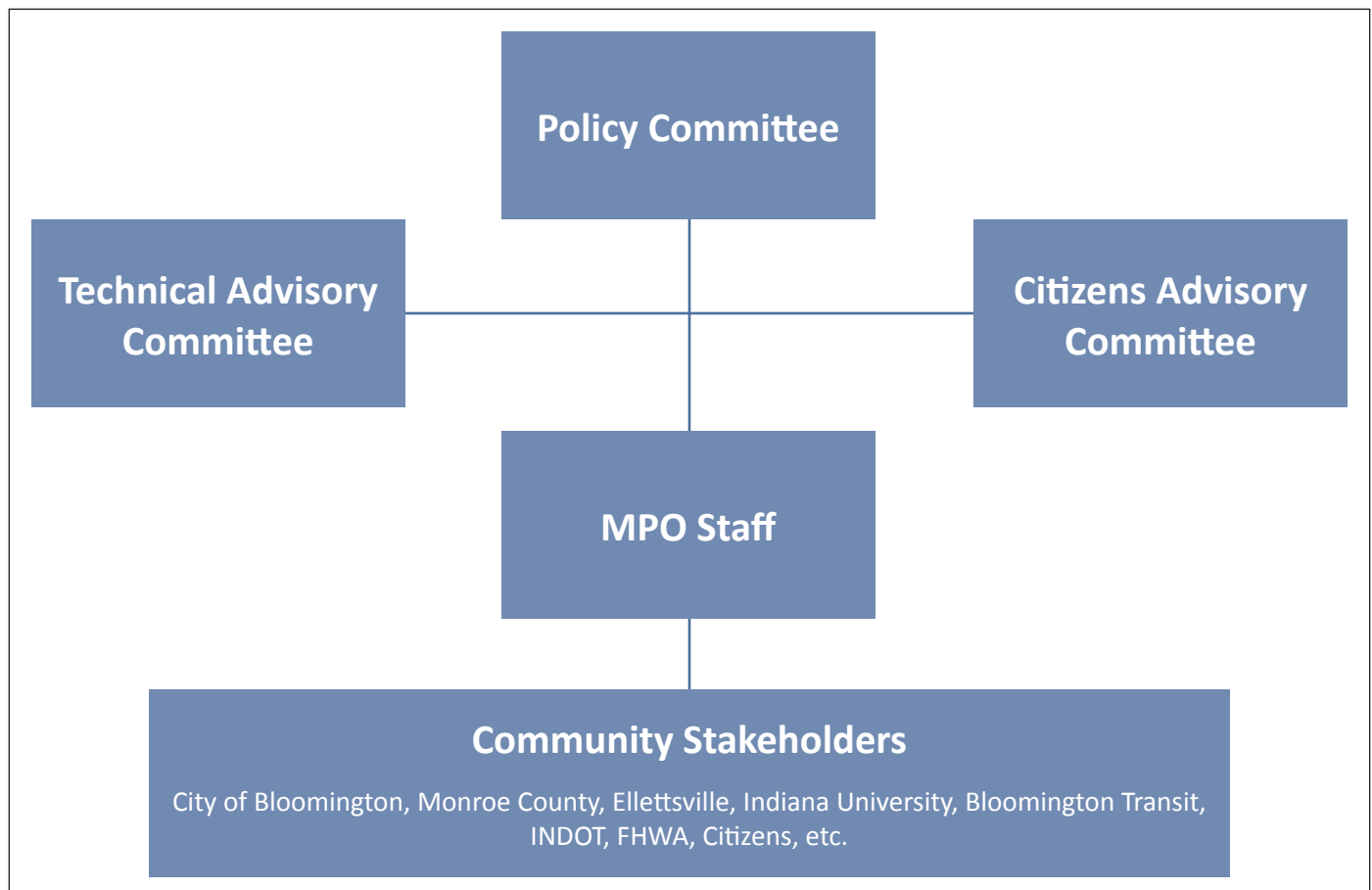
One of the requirements of the urban transportation planning process for an MPO involves the development of a Unified Planning Work Program (UPWP), which describes all planning activities that are anticipated in the urbanized area over the next programming year. The UPWP also documents the work that will be performed with federal planning funds. The FY 2017-2018 UPWP is intended to satisfy the Bloomington metropolitan planning area's work program requirement for Fiscal Years 2017 and 2018 (July 1, 2016 to June 30, 2018).

MPO Organization & Composition

The Bloomington/Monroe County MPO is consists 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 provides for close communication between key policy/decision makers, the technical planning staff, and citizen representatives. Detailed listings of membership for the three committees are provided in Appendix A.

The MPO Staff maintains close working relationships with City of Bloomington, Monroe County, and 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 Transit Administration (FTA), and the Federal Highway Administration (FHWA).



Planning Emphasis Areas

In addition to the general planning factors discussed previously, the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Indiana Department of Transportation (INDOT) annually issue a set of Planning Emphasis Areas (PEAs) to Indiana MPOs. These PEAs prioritize key tasks and policies for implementation by MPOs in their Unified Planning Work Programs. The fulfillment of these tasks and policies helps to implement the provisions of MAP-21. The Planning Emphasis Areas that have been provided for the FY 2017-2018 UPWP are summarized below.

Title VI Program Management

MPOs are asked to ensure that their 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 are expected to monitor Title VI status going forward and to move toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients. The BMCMPPO will address this PEA through Element 601 of the UPWP.

Ladders of Opportunity

The MPO must, as part of the planning process, identify transportation connectivity gaps in access to essential services. These essential services include housing, employment, health care, schools/education, and recreation. Identification of these deficiencies could be done through the creation of performance measures used to specifically measure such gaps. This has been accomplished to some extent through the Coordinate Human Services Public Transit Plan (Work Element 602) and will take another step forward through the development of the new 2040 Metropolitan Transportation Plan (Work Element 401).

Performance-Based Planning Measures & Targets

This PEA emphasizes the transition that all MPOs must make to performance-based planning and programming. MAP-21 requires the development of performance measures on the national, state and MPO level. MPOs must create systems of planning and programming that direct local efforts to achieving established performance measures. The BMCMPPO will address this first through the development of the 2040 Metropolitan Transportation Plan (Work Element 401), expected to be completed by the end of FY 2017. The guidance from that plan will then be implemented through the MPO's planning and programming operations.

Programming of HSIP Funds

A renewed emphasis must be placed on programming HSIP funding for low cost systemic projects as well as for safety planning activities. The MPO should encourage and assist the LPAs in identifying such projects and developing them through the Federal aid process. This will occur as part of the MPOs administration of HSIP funds (Work Element 302) These projects should focus on addressing the causes of crashes on a system-wide basis rather than simply making infrastructure improvements to the location of crashes. FHWA and INDOT will provide MPOs with eligible project types for this purpose. In addition, up to 15% of the MPOs HSIP allocation may be programmed for planning purposes for activities like Road Safety Audits.

This page intentionally left blank.

Budget

FISCAL YEAR 2017-2018 MPO BUDGET

The Bloomington/Monroe County MPO has an estimated \$757,441 available from the Federal Highway Administration and Federal Transit Administration for programming in Fiscal Years 2017 and 2018. These funds are available on a 20% local match basis, thereby requiring a total local match assurance of \$189,360 should all funds be used. The combined total of federal assistance and local match that may be used for programming in the FY 2017-2018 UPWP is \$946,801. This budget is split between the two Fiscal Years, with \$618,987 allocated for FY 2017 and \$327,815 allocated for FY 2018.

FUND USE BY MATCHING AGENCY

The table below summarizes FY 2017-2018 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). The CSA column shows funds identified for use by partner agencies through Contract Service Agreements. More detailed breakdowns of each work element are provided in later sections of this document.

| Work Element | MPO Staff | BT | Cons/Supp | CSA | Total | |
|--------------|---|-----------|-----------|----------|----------|-----------|
| 100 | Administration & Public Participation | | | | | |
| | FY 2017 | \$209,373 | \$0 | \$4,550 | \$0 | \$213,923 |
| | FY 2018 | \$106,484 | \$0 | \$2,610 | \$0 | \$109,094 |
| 200 | Data Collection & Analysis | | | | | |
| | FY 2017 | \$71,783 | \$0 | \$0 | \$15,000 | \$86,783 |
| | FY 2018 | \$29,818 | \$0 | \$0 | \$13,000 | \$42,818 |
| 300 | Short Range Planning & Management Systems | | | | | |
| | FY 2017 | \$134,320 | \$0 | \$0 | \$29,000 | \$163,320 |
| | FY 2018 | \$50,271 | \$0 | \$0 | \$23,000 | \$73,271 |
| 400 | Long Range Planning | | | | | |
| | FY 2017 | \$73,928 | \$0 | \$1,200 | \$0 | \$75,128 |
| | FY 2018 | \$0 | \$0 | \$1,000 | \$0 | \$1,000 |
| 500 | Transit & Active Transportation | | | | | |
| | FY 2017 | \$46,961 | \$4,000 | \$3,098 | \$0 | \$54,059 |
| | FY 2018 | \$29,405 | \$63,300 | \$1,636 | \$0 | \$94,341 |
| 600 | Other Planning Initiatives & Special Projects | | | | | |
| | FY 2017 | \$25,773 | \$0 | \$0 | \$0 | \$25,773 |
| | FY 2018 | \$7,290 | \$0 | \$0 | \$0 | \$7,290 |
| | TOTAL | | | | | |
| | FY 2017 | \$562,139 | \$4,000 | \$8,848 | \$44,000 | \$618,987 |
| | FY 2018 | \$223,269 | \$63,300 | \$5,246 | \$36,000 | \$327,815 |
| | TOTAL | \$785,407 | \$67,300 | \$14,094 | \$80,000 | \$946,801 |

OBJECT CLASS BUDGET BY FUNDING SOURCE

The table below summarizes FY 2017-2018 funding allocations by object class and funding source. Fringe and Indirect expenses are calculated based on the rates provided in the FY 2017 Cost Allocation Plan. As with the previous table, funding allocations for MPO Staff, Bloomington Transit, Consultants/Other, and CSA 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 | Local | Total |
|------------------------------------|----------------|-----------|-----------|-----------|
| Direct Chargeable Salary | | | | |
| | <i>FY 2017</i> | \$223,837 | \$55,959 | \$279,796 |
| | <i>FY 2018</i> | \$88,903 | \$22,226 | \$111,129 |
| Fringe Expenses | | | | |
| | <i>FY 2017</i> | \$183,434 | \$45,859 | \$229,293 |
| | <i>FY 2018</i> | \$72,856 | \$18,214 | \$91,070 |
| Indirect Expenses | | | | |
| | <i>FY 2017</i> | \$42,439 | \$10,610 | \$53,049 |
| | <i>FY 2018</i> | \$16,856 | \$4,214 | \$21,070 |
| Bloomington Transit | | | | |
| | <i>FY 2017</i> | \$3,200 | \$800 | \$4,000 |
| | <i>FY 2018</i> | \$50,640 | \$12,660 | \$63,300 |
| Consultants/Supplies | | | | |
| | <i>FY 2017</i> | \$7,078 | \$1,770 | \$8,848 |
| | <i>FY 2018</i> | \$4,197 | \$1,049 | \$5,246 |
| Contract Service Agreements | | | | |
| | <i>FY 2017</i> | \$35,200 | \$8,800 | \$44,000 |
| | <i>FY 2018</i> | \$28,800 | \$7,200 | \$36,000 |
| TOTAL | | | | |
| <i>FY 2017</i> | | \$495,189 | \$123,797 | \$618,987 |
| <i>FY 2018</i> | | \$262,252 | \$65,563 | \$327,815 |
| <i>TOTAL</i> | | \$757,441 | \$189,360 | \$946,801 |

SUMMARY BUDGET BY FUNDING SOURCE

The table below summarizes the FY 2017-2018 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 2017 and 2018 funding allocations fall within the total available funding noted previously.

| Work Element | | Federal | Local | Total |
|--------------|--|------------------|------------------|------------------|
| 100 | Administration & Public Participation | | | |
| | <i>FY 2017</i> | \$171,139 | \$42,785 | \$213,923 |
| | <i>FY 2018</i> | \$87,275 | \$21,819 | \$109,094 |
| 200 | Data Collection & Analysis | | | |
| | <i>FY 2017</i> | \$69,427 | \$17,357 | \$86,783 |
| | <i>FY 2018</i> | \$34,254 | \$8,564 | \$42,818 |
| 300 | Short Range Planning & Management Systems | | | |
| | <i>FY 2017</i> | \$130,656 | \$32,664 | \$163,320 |
| | <i>FY 2018</i> | \$58,617 | \$14,654 | \$73,271 |
| 400 | Long Range Planning | | | |
| | <i>FY 2017</i> | \$60,102 | \$15,026 | \$75,128 |
| | <i>FY 2018</i> | \$800 | \$200 | \$1,000 |
| 500 | Transit & Active Transportation | | | |
| | <i>FY 2017</i> | \$43,247 | \$10,812 | \$54,059 |
| | <i>FY 2018</i> | \$75,473 | \$18,868 | \$94,341 |
| 600 | Other Planning Initiatives & Special Projects | | | |
| | <i>FY 2017</i> | \$20,618 | \$5,155 | \$25,773 |
| | <i>FY 2018</i> | \$5,832 | \$1,458 | \$7,290 |
| | TOTAL | | | |
| | <i>FY 2017</i> | \$495,189 | \$123,797 | \$618,987 |
| | <i>FY 2018</i> | \$262,252 | \$65,563 | \$327,815 |
| | TOTAL | \$757,441 | \$189,360 | \$946,801 |

CONTRACT SERVICE AGREEMENTS

The Bloomington/Monroe County Metropolitan Planning Organization enters into annual Contract Service Agreements (CSA) with the City of Bloomington Public Works Department, the Town of Ellettsville, and the Monroe County Highway Department in order to assist with the completion of certain UPWP work elements. Each CSA provides a mechanism for coordination and ensures that 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 paying all costs detailed within a CSA and is reimbursed up to a maximum of 80% of federal aid eligible costs. The table below summarizes the funding allocated to CSAs for each local agency within the MPO.

| Agency | | Federal | Local | Total |
|-----------------------------|----------------|----------|----------|----------|
| City of Bloomington | | | | |
| | <i>FY 2017</i> | \$15,200 | \$3,800 | \$19,000 |
| | <i>FY 2018</i> | \$13,600 | \$3,400 | \$17,000 |
| Monroe County | | | | |
| | <i>FY 2017</i> | \$8,800 | \$2,200 | \$11,000 |
| | <i>FY 2018</i> | \$7,200 | \$1,800 | \$9,000 |
| Town of Ellettsville | | | | |
| | <i>FY 2017</i> | \$11,200 | \$2,800 | \$14,000 |
| | <i>FY 2018</i> | \$8,000 | \$2,000 | \$10,000 |
| TOTAL | | | | |
| <i>FY 2015</i> | | \$35,200 | \$8,800 | \$44,000 |
| <i>FY 2016</i> | | \$28,800 | \$7,200 | \$36,000 |
| <i>TOTAL</i> | | \$64,000 | \$16,000 | \$80,000 |

This page intentionally left blank.

Work Elements

ADMINISTRATION & PUBLIC PARTICIPATION

100

101 Intergovernmental Coordination

MPO 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 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. MPO staff will attend 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 was completed in May 2011. This puts the MPO on schedule for the next review to occur in calendar year 2016.

Responsible Agency and End Product(s)

- A. MPO Staff to conduct up to 10 Policy Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- B. MPO Staff to conduct up to 10 Technical Advisory Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- C. MPO Staff to conduct up to 10 Citizens Advisory Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- D. MPO Staff to attend up to 12 MPO Council monthly meetings per fiscal year. *[Estimated Completion: Monthly]*
- E. MPO Staff to participate in Federal MPO Certification Review *[Estimated Completion: Q4/FY17]*

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 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.

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2017-2018 UPWP. Quarterly progress reports, billing statements, and the financial status of the FY 2017-2018 UPWP will be provided to the Policy Committee and to the member agencies to update the progress of all MPO activities that have occurred pursuant to the completion of the UPWP.

Responsible Agency and End Product(s)

- A. MPO Staff to develop amendment(s) to FY 2017-2018 Unified Planning Work Program (UPWP). *[Estimated Completion: Q4/FY17]*
- B. MPO Staff to develop FY 2019-2020 Unified Planning Work Program (UPWP). *[Estimated Completion: Q4/FY18]*
- C. MPO Staff to develop the Cost Allocation Plan as part of the FY 2019-2020 UPWP. *[Estimated Completion: Q3/FY18]*
- D. MPO Staff to prepare and submit the FY 2016 Annual Completion Report to INDOT. *[Estimated Completion: Q1/FY17]*
- E. MPO Staff to prepare and submit the FY 2017 Annual Completion Report to INDOT. *[Estimated Completion: Q1/FY18]*
- F. MPO Staff to prepare and submit the FY 2017 Self Certification Review Statement to INDOT/FHWA/FTA representatives. *[Estimated Completion: Q4/FY17, with TIP]*
- G. MPO Staff to prepare and submit the FY 2018 Self Certification Review Statement to INDOT/FHWA/FTA representatives. *[Estimated Completion: Q4/FY18, with TIP]*
- H. MPO Staff to prepare and submit 8 quarterly progress reports to INDOT for review. *[Estimated Completion: Quarterly]*
- I. MPO Staff to prepare and submit 8 quarterly billing statements to INDOT for reimbursement. *[Estimated Completion: Quarterly]*

103 Staff Training and Education

The on-going 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 Product(s)

- A. MPO Staff to attend the annual Indiana MPO Conference. *[Estimated Completion: Annually]*
- B. MPO Staff to attend the annual Purdue Road School. *[Estimated Completion: Annually]*
- C. MPO Staff to renew professional membership dues to the American Planning Association and other relevant professional organizations. *[Estimated Completion: On-going]*
- D. 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, the Urban Land Institute, and Institute of Transportation Engineers. *[Estimated Completion: On-going]*

104 Public Outreach

The MPO will continue to implement its Public Participation Plan (PPP), last updated in 2011, to ensure that appropriate public participation occurs for all MPO activities and programs. 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 web site (a subsection of the City of Bloomington web site) 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 Product(s)

- A. MPO Staff to post MPO Committee agendas, minutes, and MPO documents on-line. *[Estimated Completion: On-going]*
- B. MPO Staff to implement all procedures required to ensure compliance with the MPO's Public Participation Process. *[Estimated Completion: On-going]*
- C. 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: On-going]*
- D. MPO Staff to employ alternative methods of outreach (e.g. social media) to better engage the public. *[Estimated Completion: On-going]*

Work Element 100 Budget

| Task | | FY 2017 | FY 2018 | Total |
|---------------------|--------------------------------|-----------|-----------|-----------|
| 101 | Intergovernmental Coordination | | | |
| | Federal Share | \$94,282 | \$41,687 | \$135,969 |
| | Local Share | \$23,571 | \$10,422 | \$33,992 |
| | Total | \$117,853 | \$52,108 | \$169,961 |
| 102 | Unified Planning Work Program | | | |
| | Federal Share | \$28,244 | \$17,730 | \$45,975 |
| | Local Share | \$7,061 | \$4,433 | \$11,494 |
| | Total | \$35,305 | \$22,163 | \$57,468 |
| 103 | Staff Training & Education | | | |
| | Federal Share | \$26,448 | \$17,256 | \$43,704 |
| | Local Share | \$6,612 | \$4,314 | \$10,926 |
| | Total | \$33,060 | \$21,570 | \$54,630 |
| 104 | Public Outreach | | | |
| | Federal Share | \$22,164 | \$10,602 | \$32,766 |
| | Local Share | \$5,541 | \$2,651 | \$8,192 |
| | Total | \$27,705 | \$13,253 | \$40,958 |
| TOTAL FEDERAL SHARE | | \$171,139 | \$87,275 | \$258,414 |
| TOTAL LOCAL SHARE | | \$42,785 | \$21,819 | \$64,603 |
| TOTAL | | \$213,923 | \$109,094 | \$323,017 |

Work Elements

DATA COLLECTION & ANALYSIS

200

201 Traffic Volume Counting

The MPO staff, in conjunction with 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. 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. Bloomington Planning & Transportation 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.

Responsible Agency and End Product(s):

- A. City of Bloomington Planning & Transportation Staff to perform approximately 150 coverage counts [*Estimated Completion: Annually*]
- B. Town of Ellettsville staff to perform approximately 80 coverage counts [*Estimated Completion: Annually*]
- C. City of Bloomington Planning & Transportation Staff to perform one-third of the required HPMS traffic counts for INDOT [*Estimated Completion: Annually*]
- D. City of Bloomington Planning & Transportation Staff to purchase traffic counting equipment, software and supplies to support annual traffic counting program needs [*Estimated Completion: As needed*]

202 Annual Crash Report

The Bloomington/Monroe County MPO produces an Annual Crash Report. The report identifies hazardous intersections and corridors within the MPO study area. 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 is also 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):

- A. MPO Staff to produce the Calendar Years 2014-2016 Crash Report [*Estimated Completion: Q4/FY17*]
- B. MPO Staff to produce the Calendar Years 2015-2017 Crash Report [*Estimated Completion: Q4/FY18*]

Work Element 200 Budget

| Task | | FY 2017 | FY 2018 | Total |
|---------------------|-------------------------|----------|----------|-----------|
| 201 | Traffic Volume Counting | | | |
| | Federal Share | \$57,520 | \$29,221 | \$86,741 |
| | Local Share | \$14,380 | \$7,305 | \$21,685 |
| | Total | \$71,900 | \$36,526 | \$108,426 |
| 202 | Annual Crash Report | | | |
| | Federal Share | \$11,906 | \$5,034 | \$16,940 |
| | Local Share | \$2,977 | \$1,258 | \$4,235 |
| | Total | \$14,883 | \$6,292 | \$21,175 |
| TOTAL FEDERAL SHARE | | \$69,427 | \$34,254 | \$103,681 |
| TOTAL LOCAL SHARE | | \$17,357 | \$8,564 | \$25,920 |
| TOTAL | | \$86,783 | \$42,818 | \$129,601 |

Work Elements

SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

300

301 Transportation Improvement Program (TIP)

The development 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 be fiscally constrained for inclusion within the Indiana Statewide Transportation Improvement Program (INSTIP) prepared by the Indiana Department of Transportation (INDOT). The MPO will coordinate with its LPAs to develop and administer a valid TIP on an on-going basis. This includes processing required amendments, managing a Quarterly Project Tracking program, assisting with LPAs with Red Flag Investigations, and other activities as outlined below. The MPO will work with INDOT and the LPAs to develop best practices for project scheduling and cost estimation.

Responsible Agency and End Product(s)

- A. MPO Staff, in concert with Local Public Agencies, to develop the Fiscal Years 2018-2021 Transportation Improvement Program. *[Estimated Completion: Q4/FY15]*
- B. MPO Staff to administer the TIP through coordination with LPAs, management of the Change Order Policy, and processing of TIP amendments as needed. *[Estimated Completion: On-going]*
- C. MPO Staff to assist LPAs with development of Red Flag Investigations for new transportation projects to be added to the TIP. *[Estimated Completion: On-going]*
- D. 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]*
- E. MPO Staff to produce the Fiscal Year 2016 Annual List of Obligated Projects *[Estimated Completion: Q1/FY17]*
- F. MPO Staff to produce the Fiscal Year 2017 Annual List of Obligated Projects *[Estimated Completion: Q1/FY18]*
- G. MPO Staff to attend City Projects Team meetings for interagency coordination and participation. *[Estimated Completion: Monthly]*

302 Highway Safety Improvement Program (HSIP)

The Bloomington/Monroe County MPO has established a local Highway Safety Improvement Program (HSIP) in compliance with MAP-21 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. 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 be sought to program HSIP funds for planning purposes, such as Road Safety Audits.

Responsible Agency and End Product(s)

- A. MPO Staff to administer the FY 2018 HSIP funding call for projects.
[Estimated Completion: Q2/FY17]
- B. MPO Staff to administer the FY 2019 HSIP funding call for projects.
[Estimated Completion: Q2/FY18]

FY 2017 PEA

See Appendix E for detailed requirements.

303 Transportation Alternatives Program (TAP)

The Bloomington/Monroe County MPO has an established local Transportation Enhancement (TE) program in compliance with SAFETEA-LU and the directives of INDOT. With the adoption of the new MAP-21 legislation, this program will be revised to reflect the new Transportation Alternatives (TA) program that replaced Transportation Enhancements. Going forward, staff will administer procedures whereby appropriate projects will be solicited from LPAs and TA funding will be awarded depending on project compliance with TA selection criteria.

Responsible Agency and End Product(s)

- A. MPO Staff to administer the FY 2018 TAP funding call for projects. *[Estimated Completion: Q2/FY17]*
- B. MPO Staff to administer the FY 2019 TAP funding call for projects. *[Estimated Completion: Q2/FY18]*

304 Infrastructure Management Systems

The BMCMPPO has historically supported the efforts of its LPAs to establish and maintain robust asset management systems. 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 be continuously updated to maintain the quality of their data and to ensure that the most recent conditions are reflected.

Responsible Agency and End Product(s):

- A. City of Bloomington to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, Annually]*
- B. Monroe County to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, Annually]*
- C. Town of Ellettsville to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, 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 Urban 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 will be made as needed 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):

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

Work Element 300 Budget

SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

| | Task | FY 2017 | FY 2018 | Total |
|------------|--|------------------|-----------------|------------------|
| 301 | Transportation Improvement Program | | | |
| | <i>Federal Share</i> | \$73,074 | \$24,399 | \$97,473 |
| | <i>Local Share</i> | \$18,268 | \$6,100 | \$24,368 |
| | Total | \$91,342 | \$30,499 | \$121,841 |
| 302 | Highway Safety Improvement Program | | | |
| | <i>Federal Share</i> | \$14,257 | \$6,732 | \$20,989 |
| | <i>Local Share</i> | \$3,564 | \$1,683 | \$5,247 |
| | Total | \$17,822 | \$8,415 | \$26,237 |
| 303 | Transportation Alternatives Program | | | |
| | <i>Federal Share</i> | \$15,819 | \$6,395 | \$22,214 |
| | <i>Local Share</i> | \$3,955 | \$1,599 | \$5,554 |
| | Total | \$19,774 | \$7,994 | \$27,768 |
| 304 | Infrastructure Management Systems | | | |
| | <i>Federal Share</i> | \$26,429 | \$20,015 | \$46,444 |
| | <i>Local Share</i> | \$6,607 | \$5,004 | \$11,611 |
| | Total | \$33,037 | \$25,018 | \$58,055 |
| 305 | ITS Architecture Maintenance | | | |
| | <i>Federal Share</i> | \$1,076 | \$1,076 | \$2,153 |
| | <i>Local Share</i> | \$269 | \$269 | \$538 |
| | Total | \$1,346 | \$1,346 | \$2,691 |
| | TOTAL FEDERAL SHARE | \$130,656 | \$58,617 | \$189,273 |
| | TOTAL LOCAL SHARE | \$32,664 | \$14,654 | \$47,318 |
| | TOTAL | \$163,320 | \$73,271 | \$236,591 |

This page intentionally left blank.

Work Elements

LONG RANGE PLANNING

400

FY 2017 PEA

*See Appendix
E for detailed
requirements.*

401 2040 Metropolitan Transportation Plan (MTP)

Federal requirements mandate that the Metropolitan Transportation Plan (MTP) maintain a 20 year time horizon. The MPO is currently developing a new 2040 Metropolitan Transportation Plan. MPO staff began the update process during FY 2011 and expects to complete it in FY 2016. The new MTP will include a complete update of the BMCMPPO Travel Demand Model, done with the assistance of a consultant. Public input will be a significant component of the plan's development. The plan will look beyond automobile travel needs to encompass all modes of travel in its evaluation of long-term transportation needs for the region.

The BMCMPPO Travel Demand Model (TDM) is built using TransCAD modeling software. This software requires an annual license fee that pays for software support and periodic upgrades.

Responsible Agency and End Product(s)

- A. MPO Staff, with consultant assistance, to develop the 2040 Metropolitan Transportation Plan. *[Estimated Completion: Q4/FY17]*
- B. MPO to pay annual TransCAD license fees. *[Estimated Completion: Annually]*

Work Element 400 Budget

LONG RANGE PLANNING

| Task | | FY 2017 | FY 2018 | Total |
|----------------------------|---------------------------------------|-----------------|----------------|-----------------|
| 401 | 2040 Metropolitan Transportation Plan | | | |
| | <i>Federal Share</i> | \$60,102 | \$800 | \$60,902 |
| | <i>Local Share</i> | \$15,026 | \$200 | \$15,226 |
| | <i>Total</i> | \$75,128 | \$1,000 | \$76,128 |
| <i>TOTAL FEDERAL SHARE</i> | | \$60,102 | \$800 | \$60,902 |
| <i>TOTAL LOCAL SHARE</i> | | \$15,026 | \$200 | \$15,226 |
| <i>TOTAL</i> | | \$75,128 | \$1,000 | \$76,128 |

This page intentionally left blank.

Work Elements

TRANSIT & ACTIVE TRANSPORTATION

500

501 Bicycle & Pedestrian 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. One MPO staff member is 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.

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.

Responsible Agency and End Product(s):

- A. 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. *[Estimated Completion: Monthly]*
- B. 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. *[Estimated Completion: On-going, 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.

The MPO Staff works with the Bloomington Public Works Department to maintain a GIS sidewalk inventory. This inventory identifies missing sidewalk segments and helps to prioritize sidewalk improvement projects. The sidewalk inventory incorporates sidewalk data on condition, width, and ADA compliance for integration into asset management software.

Responsible Agency and End Product(s):

- A. MPO Staff to conduct seven-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. *[Estimated Completion: Q4/FY17, Q4/FY18]*
- B. MPO Staff to report on the results of the seasonal coverage counts conducted under Element 502(A). *[Estimated Completion: Q4/FY17, Q4/FY18]*
- C. MPO Staff to produce annual Sidewalk Project Prioritization Report *[Estimated Completion: Q4/FY17, Q4/FY18]*

503 Bloomington Transit Studies

In the coming fiscal years, Bloomington Transit will be required to prepare certain plans and studies as mandated by Federal authorities. The implementation of performance measures as required by MAP-21 will necessitate the completion of two specific studies by Bloomington Transit. The first is an Asset Management Plan that sets a foundation for managing the service's fleet and operations infrastructure in the future. The second is a Safety Plan that provides policy and operational guidance for protecting the safety of Bloomington Transit customers and employees. Both of these plans will be produced with the assistance of planning consultants.

Responsible Agency and End Product(s):

- A. Bloomington Transit to produce an Asset Management Plan with the assistance of a consultant. *[Estimated Completion: Q4/FY18]*
- B. Bloomington Transit to produce a Safety Plan with the assistance of a consultant. *[Estimated Completion: Q4/FY18]*

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.

Responsible Agency and End Product(s):

- A. Bloomington Transit to collect operating data required for estimates of annual passenger miles. *[Estimated Completion: Annually]*
- B. 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

| Task | | FY 2017 | FY 2018 | Total |
|----------------------------|--|-----------------|-----------------|------------------|
| 501 | Bicycle & Pedestrian Coordination | | | |
| | <i>Federal Share</i> | \$22,581 | \$14,438 | \$37,019 |
| | <i>Local Share</i> | \$5,645 | \$3,610 | \$9,255 |
| | Total | \$28,226 | \$18,048 | \$46,274 |
| 502 | Bicycle/Pedestrian Counts | | | |
| | <i>Federal Share</i> | \$17,466 | \$10,395 | \$27,861 |
| | <i>Local Share</i> | \$4,367 | \$2,599 | \$6,965 |
| | Total | \$21,833 | \$12,993 | \$34,826 |
| 503 | Bloomington Transit Studies | | | |
| | <i>Federal Share</i> | \$0 | \$48,000 | \$48,000 |
| | <i>Local Share</i> | \$0 | \$12,000 | \$12,000 |
| | Total | \$0 | \$60,000 | \$60,000 |
| 504 | Transit Ridership Counts | | | |
| | <i>Federal Share</i> | \$3,200 | \$2,640 | \$5,840 |
| | <i>Local Share</i> | \$800 | \$660 | \$1,460 |
| | Total | \$4,000 | \$3,300 | \$7,300 |
| TOTAL FEDERAL SHARE | | \$43,247 | \$75,473 | \$118,720 |
| TOTAL LOCAL SHARE | | \$10,812 | \$18,868 | \$29,680 |
| TOTAL | | \$54,059 | \$94,341 | \$148,400 |

Work Elements

OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

600

FY 2017 PEA

*See Appendix
E for detailed
requirements.*

601 Title VI Plans

MPOs are asked to ensure that their 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 are expected to monitor Title VI status going forward and to move toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

Responsible Agency and End Product(s):

- A. MPO Staff to assist LPAs in complying with Title VI as part of TIP development process and in the development of Title VI Plans as needed.
[Estimated Completion: Q4/FY18]

602 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. MAP-21 has since eliminated those programs, but their eligible activities have been incorporated into the 5307 Urban Formula Grant Program. Certain eligibilities are also included in the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant 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 originally completed in 2007. A significant update to this plan was completed in February 2012. This update expanded the list of eligible transportation providers, identified new transportation needs in the community, and provided new strategies for addressing those needs. In Fiscal Years 2017 and 2018, 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):

- A. MPO Staff to assist local transit and human services providers with the implementation of projects specified in the Coordinated Human Services Public Transit Plan. *[Estimated Completion: As needed]*

FY 2017 PEA

See Appendix E for detailed requirements.

OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

Work Element 600 Budget

| Task | | FY 2017 | FY 2018 | Total |
|----------------------------|--|-----------------|----------------|-----------------|
| 601 | Title VI Plans | | | |
| | <i>Federal Share</i> | \$10,309 | \$3,098 | \$13,407 |
| | <i>Local Share</i> | \$2,577 | \$774 | \$3,352 |
| | Total | \$12,887 | \$3,872 | \$16,759 |
| 602 | Coordinated Human Services Public Transit Plan | | | |
| | <i>Federal Share</i> | \$10,309 | \$2,734 | \$13,043 |
| | <i>Local Share</i> | \$2,577 | \$684 | \$3,261 |
| | Total | \$12,887 | \$3,418 | \$16,304 |
| TOTAL FEDERAL SHARE | | \$20,618 | \$5,832 | \$26,450 |
| TOTAL LOCAL SHARE | | \$5,155 | \$1,458 | \$6,613 |
| TOTAL | | \$25,773 | \$7,290 | \$33,063 |

Appendix A

MPO COMMITTEE MEMBERSHIP

MPO Committee Membership

Policy Committee

| Member | 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 |
| John Hamilton | Mayor | City of Bloomington |
| Andy Ruff | Common Council Member | City of Bloomington |
| Adam Wason | Director of Public Works | City of Bloomington |
| Jason Banach | Director of Real Estate | Indiana University |
| Patrick Stoffers | County Commissioner | Monroe County |
| Geoff McKim | County Council Member | Monroe County |
| Richard Martin | President, Plan Commission | Monroe County |
| Lisa Ridge | Director of Highways | Monroe County |
| Kevin Tolloty | Town Council Member (<i>Designee</i>) | Town of Ellettsville |
| Sarah Ryterband | Chair, Citizens Advisory Com. | Citizens Advisory Committee |
| Tony McClellan | Deputy Commissioner | INDOT Seymour District |
| Jermain Hannon | Administrator, Indiana Division (<i>Acting</i>) | Federal Highway Administration (<i>non-voting</i>) |
| Marisol Simon | Administrator, Region V | Federal Transit Administration (<i>non-voting</i>) |

MPO Committee Membership (cont.)

Technical Advisory Committee

| Member | Title | Representing |
|-------------------------------|---|--|
| Andrew Cibor, <i>Chair</i> | Transportation & Traffic Engineer | City of Bloomington |
| Jane Fleig, <i>Vice Chair</i> | Assistant Engineer, Utilities Department | City of Bloomington |
| Lew May | General Manager | Bloomington Transit |
| David Walter | Vice Chair, CAC | Citizens Advisory Committee |
| Dave Williams | Director of Operations, Parks Department | City of Bloomington |
| Christy Langley | Director, Planning & Transportation Dept. | City of Bloomington |
| Jeff Underwood | Controller | City of Bloomington |
| Laura Haley | GIS Coordinator | City of Bloomington |
| Joe VanDeventer | Assistant Street Superintendent | City of Bloomington |
| Steve Saulter | Auditor | Monroe County |
| Chuck Stephenson | Administrator, Parks Department | Monroe County |
| Larry Wilson | Director, Planning Department | Monroe County |
| Kurt Babcock | GIS Coordinator | Monroe County |
| S. Bruce Payton | Executive Director, Monroe County Airport | Monroe County Airport |
| Chris Ciolli | Director of Building Operations | Monroe County Community Schools Corp. |
| Mike Wilcox | Superintendent | Richland-Bean Blossom Comm. Schools Corp. |
| Amy Leyenbeck | Manager | Rural Transit |
| Mike Cornman | Street Department | Town of Ellettsville |
| Kevin Tolloty | Director, Planning Department | Town of Ellettsville |
| Perry Maull | Operations Director, IU Transportation | Indiana University |
| John Collison | Assistant Highways Director | Monroe County |
| Jim Ude | District Planning & Programming Director | Indiana Department of Transportation |
| Emmanuel Nsonwu | Transportation Planner/MPO Liaison | Indiana Department of Transportation |
| Brian Jones | Project Manager, Transit | Indiana Department of Transportation |
| Reggie Arkell | Region 5 | Federal Transit Administration (<i>non-voting</i>) |
| Michelle Allen | Indiana Division | Federal Highway Administration (<i>non-voting</i>) |

MPO Committee Membership (cont.)

Citizens Advisory Committee

| Member | Representing |
|---------------------------------|---|
| Sarah Ryterband, <i>Chair</i> | Prospect Hill Neighborhood |
| David Walter, <i>Vice Chair</i> | Sixth & Ritter Neighborhood |
| Paul Ash | McDoel Gardens Neighborhood |
| Jack Baker | McDoel Gardens Neighborhood |
| Laurel Cornell | Prospect Hill Neighborhood |
| Mary Jane Hall | Bloomington Board of Realtors |
| Lillian Henegar | Citizen |
| Larry Jacobs | Greater Bloomington Chamber of Commerce |
| Joan Keeler | Citizen |
| | |

MPO Committee Membership (cont.)

MPO Staff

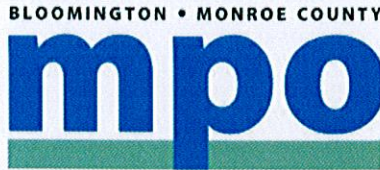
| Name | Position |
|----------------------|-----------------------------------|
| Joshua Desmond, AICP | MPO Director |
| Scott Robinson, AICP | Long Range/Transportation Manager |
| Anna Dragovich | Senior Transportation Planner |
| TBD | Bicycle & Pedestrian Coordinator |
| Emily Avers | Planning Assistant |

This page intentionally left blank.

Appendix B

TRANSIT OPERATOR LOCAL MATCH ASSURANCE

Transit Operator Local Match Assurance



FY 2017-2018 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 2017-2018 FHWA and FTA grants shall be met. The MPO is requesting FHWA and FTA Planning grant funds totaling \$524,504, requiring \$131,126 local match. As specified in the FY 2017-2018 Unified Planning Work Program (UPWP), the Transit Provider shall be responsible for **\$53,280** of the total grant, requiring **\$13,320** in local match for the following UPWP elements:

- 1) 503(A) – Asset Management Plan
- 2) 503(B) – Safety Plan
- 3) 504(A) – Annual Passenger Count Data Collection
- 4) 504(B) – Annual Passenger Count Report

6/8/16
Date

Bloomington Public Transportation Corporation
Legal Name of Applicant

Lew May
By:
Lew May
General Manager
Bloomington Transit

Appendix C

ABBREVIATIONS

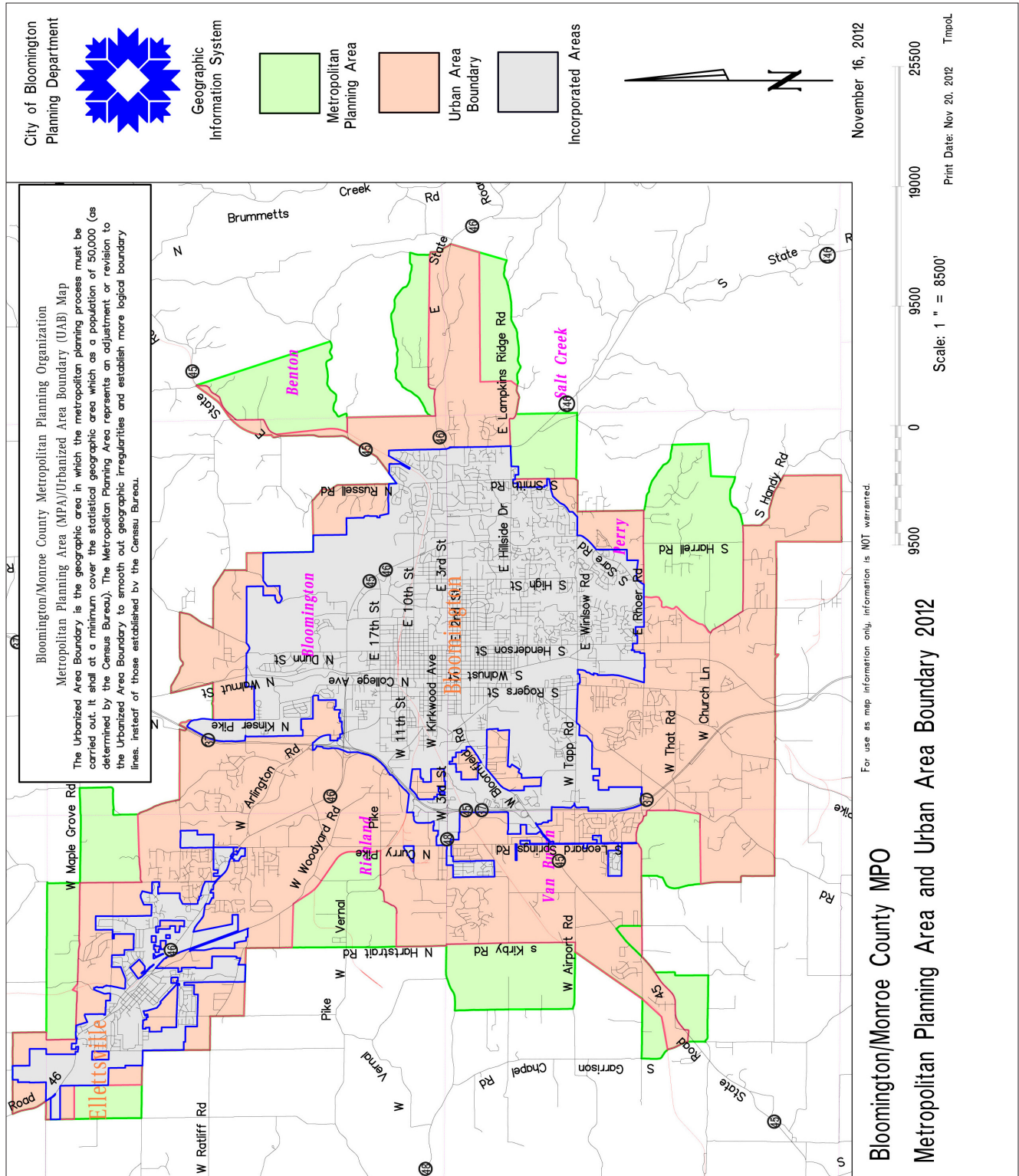
Abbreviations

| | |
|-------------------|---|
| 3-C | Continuing, Comprehensive, and Cooperative Planning Process |
| ADA | Americans with 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 |
| HSIP | Highway Safety Improvement Program |
| INDOT | Indiana Department of Transportation |
| INSTIP | 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 |
| MPO | Metropolitan Planning Organization |
| MTP | Metropolitan Transportation Plan |
| PDP | Program development Process |
| PL | Planning |
| SAFETEA-LU | Safe, Affordable, Flexible, Efficient Transportation Equity Act: A Legacy for Users |
| STP | Surface Transportation Program |
| 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

BMCMPPO Metropolitan Planning Area Map



Appendix E

PLANNING EMPHASIS AREAS

Planning Emphasis Areas



U.S. Department
of Transportation
**Federal Highway
Administration**

Indiana Division

January 27, 2016

575 N. Pennsylvania St, Room 254
Indianapolis, IN 46204
317-226-7475
317-226-7341

In Reply Refer To:
HDA-IN

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highways Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for the FY 2017 to be addressed in the metropolitan planning organizations' (MPOs') and the Indiana Department of Transportation's (INDOT's) future work programs. The purpose of the PEAs is to focus our efforts on implementing the programs and reforms of Moving Ahead for Progress in 21st Century Act (MAP-21). We anticipate information will be rolled out on Fixing America's Surface Transportation Act (FAST Act).

The FY 2017-PEAs are:

- Title VI Program Management
- Performance-based planning measures and targets
- Ladders of Opportunity
- Program Highway Safety Improvement Program (HSIP) funds for safety planning activities and/or identify low cost systemic use of HSIP funds

Title VI Program Management – When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) complies with their Title VI nondiscrimination requirements. MPOs should survey local governments and 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 impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO's nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

Planning Emphasis Areas (cont.)

2

Performance base planning measures and targets – MAP-21 requires INDOT and the MPO to implement performance-based plans and programs, as well as the formal use of performance measures. Several final rulemakings are anticipated in 2016. INDOT and the MPOs should work cooperatively together to set performance measures and targets.

Ladders of Opportunity – As part of the planning process, we continue to encourage INDOT and MPOs to create better connected communities to centers of employment, education, and healthcare services, especially for non-drivers in distressed areas. There is a need to identify criteria for underserved populations and essential services and map connectivity and identify if gaps exist. Underserved populations are low income, minorities, elderly, Limited English Proficient (LEP) individuals, persons with disabilities. Transportation services, such as transit, bicycle routes, etc., should be overlayed for the underserved populations to essential services such as, health care facilities, schools, supermarkets, employment centers, voting/polling places, courthouses, recreational areas, bureau of motor vehicles, etc. Finally, analyze the existing facilities and identify where there are planned projects or identify opportunities for potential projects.

Program HSIP funds for safety planning activities and/or identify low cost systemic use of HSIP funds – FHWA and INDOT have provided guidance and will continue to expand guidance on options for use of HSIP to MPOs and local agencies that will result in eligible safety projects. FHWA reminds MPOs that up to 15% of the HSIP funds can be programmed for planning purposes for activities like Road Safety Audits and safety data collection and analysis.

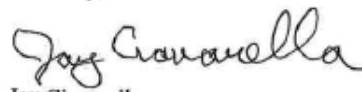
If you have any questions, please contact either me or your FHWA Planning and Environmental Specialist.

Sincerely,



Joyce E. Newland
Planning Program Manager
FHWA Indiana Division

Sincerely,



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

cc:

Indiana MPO Council
Roy Nunnally, INDOT

This page intentionally left blank.

Appendix F

ADOPTION RESOLUTIONS

Adoption Resolutions



Bloomington/Monroe County Metropolitan Planning Organization

ADOPTION RESOLUTION FY 2016-10

RESOLUTION ADOPTING THE FISCAL YEAR 2017-2018 UNIFIED PLANNING WORK PROGRAM as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization on June 3, 2016.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is the organization designated by the Governor of Indiana as the Metropolitan Planning Organization responsible for carrying out, with the State of Indiana, the provisions of 23 U.S.C. 134, and capable of meeting the requirements thereof for the Bloomington, Indiana urbanized area; and

WHEREAS, The BMCMPPO must develop and adopt a Unified Planning Work Program (UPWP) detailing all planning activities that are anticipated in the MPO urbanized area over the next programming years and document the work that will be performed with federal highway and transit planning funds; and

WHEREAS, the work conducted to create the Unified Planning Work Program was performed under Element 1.0 of the Fiscal Years 2015-2016 Unified Planning Work Program

NOW, THEREFORE, BE IT RESOLVED:

- (1) The Bloomington/Monroe County Metropolitan Planning Organization hereby adopts the Fiscal Year 2017-2018 Unified Planning Work Program; and
- (2) That the adopted document shall be forwarded to all relevant public officials and government agencies, and shall be available for public inspection during regular business hours at the City of Bloomington Planning Department, located in the Showers Center City Hall at 401 North Morton Street, Bloomington, Indiana.

PASSED AND ADOPTED by the Policy Committee upon this 3rd day of June 2016.

Kent McDaniel
Chair, Policy Committee

Attest: Josh Desmond
Director, BMCMPPO

Adoption Resolutions (cont.)



Bloomington/Monroe County Metropolitan Planning Organization

ADOPTION RESOLUTION FY 2017-04

RESOLUTION AMENDING THE FISCAL YEAR 2017-2018 UNIFIED PLANNING WORK PROGRAM as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization on November 4, 2016.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is the organization designated by the Governor of Indiana as the Metropolitan Planning Organization responsible for carrying out, with the State of Indiana, the provisions of 23 U.S.C. 134, and capable of meeting the requirements thereof for the Bloomington, Indiana urbanized area; and

WHEREAS, The BMCMPPO must develop and adopt a Unified Planning Work Program (UPWP) detailing all planning activities that are anticipated in the MPO urbanized area over the next programming years and document the work that will be performed with federal highway and transit planning funds; and

WHEREAS, the work conducted to create the Unified Planning Work Program was performed under Element 1.0 of the Fiscal Years 2015-2016 Unified Planning Work Program

NOW, THEREFORE, BE IT RESOLVED:

- (1) The Bloomington/Monroe County Metropolitan Planning Organization hereby amends the Fiscal Year 2017-2018 Unified Planning Work Program to update the budget as shown in the table below and described in the amended UPWP document; and

| | Work Element | Federal | Local | Total |
|------------|--|------------------|------------------|------------------|
| 100 | Administration & Public Participation | | | |
| | FY 2017 | \$171,139 | \$42,785 | \$213,923 |
| | FY 2018 | \$87,275 | \$21,819 | \$109,094 |
| 200 | Data Collection & Analysis | | | |
| | FY 2017 | \$69,427 | \$17,357 | \$86,783 |
| | FY 2018 | \$34,254 | \$8,564 | \$42,818 |
| 300 | Short Range Planning & Management Systems | | | |
| | FY 2017 | \$130,656 | \$32,664 | \$163,320 |
| | FY 2018 | \$58,617 | \$14,654 | \$73,271 |
| 400 | Long Range Planning | | | |
| | FY 2017 | \$60,102 | \$15,026 | \$75,128 |
| | FY 2018 | \$800 | \$200 | \$1,000 |
| 500 | Transit & Active Transportation | | | |
| | FY 2017 | \$43,247 | \$10,812 | \$54,059 |
| | FY 2018 | \$75,473 | \$18,868 | \$94,341 |
| 600 | Other Planning Initiatives & Special Projects | | | |
| | FY 2017 | \$20,618 | \$5,155 | \$25,773 |
| | FY 2018 | \$5,832 | \$1,458 | \$7,290 |
| | TOTAL | | | |
| | FY 2017 | \$495,189 | \$123,797 | \$618,987 |
| | FY 2018 | \$262,252 | \$65,563 | \$327,815 |
| | TOTAL | \$757,441 | \$189,360 | \$946,801 |

- (2) Amends Work Element 304 of the FY 2017-2018 UPWP to require 5 year Pavement Management Plans to be produced by the LPAs as funded by the UPWP; and

Adoption Resolutions (cont.)



Bloomington/Monroe County Metropolitan Planning Organization

- (3) That the adopted document shall be forwarded to all relevant public officials and government agencies, and shall be available for public inspection during regular business hours at the City of Bloomington Planning Department, located in the Showers Center City Hall at 401 North Morton Street, Bloomington, Indiana.

PASSED AND ADOPTED by the Policy Committee upon this 4th day of November 2016.

A handwritten signature in black ink, appearing to read "Kent McDaniel", written over a horizontal line.

Kent McDaniel
Chair, Policy Committee

A handwritten signature in black ink, appearing to read "Joshua 6 Desmond", written over a horizontal line.

Attest: Joshua Desmond, AICP,
Director, BMCMPPO