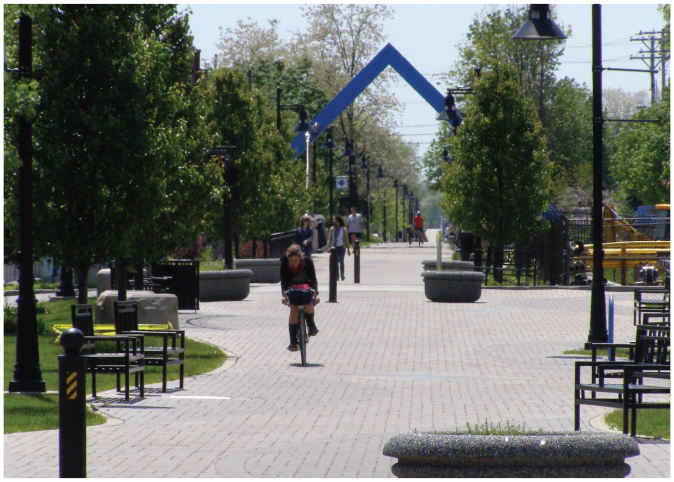

Unified Planning Work Program

Fiscal Years

2019 & 2020

Bloomington-Monroe County

Metropolitan Planning Organization

Policy Committee

Final Adoption

April 12, 2019

BLOOMINGTON • MONROE COUNTY

mpo

ACKNOWLEDGMENT & DISCLAIMER

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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.

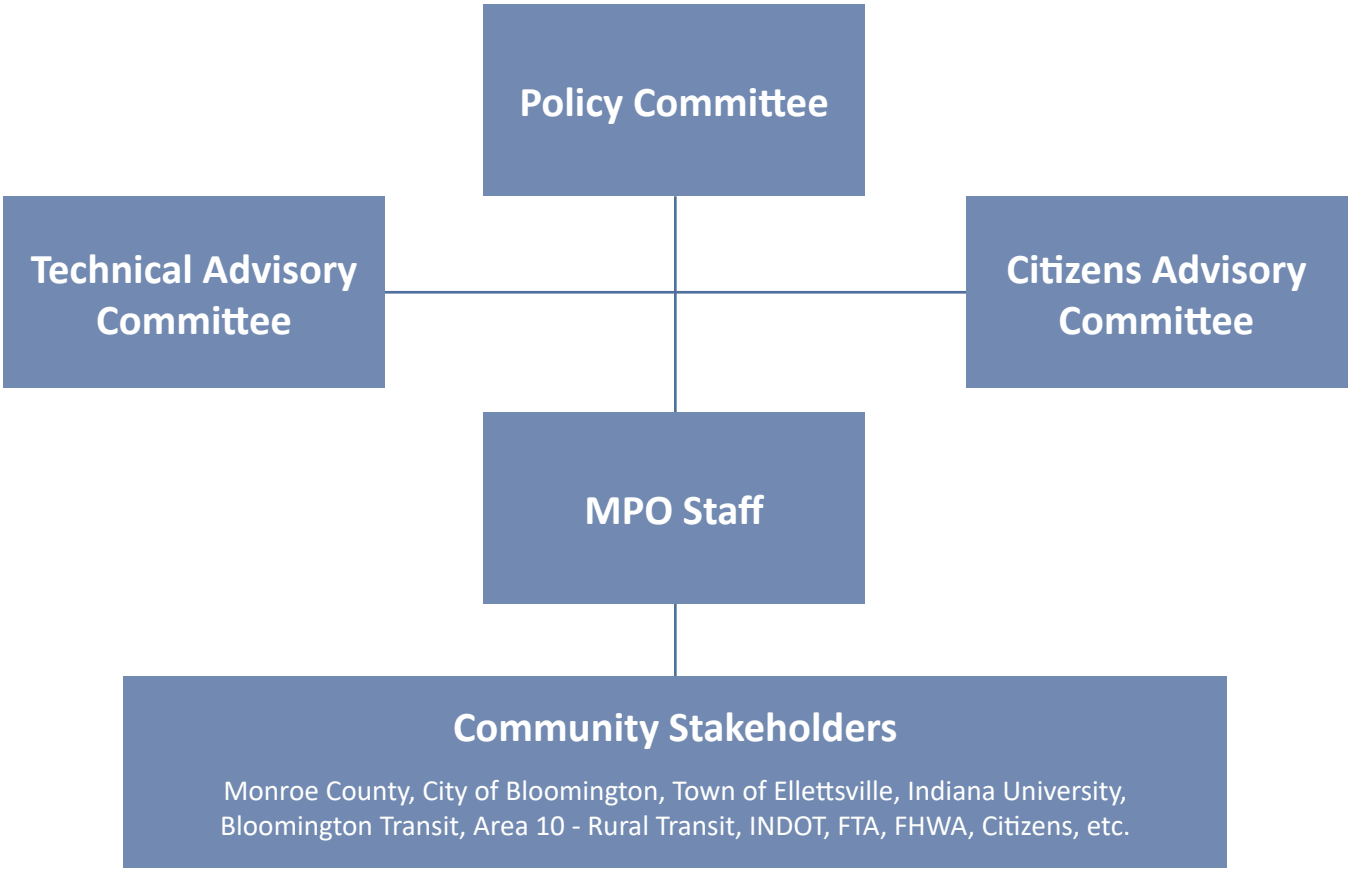
One of the requirements of the urban transportation planning process for an MPO involves the development of a Unified Planning Work Program (UPWP) that describes all planning activities anticipated in the urbanized area over the programming years, and documents the work performed with Federal planning funds. The FY 2019-2020 UPWP satisfies the Bloomington-Monroe County Metropolitan Planning Organization (BMCMPO) work program requirement for Fiscal Years 2019 and 2020 (July 1, 2018 to June 30, 2020).

MPO 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 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.



PLANNING EMPHASIS AREAS

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 in addition to the general planning factors discussed previously.

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 summarize Planning Emphasis Areas for the BMCMPO FY 2019-20208 UPWP.

Title VI Program Management

Metropolitan Planning Organizations (MPOs) ensure that jurisdictional local public agencies (LPAs) projects in the Transportation Improvement Program (TIP) comply 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 date 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 continually 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 BMCMPO will address this PEA through Element 601 of the UPWP.

Ladders of Opportunity

The Bloomington-Monroe County MPO (BMCMPO) must identify transportation connectivity gaps in access to essential services as part of the planning process. These essential services include housing, employment, health care, schools/education, and recreation. The identification of these deficiencies may occur through the creation of performance measures used to specifically measure such gaps. Work Element 602 (Coordinate Human Services Public Transit Plan) and development of the BMCMPO 2045 Metropolitan Transportation Plan (Work Element 401) shall identify transportation connectivity gaps and access to essential services.

Performance-Based Planning Measures & Targets

This PEA emphasizes the transition that all MPOs must make to performance-based planning and programming. The FAST Act requires the development of national, state, and MPO performance measures. MPOs must create systems of planning and programming that direct local efforts to achieving nationally-established performance measures. The BMCMPO first addressed this requirement with adoption of the 2040 Metropolitan Transportation Plan completed in calendar year 2017. The BMCMPO shall continue addressing this requirement through the development of the 2045 Metropolitan Transportation Plan (Work Element 401) with a completion date in calendar year 2019. The

BMCMPO will implement guidance from the Metropolitan Transportation Plan throughout the MPO's planning and programming operations. UPWP Work Element 306 addresses the development of the BMCMPO's specific performance targets.

Programming of Highway Safety Improvement Program (HSIP) Funds

The programming of Highway Safety Improvement Program (HSIP) funds emphasizes low-cost systemic projects as well as safety planning project activities. The MPO shall encourage and assist the LPAs in identifying and developing such projects through the Federal-aid process. This will occur as part of the BMCMPO's Annual Crash Report (Work Element 202) administration of HSIP funds (Work Element 302). These projects will focus on addressing a wide variety of causal factors of crashes on a system-wide basis rather than simply making infrastructure improvements assignable to the specific location of crashes. FHWA and INDOT will provide the BMCMPO with eligible project types for this purpose. In addition, up to 15% of the BMCMPO's HSIP allocation allows for planning programming purposes including Road Safety Audits (RSAs).

Development of a Transit Bus Stop Inventory in Support of the Americans with Disabilities Act (ADA) Program and the Development of a Mobility Management Network

This PEA requires that Indiana MPOs must establish an inventory of all transit bus stops from any transit provider within their jurisdictional planning areas. The inventories must include a physical description of the transit bus stop as well as the identification of any components that do not meet current accessibility standards. Once collected, the respective MPO shall share these collected data with INDOT, where the data will then have inclusion in INDOT's Statewide ADA Transition Plan. INDOT will then devise a strategy to report barrier removal and transit stop improvements with a goal to demonstrate improved access.

The FHWA and FTA encourages the development of a Mobility Management Network to facilitate communities in adopting transportation strategies and mobility options that empower people to live independently and advance health, economic vitality and self-sufficiency,

The FHWA and FTA further encourage INDOT to work with other Indiana State Agencies to identify service capacity and gaps, explore how diverse state agencies can contribute to a mobility management effort, and to think about the next steps for sustained activity within the mobility management network and beyond.

The BMCMPO shall address this PEA through an assessment partnership of urbanized area transit bus stop locations with Bloomington Transit and the Area 10 Agency on Aging Rural Transit systems.

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FY 2019-2020 BMCMPO Budget

FUND USE BY MATCHING AGENCY

The table below summarizes FY 2019-2020 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 2019-2020 UPWP further identify cost breakdowns of each work element.

Work Element		MPO Staff	BT	Cons/Supp	CSA	Total
100	Administration & Public Participation					
	FY 2019	$123,241	$0	$5,100	$0	$128,341
	FY 2020	$126,138	$0	$5,100	$0	$131,238
200	Data Collection & Analysis					
	FY 2019	$23,617	$0	$10,700	$7,000	$41,317
	FY 2020	$16,613	$0	$10,700	$7,000	$34,313
300	Short Range Planning & Management Systems					
	FY 2019	$59,210	$0	$0	$27,000	$86,210
	FY 2020	$61,398	$0	$0	$27,000	$88,398
400	Long Range Planning					
	FY 2019	$49,483	$0	$1,300	$0	$50,783
	FY 2020	$52,305	$0	$1,300	$0	$53,605
500	Transit & Active Transportation					
	FY 2019	$9,282	$389,000	$3,098	$0	$401,380
	FY 2020	$8,410	$24,000	$0	$0	$32,410
600	Other Planning Initiatives & Special Projects					
	FY 2019	$9,650	$0	$0	$50,000	$59,650
	FY 2020	$9,330	$0	$0	$0	$9,330
	TOTAL					
	FY 2019	$274,484	$389,000	$20,198	$84,000	$767,681
	FY 2020	$274,193	$24,000	$17,100	$34,000	$349,294
	TOTAL	**$548,677**	**$413,000**	**$37,298**	**$118,000**	**$1,116,975**

OBJECT CLASS BUDGET BY FUNDING SOURCE

The Object Class Budget table below summarizes FY 2019-2020 UPWP funding allocations by object class and funding source. Fringe and Indirect expenses are calculated rates found in the FY 2019 Cost Allocation Plan. Funding allocations for BMCMPO staff, Bloomington Transit, Consultants/Other, and CSA 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 2019	$91,308	$22,826	$114,134
	FY 2020	$86,048	$21,515	$107,563
	Fringe + Indirect Expenses			
	FY 2019	$128,279	$32,070	$160,349
	FY 2020	$133,307	$33,324	$166,631
	Bloomington Transit			
	FY 2019	$311,200	$77,800	$389,000
	FY 2020	$19,200	$4,800	$24,000
	Consultants/Supplies			
	FY 2019	$16,158	$4,040	$20,198
	FY 2020	$13,680	$3,420	$17,100
	Contract Service Agreements			
	FY 2019	$67,200	$16,800	$84,000
	FY 2020	$27,200	$6,800	$34,000
	TOTAL			
	FY 2019	$614,145	$153,536	$767,681
	FY 2020	$279,435	$69,859	$349,294
	TOTAL	**$893,580**	**$223,395**	**$1,116,975**

SUMMARY BUDGET BY FUNDING SOURCE

The table below summarizes the FY 2019-2020 budget for each of the work elements in the Unified Planning Work Program with elemental federal funding/local match splits highlights. As illustrated in this summary table, the FY 2019 and 2020 funding allocations fall within the total available funding noted previously.

	Work Element	Federal	Local	Total
100	Administration & Public Participation			
	FY 2019	$102,673	$25,668	$128,341
	FY 2020	$104,990	$26,247	$131,237
200	Data Collection & Analysis			
	FY 2019	$33,053	$8,263	$41,316
	FY 2020	$27,450	$6,863	$34,313
300	Short Range Planning & Management Systems			
	FY 2019	$68,968	$17,242	$86,210
	FY 2020	$70,719	$17,680	$88,399
400	Long Range Planning			
	FY 2019	$40,627	$10,157	$50,784
	FY 2020	$42,884	$10,721	$53,605
500	Transit & Active Transportation			
	FY 2019	$361,104	$90,276	$451,380
	FY 2020	$25,928	$6,482	$32,410
600	Other Planning Initiatives & Special Projects			
	FY 2019	$81,635	$20,409	$102,044
	FY 2020	$7,464	$1,866	$9,330
	TOTAL			
	FY 2019	$688,060	$172,015	$860,075
	FY 2020	$279,435	$69,859	$349,294
	TOTAL	**$967,495**	**$241,874**	**$1,209,368**

Summary Budget For Active Purchase Orders

The tables below summarize the FY 2019-2020 budget for prior BMCMPO active and open purchase orders (P.O.). Two purchase orders remain active and open from FY 2017 and FY 2018. The FY 2017 purchase order is set to expire on June 30, 2019 and the FY 2018 purchase order is set to expire on June 30, 2020. Funds will not be available after these dates. Please note that the remaining unspent funds do not include FY 2018 third and fourth quarter billings. Therefore, the total unspent funds under the FY 2018 purchase order will be markedly lower.

FY 2017 P.O. & FY 2018 P.O. Balance & Expenditures			
	Expiration Date	P.O. Balance Before Expenses	P.O. Balance After Expenses
FY 2017 P.O.	6/30/2019	$293,672.63	$0.00
FY 2018 P.O.	6/30/2020	$223,767.09	$92,439.72
Total		**$517,439.72**	**$92,439.72**

FY 2017 P.O. & FY 2018 P.O. Expenditures			
	Total Project Cost	Amount to be Billed to FY 2017 P.O.	Amount to be Billed to FY 2018 P.O.*
503 - Transit Studies	$375,000.00	$293,672.63	$81,327.37
603 - Southwest Corridor Study	$50,000.00	$0.00	$50,000.00
Total	**$425,000.00**	**$293,672.63**	**$131,327.37**
	Total Unspent	***$0.00***	***$92,439.72***

CONTRACT SERVICE AGREEMENTS

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPO) 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 specific UPWP work elements. The BMCMPO shall additionally enter into a FY 2020 CSA with Bloomington Transit for a transit stop inventory requested by the Indiana Department of Transportation (INDOT).

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 BMCMPO Policy Committee. Each non-MPO government entity entering into a CSA with the BMCMPO 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 BMCMPO urbanized area boundary.

	Agency	Federal	Local	Total
	City of Bloomington			
	FY 2019	$8,800	$2,200	$11,000
	FY 2020	$8,800	$2,200	$11,000
	Monroe County			
	FY 2019	$48,800	$12,200	$61,000
	FY 2020	$8,800	$2,200	$11,000
	Town of Ellettsville			
	FY 2019	$9,600	$2,400	$12,000
	FY 2020	$9,600	$2,400	$12,000
	TOTAL			
	FY 2019	$67,200	$16,800	$84,000
	FY 2020	$27,200	$6,800	$34,000
	TOTAL	**$94,400**	**$23,600**	**$118,000**

Work Elements

ADMINISTRATION & PUBLIC PARTICIPATION

100

COMMITTEES

See Appendix A for a list of BMCMPO Committees.

101 Intergovernmental Coordination

The BMCMPO 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 BMCMPO staff will attend and/or participate in these meetings to represent the interests of BMCMPO on the State and Federal levels.

Every four years, each MPO must undergo a certification review by the Federal Highway Administration. The last BMCMPO certification review completed in May 2016, places the BMCMPO on a Calendar Year 2019/2020 scheduled 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]

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 BMCMPO 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 BMCMPO staff billing rates.

COST ALLOCATION PLAN

See Appendix B for further details.

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2019-2020 UPWP. The staff shall prepare and provide quarterly progress reports, billing statements, and the financial status of the FY 2019-2020 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 2019-2020 Unified Planning Work Program. [Estimated Completion: Q1/FY19 through Q3/FY20]
- MPO Staff to develop FY 2021-2022 UPWP. [Estimated Completion: Q4/FY20]
- MPO Staff to develop the FY 2020 & 2021 Cost Allocation Plan as part of the FY 2020-2021 UPWP. [Estimated Completion: Q3/FY19]
- MPO Staff to prepare and submit the FY 2018 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY19]
- MPO Staff to prepare and submit the FY 2019 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY20]
- MPO Staff to prepare and submit the FY 2019-2020 Self Certification Review Statement to INDOT/FHWA/FTA representatives. [Estimated Completion: Q4/FY20, with TIP]
- MPO Staff to prepare and submit eight (8) quarterly progress reports to INDOT for review. [Estimated Completion: FY19 & FY20 Quarterly]
- MPO Staff to prepare and submit eight (8) quarterly billing statements to INDOT for reimbursement. [Estimated Completion: FY19 & FY20 Quarterly]

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: FY19 & FY20 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 BMCMPO 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 BMCMPO will continue to implement its Public Participation Plan (PPP) to ensure that appropriate public participation occurs for all MPO activities and programs. The BMCMPO 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 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 Process. [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 Staff to employ alternative methods of outreach (e.g. social media) to better engage the public. [Estimated Completion: Ongoing]

Work Element 100 Budget

	Task	FY 2019	FY 2020	Total
101	Intergovernmental Coordination			
	Federal Share	$51,594	$52,492	$104,086
	Local Share	$12,898	$13,123	$26,021
	Total	**$64,492**	**$65,615**	**$130,107**
102	Unified Planning Work Program			
	Federal Share	$18,582	$20,174	$38,756
	Local Share	$4,645	$5,044	$9,689
	Total	**$23,227**	**$25,218**	**$48,445**
103	Staff Training & Education			
	Federal Share	$15,915	$16,091	$32,006
	Local Share	$3,979	$4,023	$8,002
	Total	**$19,894**	**$20,114**	**$40,008**
104	Public Outreach			
	Federal Share	$16,583	$16,232	$32,815
	Local Share	$4,146	$4,058	$8,204
	Total	**$20,729**	**$20,290**	**$41,019**
	TOTAL FEDERAL SHARE	$102,674	$104,989	$207,663
	TOTAL LOCAL SHARE	$25,668	$26,248	$51,916
	TOTAL	**$128,342**	**$131,237**	**$259,579**

Work Elements

200

DATA COLLECTION & ANALYSIS

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 BMCMPO 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 BMCMPO 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 HPMS data collection efforts continuously refining link volumes, capacities, and speeds for calibration of the BMCMPO 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 BMCMPO 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 BMCMPO with the identification of project locations that may have Highway Safety Improvement Program (HSIP) and/or Road Safety Audit (RSA) eligibility.

Responsible Agency and End Products

- MPO Staff to produce the Calendar Years 2014-2016 Crash Report. [Estimated Completion: Q4/FY19]
- MPO Staff to produce the Calendar Years 2015-2018 Crash Report. [Estimated Completion: Q4/FY20]
- MPO Staff to purchase MS2 TCLS (Traffic Crash) - Pro Plus License software, TCLS Annual Support (First Year), and Data Migration development reader to import crash data from AIRES for the Calendar Years 2015-2018 Crash Report. [Estimated Completion: Q4/FY20]

Work Element 200 Budget

	Task	FY 2019	FY 2020	Total
201	Traffic Volume Counting			
	Federal Share	$26,112	$20,274	$46,386
	Local Share	$6,528	$5,069	$11,597
	Total	**$32,640**	**$25,343**	**$57,983**
202	Annual Crash Report			
	Federal Share	$6,942	$7,176	$14,118
	Local Share	$1,735	$1,794	$3,529
	Total	**$8,677**	**$8,970**	**$17,647**
	TOTAL FEDERAL SHARE	$33,054	$27,450	$60,504
	TOTAL LOCAL SHARE	$8,263	$6,863	$15,126
	TOTAL	**$41,317**	**$34,313**	**$75,630**

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 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 MPO will work with INDOT and the LPAs to develop best practices for project scheduling and cost estimation.

Responsible Agency and End Products

- MPO Staff, in concert with Local Public Agencies, and INDOT will develop the Fiscal Years 2020-2024 Transportation Improvement Program. [Estimated Completion: Q4/FY19]
- MPO Staff to administer the 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 2018 Annual List of Obligated Projects. [Estimated Completion: Q1/FY19]
- MPO Staff to produce the Fiscal Year 2019 Annual List of Obligated Projects. [Estimated Completion: Q1/FY20]
- MPO Staff to attend County/City projects team meetings for interagency coordination and participation. [Estimated Completion: Monthly]
- MPO Staff, in concert with Local Public Agencies, will update an adopted a Fiscal Year 2019 Complete Streets Policy for the Fiscal Years 2020-2024 Transportation Improvement Program. [Estimated Completion: Q2/FY20]

302 Highway Safety Improvement Program (HSIP)

FY 2020 PEA

See Appendix E for detailed requirements.

The BMCMPO has an established local Highway Safety Improvement Program (HSIP) in compliance with FAST Act legislation and INDOT/FHWA directives. Going forward, the BMCMPO 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 2020-2024 HSIP funding call for projects. [Estimated Completion: Q4/FY19 and Q4/FY20, as needed]

303 Transportation Alternatives Program (TAP)

The Bloomington-Monroe County MPO has an established local Transportation Alternatives Program (TAP 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 Program (TAP). The BMCMPO staff will administer procedures for the solicitation and funding of LPA projects in compliance with TAP selection criteria.

Responsible Agency and End Product

- MPO Staff to administer the FY 2020-2024 TAP funding call for projects. [Estimated Completion: Q4/FY19]

304 Infrastructure Management Systems

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

FY 2020 PEA

See Appendix E for detailed requirements.

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.
- 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).

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, but only the Safety Performance Measure regulation is in effect at present. INDOT along with the MPOs and FHWA will continue to collaborate 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 will be used to evaluate how well performance targets have been met.

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 shall develop and the MPO Policy Committee shall adopt Performance Measures in accordance with Federal Rules. [Estimated Completion: Q4/2020]

Work Element 300 Budget

	Task	FY 2019	FY 2020	Total
301	Transportation Imrovement Program			
	Federal Share	$39,518	$41,050	$80,568
	Local Share	$9,880	$10,263	$20,143
	Total	**$49,398**	**$51,313**	**$100,711**
302	Highway Safety Improvement Program			
	Federal Share	$2,011	$2,014	$4,025
	Local Share	$503	$504	$1,007
	Total	**$2,514**	**$2,518**	**$5,032**
303	Transportation Alternatives Program			
	Federal Share	$2,095	$2,014	$4,109
	Local Share	$524	$504	$1,028
	Total	**$2,619**	**$2,518**	**$5,137**
304	Infrastructure Management Systems			
	Federal Share	$21,600	$21,600	$43,200
	Local Share	$5,400	$5,400	$10,800
	Total	**$27,000**	**$27,000**	**$54,000**
305	ITS Architecture Maintenance			
	Federal Share	$818	$806	$1,624
	Local Share	$204	$201	$405
	Total	**$1,022**	**$1,007**	**$2,029**
306	Performance Measures			
	Federal Share	$2,926	$3,235	$6,161
	Local Share	$731	$809	$1,540
	Total	**$3,657**	**$4,044**	**$7,701**
	TOTAL FEDERAL SHARE	$68,968	$70,719	$139,687
	TOTAL LOCAL SHARE	$17,242	$17,681	$34,923
	TOTAL	**$86,210**	**$88,400**	**$174,610**

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Work Elements

400

LONG RANGE PLANNING

LONG RANGE PLANNING

FY 2020 PEA

See Appendix E for detailed requirements.

401 2045 Metropolitan Transportation Plan (MTP)

Federal requirements mandate that the Metropolitan Transportation Plan (MTP) shall maintain a minimum twenty-year time horizon. The BMCMPO adopted a 2040 Metropolitan Transportation Plan in December 2017. The BMCMPO staff will initiate a 2045 Metropolitan Transportation Plan update process during FY 2019 and FY 2020. The anticipated adoption in the second quarter of FY 2020. The new 2045 Metropolitan Transportation Plan will largely include new public outreach/input as the 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 current BMCMPO Travel Demand Model (TDM) requires TransCAD modeling software and an annual software license renewal fee for software support and periodic upgrades.

Responsible Agency and End Products

- MPO Staff to develop the 2045 Metropolitan Transportation Plan. [Estimated Completion: Q2/FY20]
- MPO to pay annual TransCAD license renewal fees. [Estimated Completion: Annually]

Work Element 400 Budget

	Task	FY 2019	FY 2020	Total
401	2045 Metropolitan Transportation Plan			
	Federal Share	$40,627	$42,884	$83,511
	Local Share	$10,157	$10,721	$20,878
	Total	**$50,784**	**$53,605**	**$104,388**
	TOTAL FEDERAL SHARE	$40,627	$42,884	$83,511
	TOTAL LOCAL SHARE	$10,157	$10,721	$20,878
	TOTAL	**$50,784**	**$53,605**	**$104,389**

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Work Elements

500

TRANSIT & ACTIVE TRANSPORTATION

501 Bicycle & Pedestrian Coordination

The BMCMPO staff in conjunction with the Bloomington Bicycle and Pedestrian Safety Commission (BBPSC) 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 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 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 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]
- 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 multi-use trails and bike lane facilities to establish baseline data for bicycle and pedestrian volume counts. [Estimated Completion: Q4/FY19, Q4/FY20]
- MPO Staff to report on the results of the seasonal coverage counts conducted under Element 502(A). [Estimated Completion: Q4/FY19, Q4/FY20]
- 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 Bloomington Transit and Rural Transit Studies

Bloomington Transit (BT) is required to prepare plans and studies as mandated by Federal funding authorities in the coming Fiscal Years. The implementation of performance measures as required by the FAST Act and MAP-21 necessitated specific studies: an Asset Management Plan for managing the service fleet and operations infrastructure; and a Safety Plan for policy and operational guidance. Planning consultants will assist with both studies. BT will additionally undertake two special consultant studies in FY 2019: a Route Optimization Study and a Maintenance/Operations Facility Condition Assessment.

Rural Transit, operated by the Area 10 Agency on Aging, offers ADA compliant door-to-door service in Lawrence, Monroe, Owen and Putnam Counties. Rural Transit will undertake a special consultant-led Route Optimization Study in FY 2019.

Responsible Agency and End Products

- Bloomington Transit to produce an Asset Management Plan with the assistance of a consultant. [Estimated Completion: Q4/FY19]
- Bloomington Transit to produce a Safety Plan with the assistance of a consultant. [Estimated Completion: Q4/FY19]
- Bloomington Transit to produce a *Route Optimization Study* that evaluates existing service conditions on all Bloomington Transit fixed routes as well as current travel patterns in the Bloomington community; determines where changes are needed to optimize service delivery within the current budget framework; considers new innovations such as on-demand bus services, integration of transportation networking companies for last mile/first mile service, advanced technologies, and use of autonomous vehicles, and; improves mobility, convenience, accessibility, and connectivity in the community. FY 2017 PL Purchase Order funds will support this study. [Estimated Completion: Q4/FY19]
- Bloomington Transit to produce a *Maintenance/Operations Facility Condition Assessment Study* that reviews and evaluates existing conditions of key elements of the Grimes Lane operations/maintenance facility, and determines remaining useful life in key elements of the facility and project time frames and costs for repair and replacement. FY 2017 PL funds will support this study. [Estimated Completion: Q4/FY19]
- Bloomington Transit to produce a comprehensive transit stop inventory assessment of all fixed route stops for the BMCMPO which shall then have transmission to INDOT. The BMCMPO staff shall produce a comprehensive inventory for INDOT of all Rural Transit stops in the urbanized area and all IU Campus Bus fixed route stops that are independent of Bloomington Transit. [Estimated Completion: Q4/FY20]

- Rural Transit to produce a *Route Optimization Study* that evaluates existing service conditions on all Bloomington/Ellettsville/Monroe County service area routes as well as current travel patterns in Bloomington, Ellettsville, and Monroe County located within the Metropolitan Planning Area (MPA). This FY2019 UPWP Study to be completed prior to FY2020 seeks to improve route performance, operational service efficiencies, and connectivity opportunities with Bloomington Transit (BT) and/or IU Campus Bus. 2018 PL Purchase Order funds will support this study. [Estimated Completion: Q4/FY19]

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

	Task	FY 2019	FY 2020	Total
501	Bicycle & Pedestrian Coordination			
	Federal Share	$6,037	$3,938	$9,975
	Local Share	$1,509	$985	$2,494
	Total	**$7,546**	**$4,923**	**$12,468**
502	Bicycle/Pedestrian Counts			
	Federal Share	$3,867	$2,790	$6,657
	Local Share	$967	$697	$1,664
	Total	**$4,834**	**$3,487**	**$8,321**
503	Transit Studies			
	Federal Share	$348,000	$16,000	$364,178
	Local Share	$87,000	$4,000	$90,822
	Total	**$435,000**	**$20,000**	**$455,000**
504	Transit Ridership Counts			
	Federal Share	$3,200	$3,200	$6,400
	Local Share	$800	$800	$1,600
	Total	**$4,000**	**$4,000**	**$8,000**
	TOTAL FEDERAL SHARE	$361,104	$25,928	$387,210
	TOTAL LOCAL SHARE	$90,276	$6,482	$96,500
	TOTAL	**$451,380**	**$32,410**	**$483,790**

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Work Elements

600

OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

FY 2020 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/FY19]

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 eliminated those programs, but their eligible activities are incorporated into the 5307 Urban Formula Grant Program and continue under the FAST Act. Certain eligibilities are additionally 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 proposed project funding must have inclusion 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 2019 and 2020, 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

- 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 2020 PEA

See Appendix E for detailed requirements.

603 Monroe County Southwest Corridor Study

Under a Contract Service Agreement using FY 2018 PL Purchase Order funds, Monroe County will evaluate existing travel conditions and seek recommended actions to improve transportation in the southwestern MPO area. The study will focus on the areas immediately surrounding the intersection of SR 45 and Curry Pike/Leonard Springs and Liberty Drive including the Intersection with SR 45 and SR 48. The study will also assess the feasibility and potential benefit of the extension of Tapp Road to Airport Road and the Kirby Road realignment to SR 45 as identified in the current Monroe County Thoroughfare Plan. Additionally, the areas of the Leonard Springs/Fullerton Pike intersection and Fullerton Pike to I-69 will be considered. The maximum proposed budget for the study is $50,000 in Federal funds. Monroe County will provide total matching funds of $10,000.

Responsible Agency and End Products

- Monroe County shall deliver a report to the BMCMPO evaluating existing travel conditions and seek recommended actions to improve transportation in the southwestern MPO area. [Estimated Completion: Q4/FY19]
- BMCMPO staff shall evaluate existing travel conditions and travel condition projections documented in the Monroe County Southwest Corridor Study and seek recommended actions to improve transportation in the southwestern MPO area. [Estimated Completion: Q1/FY20]

Work Element 600 Budget

	Task	FY 2019	FY 2020	Total
601	Title VI Plans			
	Federal Share	$1,635	$955	$2,590
	Local Share	$409	$239	$648
	Total	**$2,044**	**$1,194**	**$3,238**
602	Coordinated Human Services Public Transit Plan			
	Federal Share	$40,000	$6,509	$46,509
	Local Share	$10,000	$1,627	$11,627
	Total	**$50,000**	**$8,136**	**$58,136**
603	Southwest Corridor			
	Federal Share	$40,000	$0	$40,000
	Local Share	$10,000	$0	$10,000
	Total	**$50,000**	**$0**	**$50,000**
	TOTAL FEDERAL SHARE	$81,635	$7,464	$89,099
	TOTAL LOCAL SHARE	$20,409	$1,866	$22,275
	TOTAL	**$102,044**	**$9,330**	**$111,374**

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Appendix A

BMCMPO COMMITTEE MEMBERSHIP

BMCMPO COMMITTEE MEMBERSHIP

Policy Committee

Member	Title	Representing
Lisa Ridge, *Chair*	Director of Public Works	Monroe County
Kent McDaniel, *Vice Chair*	Board of Directors Member	Bloomington Public Transportation Corporation
Jason Banach	Director of Real Estate	Indiana University
Alexandra Burns	Regional Administrator, Region 5	Federal Transit Administration (*non-voting*)
Margaret Clements	Plan Commission Member	Monroe County
John Hamilton	Mayor	City of Bloomington
Tony McClellan	Deputy Commissioner	INDOT Seymour District
Joyce Newland	Community Planner, Indiana Division	Federal Highway Administration (*non-voting*)
Andy Ruff	Common Council Member	City of Bloomington
Sarah Ryterband	Chair, Citizens Advisory Committee	Citizens Advisory Committee
Pam Samples	Town Council Member (*Designee*)	Town of Ellettsville
Julie Thomas, Ph.D.	County Commissioner	Monroe County
Adam Wason	Director of Public Works	City of Bloomington
Kate Wiltz	County Council Member	Monroe County
Vacant	*Plan Commission Member*	*City of Bloomington*

BMCMPO COMMITTEE MEMBERSHIP (cont.)

Technical Advisory Committee

Member	Title	Representing
Lew May, *Chair*	General Manager	Bloomington Transit
Paul Satterly, *Vice Chair*	Monroe County Highway Engineer	Monroe County
Reggie Arkell	Community Planner, Region 5	Federal Transit Administration (*non-voting*)
Kurt Babcock	GIS Coordinator	Monroe County
Chris Ciolli	Director of Building Operations	Monroe County Community School Corp.
Jane Fleig	Assistant Engineer, Utilities Department	City of Bloomington
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
Chris Myers	Manager	Area 10 - Rural Transit
Joyce Newland	Community Planner, Indiana Division	Federal Highway Administration (*non-voting*)
Brian Noojin	Director, Campus Bus Service	Indiana University
Emmanuel Nsonwu	Transportation Planner/MPO Liaison	Indiana Department of Transportation
Terri Porter	Director, Planning & Transportation Dept.	City of Bloomington
Catherine Smith	Auditor	Monroe County
Danny Stalcup	Street Commissioner, Street Department	Town of Ellettsville
Kevin Tolloty	Director, Planning Department	Town of Ellettsville
Jim Ude	Special Projects Engineer	Indiana Department of Transportation - Seymour
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
Audrey Myers	Transportation Director	Richland-Bean Blossom Community School Corp.
Proxy	Director of Operations, Parks Department	City of Bloomington
Larry Wilson	Director, Planning Department	Monroe County
Kelli Witmer	Director, Parks & Recreation Department	Monroe County
Proxy	City Engineer	City of Bloomington

BMCMPO COMMITTEE MEMBERSHIP (cont.)

Citizens Advisory Committee

Member	Representing
Sarah Ryterband, M.D., *Chair*	Prospect Hill Neighborhood
David Walter, *Vice Chair*	Sixth & Ritter Neighborhood
Paul Ash	McDoel Gardens Neighborhood
Laurel Cornell, Ph.D.	Prospect Hill Neighborhood
Mary Jane Hall	Bloomington Board of Realtors
Lillian Henegar	Citizen
John Kennedy, Ph.D.	Council of Neighborhood Associations

BMCMPO COMMITTEE (cont.)

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
Paul Kehrberg	Planning Technician
Desiree King	Administrative Assistant

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Appendix B

FY 2020 UPWP COST ALLOCATION PLAN

FY 2020 UPWP Cost Allocation Plan

INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
FAX: (317) 232-1499

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 6, 2019

Pat Martin, Senior Transportation Planner
Bloomington/Monroe County Metropolitan Planning Organization
City of Bloomington Planning and Transportation Department
P. O Box 100
Bloomington, IN 47402

Dear Mr. Martin,

INDOT has reviewed the FY 2020 Cost Allocation Plan presented by Bloomington MPO for the period of July 1, 2019 through June 30, 2020.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the FY 2020 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	83.07%
Indirect	71.85%

Please feel free to contact me if you have any questions or concerns regarding these rates.

Sincerely,

Emmanuel I. Nsonwu
Transportation Planner
Technical Planning & Programming Division
Indiana Department of Transportation

CC: R. Nunnally
J. Mitchell
J. Newland
File

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NextLevel INDIANA

Appendix C

ABBREVIATIONS

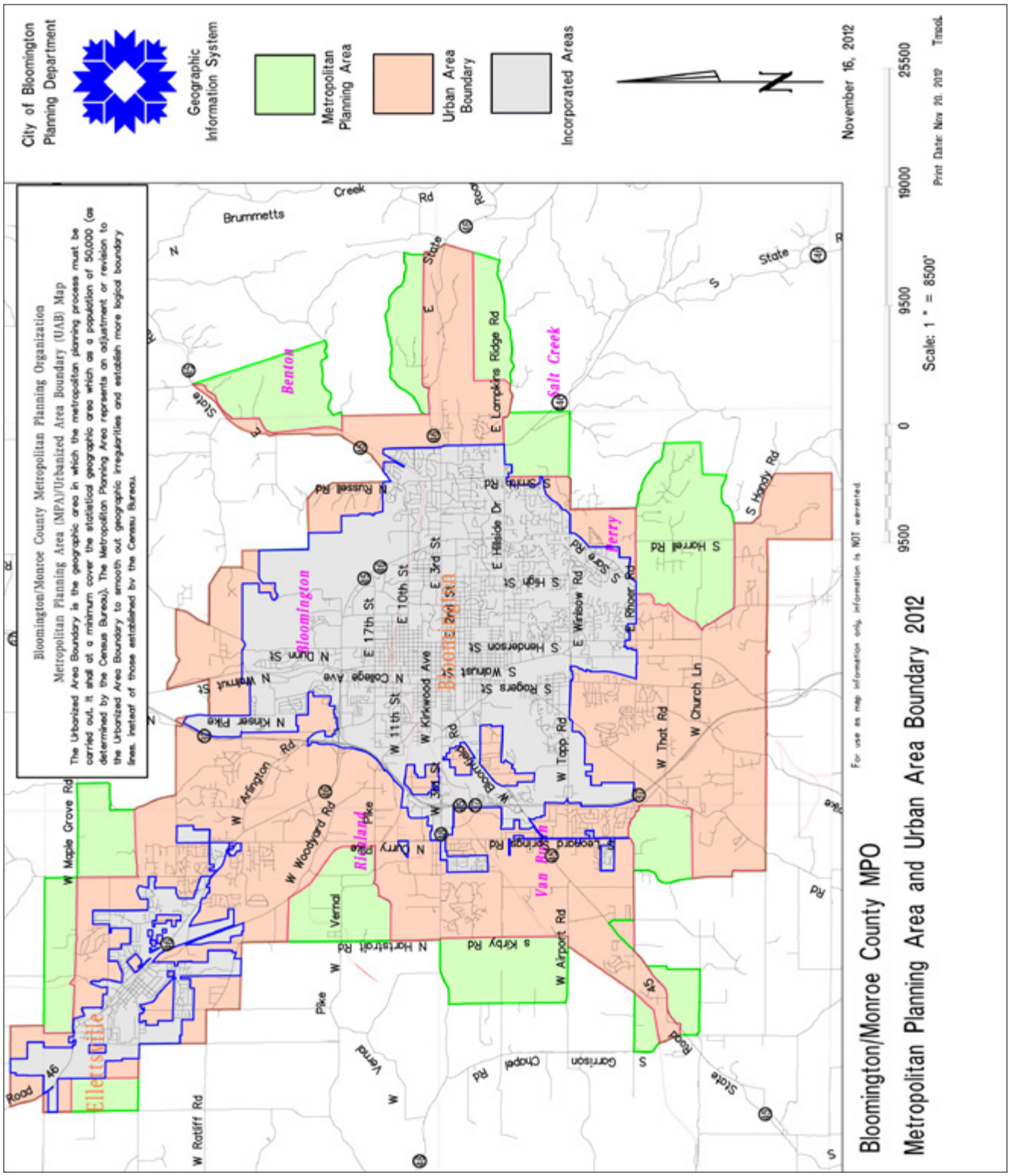
Abbreviations

3-C	Continuing, Comprehensive, and Cooperative Planning Process
ADA	Americans with Disabilities Act
BBPSC	Bloomington Bicycle and Pedestrian Safety Commission
BMCMPO	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 Highway Administration

Indiana Division

February 8, 2018

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 Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for FY 2019. For the most part, the PEAs remain the same as last year – to continue efforts on implementing the Fixing America's Surface Transportation (FAST) Act and the Title VI program. We are also encouraging INDOT and the MPOs to ensure the participation plans are FAST Act compliant.

Per the May 27, 2016 *Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation*, INDOT and the MPOs need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data, selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking the progress toward attainment of critical outcomes for the regions of the MPOs, and the collection of data for the state asset management plan for the National Highway System, (see 23 CFR 450.314(h)). Written provisions are due on or after May 20, 2019 for pavement and bridge performance measures (PM-2 rule) and system performance measures (PM-3 rule).

As part of implementing planning regulations, the MPOs' participation plans need to include coordination with public ports and providers of transportation, (see 23 CFR 450.316 (a)). INDOT needs to update is public participation plan and update its documented process with nonmetropolitan local officials reflecting a higher level of participation (see 23 CFR 250.210(b)) to be FAST Act compliant.

Transit Asset Management Plans are due October 1, 2018. MPOs are to ensure its Coordinated Human Service Public Transportation Plans are up to date per the planning regulations. If you have any questions, please contact either me, your FHWA Planning Program Manager, or Susan Weber, FTA Community Planner.

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
Larry Buckel, INDOT
Susan Weber, FTA

U.S. Department of Transportation
Federal Highway Administration

Indiana Division

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

January 29, 2019

In Reply Refer To:
HDA-IN

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing annual planning emphasis areas (PEAs) for FY 2020. They are the continuation of implementing the performance measures as required by the Fixing America's Surface Transportation (FAST) Act, development of a transit bus stop inventory in support of the statewide Americans with Disabilities Act (ADA) program, and the development of a Mobility Management Network.

The Indiana Department of Transportation (INDOT) and the Metropolitan Planning Organizations (MPOs) need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data per 23 CFR 450.314(h) of the May 27, 2016 *Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation*.

In a continued effort to identify and remove access barriers to transportation services across Indiana, MPOs should collect inventories of bus stops from any transit provider within their areas. The inventories should include a physical description as well as identification of any components that do not meet current accessibility standards. Once collected, the information should be shared with INDOT, where the data will be included in the statewide ADA Transition Plan. A strategy to report barrier removal and transit stop improvements should be devised by INDOT with a goal to demonstrate improved access.

To facilitate communities in adopting transportation strategies and mobility options that empower people to live independently and advance health, economic vitality and self-sufficiency, we encourage the development of a Mobility Management Network. We encourage INDOT to work with other Indiana State Agencies to identify service capacity and gaps, explore how diverse state agencies can contribute to a mobility management effort, and to think about the next steps for sustained activity within the mobility management network and beyond.

2

If you have any questions, please contact either Joyce Newland at 317-226-5353 or Kris Green, FTA Community Planner at 312-353-3853.

Sincerely,

Joyce E Newland

Digitally signed by Joyce E Newland
Date: 2019.01.30 14:50:51 -05'00'

Joyce E. Newland
Planning Program Manager
FHWA Indiana Division

Sincerely,

JASON MICHAEL CIAVARELLA

Digitally signed by JASON MICHAEL CIAVARELLA
Date: 2019.01.29 14:13:54 -06'00'

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

ecc:
Indiana MPO Council
Roy Nunnally, INDOT
Larry Buckel, INDOT
Eryn Hall, INDOT
Kris Green, FTA

Appendix F

TRANSIT OPERATOR LOCAL MATCH ASSURANCE

Transit Operator Local Match Assurance

BLOOMINGTON • MONROE COUNTY
mpo

Transit Operator Local Match Assurance

FY 2020 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 2019-2020 FHWA and FTA grants shall be met. The MPO is requesting FHWA and FTA Planning grant funds totaling **$24,000**, requiring **$4,800** local match for Bloomington Transit studies. As specified in the **FY 2020 Unified Planning Work Program (UPWP)**, the Transit Provider shall be responsible for **$24,000** of the total grant, requiring **$4,800** in local match for the following UPWP elements:

1) 503(D) – Transit Stop Condition Assessments
2) 504(A) Annual Passenger Count Data Collection
3) 504(B) – Annual Passenger Count Report

_____
Date

Bloomington Public Transportation Corporation
Legal Name of Applicant

_____
By:
Lew May
General Manager
Bloomington Transit

Appendix G

ADOPTION RESOLUTIONS & APPROVAL LETTER

Adoption Resolutions - To Be Included

Adoption Resolutions (cont.)

Adoption Resolutions (cont.)

Adoption Resolutions (cont.)