

Unified Work Program FY 2014 for the Flint/Genesee Metropolitan Area Genesee County Metropolitan Alliance



The preparation of this work program was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

FY 2014 UNIFIED WORK PROGRAM

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I. INTRODUCTION

The Genesee County Metropolitan Alliance (Metro) is the Metropolitan Planning Organization (MPO) for the Flint\Genesee Metropolitan Area. The Genesee County Metropolitan Planning Commission (GCMPC) functions as staff to Metro. The transportation planning process is complex, involving several funding sources and many agencies at the federal, state, and local levels. For a more complete description of the planning process in Genesee County, please refer to the [Flint-Genesee County Long Range Transportation Plan](#).

Genesee County is situated in the southeastern portion of Michigan's Lower Peninsula, approximately 50 miles northwest of Detroit and northeast of Lansing. The county covers an area of approximately 415,360 acres (649 square miles).

The 2010 census counts indicate a population of 425,790 persons for Genesee County, distributed among eleven cities, seventeen townships, and five villages. The City of Flint is the largest political jurisdiction in Genesee County, with a 2010 census count of 102,434 persons. It is the population and geographic center of the county.

The major transportation elements in Genesee County include highway systems, local and interregional bus systems, railroad systems, air transportation systems, and pedestrian and bikeway systems.

Part of the planning process in Genesee County involves a Public Participation Plan (PPP). The PPP that addresses transportation planning activities for Metro was developed in cooperation with GCMPC and is identified as the Genesee County Metropolitan Planning Commission Public Participation Plan. Work items and activities that address the issue of Environmental Justice are identified through the PPP and the Metro Unified Work Program (UWP). As this issue is addressed, changes will continue to be made to both documents based on internal and external evaluations of how effective our activities have been.

The purpose of this Unified Work Program (UWP) is to describe, in a single document, all transportation planning activities for the upcoming year. The UWP also identifies funding sources, the agencies involved in these activities and an estimated timeline for completion of activities.

UWP Amendments and Administrative Modifications

Administrative Modification

An administrative modification to the UWP will be defined as:

1. A change that does not modify the FHWA approved final total budget.
2. An Increase or reduction of funds in a category less than 25%

An administrative modification can be made by staff and does not require formal approval by Metro.

Amendment Policy

An amendment to the UWP will be defined as:

1. An addition or deletion of a work item
2. Change in the scope of a work item
3. Increase or reduction of funds in a category greater than or equal to 25%
4. A change that will modify the FHWA approved final total budget.

An amendment to the UWP will be brought to Metro for approval.

II. THE MAJOR TRANSPORTATION ISSUES

The FY 2014 UWP has been formulated to address the major transportation issues and problems facing the Flint-Genesee County area.

A. SYSTEM-WIDE ISSUES

1. *Air Quality*

In November of 1990, the Clean Air Act Amendments were signed into law. These amendments substantially revise the federal-aid highway program in ozone and carbon monoxide non-attainment areas due to its provisions for highway sanctions. The sanctions can be imposed statewide if those areas that are in non-attainment do not make adequate revisions to change their status. On April 15, 2004, the Environmental Protection Agency (EPA) designated Genesee County and Lapeer County as being in basic non-attainment and assigned a maximum attainment date of June 2009. This area is identified as the Flint Michigan Non-attainment Area. An Interagency Work Group (IAWG) was established to review federally funded transportation projects to ensure that new transportation projects will improve or at least not degrade current air quality levels.

In 2007 the Michigan Department of Environmental Quality (MDEQ) re-designated the Flint Non-attainment Area to attainment status. On May 16, 2007 the EPA provided notice in the Federal Register that the Flint Non-attainment Area was re-designated to be in attainment as a maintenance area. April 30, 2012 the EPA announced that Genesee County is in attainment. Work items related to air quality that were required while the area was designated as a non-attainment will continue to be addressed while in attainment to prepare for potential changes to air quality standards.

2. *Energy*

Energy availability has a significant impact on the amount and mode of travel, as well as the overall economy of the area. Although energy supplies have remained relatively stable fluctuating costs in recent years have made energy much more of a concern. In the TSM Coordination activity, the status of energy availability will be monitored.

3. *Transportation Revenue*

Always at issue in transportation is whether or not adequate funding will be available to meet the needs of both maintenance and expansion of transportation facilities and services in a community.

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). MAP-21 provides funding for surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014 and builds on and refines many of the highway, transit, bike, and pedestrian programs and policies established in 1991 with the Intermodal Surface Transportation Efficiency Act (ISTEA) legislation. ISTEA was replaced with Transportation Equity Act of the Twenty-first Century (TEA-21) and more recently the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). MAP-21 restructures core highway formula programs found in the previous TEA legislation. Activities carried out under previous formula programs such as the National Highway System Program, the Interstate Maintenance Program, the Highway Bridge Program, and the Appalachian Development Highway System Program are incorporated into the following new core formula program structure:

- National Highway Performance Program (NHPP)
- Surface Transportation Program (STP)
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)
- Highway Safety Improvement Program (HSIP)
- Railway-Highway Crossings (set-aside from HSIP)
- Metropolitan Planning
- Construction of Ferry Boats and Ferry Terminal Facilities
- Transportation Alternatives (TA) – a new program, with funding derived from the NHPP, STP, HSIP, CMAQ and Metropolitan Planning programs, encompassing most activities funded under the Transportation Enhancements, Recreational Trails, and Safe Routes to School programs under SAFETEA-LU.

The primary revenue sources for this legislation are the 18.4 cent per gallon tax on gasoline and a 24.4 cent per gallon tax on diesel fuel. The equity bonus (EB) program was not carried over from the TEA legislation.

Public Act 51 of 1951 is the state law that covers many transportation funding issues in the state. Largely unchanged since its inception nearly sixty years ago, Act 51 dictates that the majority of revenue from the Michigan Transportation Fund be distributed using complex formulas largely as follows: 39% to MDOT for state highways 61% to counties, cities and villages for local roads. There has been much discussion lately regarding potential changes to the way transportation is funded in Michigan.

Through activities described in the UWP, including: TSM Coordination, Transit Planning, Pavement Management Program, Update Long Range Multi-Modal Plan, Transportation Program Management, and Prepare Transportation Improvement Program, any changes in federal or state transportation legislation will be evaluated. Coordination of both highway improvement projects and transit services will be undertaken.

4. *Environmental Justice*

Federal Highways and Federal Transit have adopted a pro-active goal of addressing social and neighborhood issues throughout the Planning Process. Genesee County continues to implement more outreach into our Planning Process and will implement the Public Participation Plan (PPP) as required by the MAP-21 legislation or any new federal transportation legislation. Staff has also identified several work items in the UWP to address this. These work items can be found primarily under the Program Management, although there are additional elements in the Transportation Improvement Program (TIP) and in TSM and Transit Planning. Staff follows the PPP when working on the UWP, the LRTP, the TIP, and any specific studies such as Corridor and Trail Plans.

5. *Intelligent Transportation Systems (ITS)*

Genesee County has developed a county wide ITS Architecture and is now working toward a coordinated approach to implementing various forms of ITS. Staff has worked with the Mass Transportation Authority to develop and implement a Transit ITS deployment plan built off of the county wide ITS Architecture. The MTA has a consultant under contract and is building their ITS which includes a central ITS monitoring center including a 900 megahertz transmitter and receiver, automated vehicle locator (AVL) systems installed in fleet vehicles, computers and software to monitor and report the status of vehicles along their routes, and a computerized

scheduling system for Your Ride services. The MTA has offered the use of the ITS infrastructure to other road agencies in Genesee County.

Road Agencies have started to implement ITS technologies to help reduce congestion such as connecting and optimizing signals to improve traffic flow. The City of Flint using recommendations from the Downtown Flint Parking and One-Way Street study conducted by staff and a consultant, has switched many of the downtown one-way streets to a two-way system and has upgraded traffic signal hardware allowing the system to be connected and optimized. The Michigan Department of Transportation (MDOT) is implementing an ITS system along I-69 to monitor traffic along the I-69, I-75, and I-475 corridors. The system will monitor traffic and provide information to travelers along the corridors such as current conditions and alternative routes.

6. *Safety*

This is a System Wide issue affecting all modes of transportation. Genesee County agencies, while always integrating safety into the planning process, are now placing an emphasis on Safety Planning. Staff is doing this through several different avenues that include analyses of crash data for trends, a "mix of fixes" for problem areas, incorporating safety as a factor in TIP project selection, and more awareness of safety planning for local road agencies.

Staff is working with local road agencies to implement a safety study of select Genesee County corridors completed in cooperation with the Michigan State Police and Wayne State University. For the FY 2014 MDOT Call for Safety Projects it was stated that the focus of the program was to fund road segments with fatal and serious injury crashes. Staff put together a call for projects notice to the local road agencies. This call included information from the safety study and staff encouraged locals to select projects that addressed areas with fatal and/or serious injuries and/or sites that were included in the safety study. Staff met individually with local road agencies to discuss potential projects. Safety projects submitted to MDOT were prioritized locally using these factors. The study was also included as an element in the 2014-2017 TIP call for projects.

B. MODAL ISSUES

1. *Highways*

The Flint-Genesee County 2035 Long Range Transportation Plan was completed, and approved in 2009. It serves as the foundation for many of the transportation planning and improvement activities undertaken in the area. Genesee County's economy is still strongly tied to the success or failure of General Motors. Staff will continue to identify land use changes as part of the process to update the Long Range Transportation Plan. In addition, several clarifications in requirements for the Long Range Transportation Plan have been addressed including the 8 planning factors outlined in SAFETEA-LU and the six management systems. With the 2040 LRTP update the document will be updated to include any new MAP-21 requirements including performance measures.

During the highway construction boom, interest focused on long-term projects. As a result, maintenance of the existing road network has generally been neglected. Most of the pavements built during the highway construction boom have either exceeded or are nearing their 20-year life expectancy. Maintenance activities used generally do not improve the longevity of the roadway. This method was sufficient when dealing with a limited number of roads which would receive major rehabilitation on a scheduled basis. However, the method is no longer adequate or efficient to handle the number of roads in need of attention.

Through activities described in the Pavement Management Program, a consistent evaluation process has been developed for the roads that qualify for federal aid in the county. This system assists in targeting necessary improvements and maintenance of the roads through continual monitoring of their surface conditions. PAVER was the pavement evaluation system used to evaluate the condition of the Genesee County Road network until 2007. In 2007 the PASER pavement evaluation system, after several years of evaluation, was selected as the system to be used for pavement evaluation and in the criteria for Transportation Improvement Program (TIP) project selection. Staff will continue to keep historic PAVER information and will continue to update PASER data in the County's GIS system.

2. *Transit Routes*

The Flint Mass Transportation Authority (MTA) provides over 6 million public transit trips annually through five types of service. The MTA currently operates primary routes, senior shopper service, peak routes, regional routes, and paratransit service.

There are fourteen primary routes. Thirteen (13) of the primary routes depart from the terminal located at the Inter-modal Transportation Center in downtown Flint. These routes radiate out into the City of Flint and selected locations in Genesee County. The primary fixed routes operate from 6:30 a.m. to 6:30 p.m. on thirty (30) minute intervals and on one (1) hour intervals until 11:30 p.m.

Saturday service operates from 6:30 a.m. to 11:30 p.m. on one (1) hour intervals and on Sunday from 9:00 a.m. to 7:30 p.m. on one (1) hour intervals.

The peak routes provide commuter service during peak periods with selected stops, providing service to the general public, workers and student populations. These routes operate weekdays, morning and afternoon.

The MTA also provides a demand response paratransit service known as "Your Ride". This service supplements fixed routes and serves those sectors of the public who cannot effectively use the regular fixed route services, due to disability or lack of access to a nearby fixed route. Within the City of Flint, eligibility is limited to persons who have mobility restrictions. Outside the fixed route area, any Genesee County resident can use the Your Ride service. The MTA has eleven (11) Your Ride Service Centers with locations in Burton, East Flint, West Flint, Grand Blanc, Fenton, Flushing, Mt. Morris, Swartz Creek, Clio, Otisville and Davison.

Through a State of Michigan Department of Transportation (MDOT) Specialized Services grant program, the MTA provides various community agencies with funding assistance for those populations with specialized transportation needs, such as the elderly and persons with disabilities. The availability of these specialized services makes daily activities possible for many elderly and disabled citizens in various communities throughout Genesee County.

Regional Transportation was implemented in September 1997. Regional service routes originate at the MTA Customer Service

Center at Harrison and Second Street in Downtown Flint and provide regular scheduled service to adjoining counties. Service is open to the general public but scheduled to meet the needs of Genesee County residents who need transportation to a work site outside of Genesee County. Regional routes are provided for six (6) counties surrounding Genesee County and some routes connect with suburban Detroit transit routes. This service is provided seven (7) days a week to meet the transportation needs of Genesee County residents.

Through Transit Planning, staff will continue to address transit needs within Genesee County.

3. *Air*

Bishop International Airport, dedicated in 1934, serves more than 800,000 passengers each year through six (6) commercial airlines and handles more than 21 million pounds of cargo annually. The airport, with a staff of approximately 50 full- and part-time employees, is managed by a nine-member authority appointed by the mayor of Flint and the Genesee County Board of Commissioners. The airport is currently working to expand its facilities.

Bishop International Airport finished the first phase of an intermodal expansion project that will capitalize on the Flint area's strategic location along national and international trade corridors. Bishop has direct access to interstates I-69 and I-75 as well as two major railroad systems. The first phase of the expansion cost approximately \$37 million and was a combination of local and High Priority funding. Bishop will continue to work on funding and implementing the remaining phases of the project.

Staff will continue to monitor activities involving Bishop Airport through the TSM Coordination activity.

4. *Rail*

Railroad grade crossings have been the major issues in rail transportation. Beginning with the TEA-21 authorization, HPP funds have been dedicated to making improvements to several rail crossings in southwestern Genesee County. These HPP crossing improvements were completed in 2007 fiscal year. Staff will continue to work with local road agencies to identify and evaluate

railroad grade crossings in Genesee County. Other important issues include the impact of federal cuts on local AMTRAK service and track improvements. Despite repeated attempts by various administrations to reduce or eliminate federal financial support, there is still a clear Congressional mandate to continue operating a national system of rail passenger service. The Flint AMTRAK terminal is located at the Dort Highway MTA Administration Building.

5. *Non-motorized*

Staff will continue to integrate non-motorized transportation into transportation planning in Genesee County. Through activities described in the Update Long-Range Transportation Plan, Transportation System Management, and the Transportation Improvement Program sections of the UWP, staff will address non-motorized needs and assist local jurisdictions with non-motorized project requests. In 2006 and 2007 staff inventoried the Genesee County non-motorized transportation system, identified a series of potential connectors to create a regional non-motorized transportation system, and completed work on the Genesee County Regional Transportation Plan. For the development of this plan staff formed the Genesee County Regional Trail Council to guide plan development. This council is made up of trail advocates and local units of government and will continue to meet focusing on trail planning and plan implementation. Staff, through a local grant awarded to our office, contracted consultants to complete preliminary engineering on the top 5 priority trails from the plan and is working with local agencies to fund trail construction.

C. STATEWIDE MODEL IMPLEMENTATION PROCESS

Genesee County staff was involved in the development of the Statewide Planning process and uses this model to initiate changes throughout our county planning process. The implementation of the statewide planning process has created additional linkages as well as strengthened existing ties with the state in all forms of transportation.

As a result of the statewide planning process, staff has been implementing changes in the UWP. Staff will continue to make changes and improvements that are consistent with the statewide planning process in the FY 2014 work program. In the following work elements, Staff has indicated how the UWP elements are related to elements in the statewide process. This highlights the coordination

and shared data gathering inherent in the planning process. One area of key importance to staff is the opportunity for more coordination on a local, regional and state level.

Please note that GCMPC is identified in the “Funding Sources” and “Funding Use by Agency” tables on the following pages rather than Metro. This correctly identifies GCMPC as the entity that provides the match for federal funds and as the entity that is reimbursed for work performed for the identified work items.

IIIA. DATA MANAGEMENT: DATA MANAGEMENT SYSTEMS

Objective

To collect and process land development, socioeconomic, and transportation data, which will be incorporated into an information management system. This information will be utilized to support all phases of the transportation planning process, including long range transportation planning, congestion Management, and the transportation model, and other activities of Metro.

Major Work Elements

The major work elements can be categorized into the collection, maintenance and processing of land use, socioeconomic, transportation, and geographic information systems (GIS) data.

Land Use Data: The maintenance of a zoning and building permit information file will be continued, with major zoning changes being monitored. The Genesee County Land Use inventory will also be maintained.

Socioeconomic Data: This item includes the maintenance, development, and processing of socioeconomic (employment and population) data including CENSUS, REMI, and Claritas databases. Other databases will be evaluated and incorporated into the management system as necessary. Socioeconomic (SE) projections developed and approved in the 2013 fiscal year and will be the main input into the updated transportation model for the 2040 Long range Transportation Plan update.

Transportation Data: Staff will work with other transportation agencies, such as MDOT and the MTA, to develop and maintain transportation related databases and incorporate this information into the management system. Transportation data includes information for automobiles, transit, rail, air, and freight and is related to service type, quality, use (counts and speed study), safety, and inventory.

Geographic Information Systems: staff will continue to transfer and update transportation, socioeconomic and land use data into a GIS format.

Products

Products will include a maintained database and GIS management system for Genesee County. Reports and graphics illustrating data analysis will be developed as necessary.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$12,885
MTA	\$0
FTA	\$2,635
FHWA (PL)	\$55,134
MDOT	\$1,349
SPR	\$5,397
TOTAL	\$77,399

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$70,654	1,240
MTA	\$0	0
MDOT	\$6,746	200
Consultant	\$0	0
TOTAL	\$77,399	1,440

IIIB. DATA MANAGEMENT: MODEL MAINTENANCE AND ANALYSIS

Objective

To implement, maintain and update the Flint-Genesee County transportation system model (TRANSCAD). This model will be used as the basis for developing current and future transportation plan updates. Model data will be exported to the current version of the air quality emissions model being used to evaluate air quality conformity of the LRTP and TIP, and amendments to each document as necessary and according to what our air quality conformity status dictates. The model may also be used to create sub-area models, information for corridor studies, and alternative analysis, for local units of government or other agencies.

Major Work Elements

MDOT will update files, as needed, utilizing census data and other data sources and will conduct traffic counts at external stations in Genesee County.

The calibrated transportation model, which is a component of the CMP, will be used for the development of the TIP and LRTP, and amendments to each. This includes model exports for air quality analysis for the plans and amendments as necessary and according to what our air quality conformity status dictates. Under this work item staff will attend training related to the air quality emissions model and will work to fully integrate it into the planning process in Genesee County. This includes testing of the model, potential air quality budget revisions, and analysis for updates or amendments to the TIP and LRTP as needed. Staff will work to better integrate congestion management into the transportation model, improving the CMP.

Staff with the assistance of MDOT and the modeling consultant will continue work on the update of the transportation model. The update will include the incorporation of 2010 Census data into the non-base years of the model and the development of new networks for new modeling years represented. The updated model will be used to identify road network deficiencies and to evaluate potential LRTP projects.

Staff will also work with project consultants and MDOT to run and update the current transportation model for various transportation studies. Staff will attend trainings in relation to transportation modeling.

Products

Model network attributes and factors will be updated for the 2040 LRTP update and as needed with the assistance of MDOT and a consultant. Updates will include changes resulting from amendments to TIP and LRTP projects, and the release of updated transportation and/or socio-economic related data. Staff will run the model for alternative analysis and scenarios as necessary. A fully incorporated MOVES2010 emissions model will be in place to run conformity analysis as necessary and according to what our air quality conformity status dictates. Updates to the model will be documented and the calibration report will be kept up to date with any new procedures. Staff used model outputs, existing and projected levels of congestion, to identify congested corridors as part of the CMP. Staff will continue to use the model and its outputs for the CMP, and will improve and monitor this process.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$39,588
MTA	\$0
FTA	\$9,350
FHWA (PL)	\$167,985
MDOT	\$2,361
SPR	\$9,444
TOTAL	\$228,728

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$144,781	2,560
MTA	\$0	0
MDOT	\$11,805	360
Consultant	\$72,142	1,280
TOTAL	\$228,728	4,200

**IVA. TRANSPORTATION SYSTEM MANAGEMENT (TSM) PLANNING:
TSM ACTIVITY COORDINATION**

Objective

To coordinate a short-range program intended to identify feasible traffic engineering, regulatory, public transportation, and various other measures that would provide for a more efficient utilization of existing transportation facilities. This activity will also enhance and complement the ridesharing activity to decrease the number of vehicles on the roadway and the long range transportation planning activity to improve the air quality and decrease energy use in Genesee County.

Major Work Elements

Staff will prepare for and conduct meetings related to transportation planning such as the Technical Advisory Committee and its' subcommittees. Staff will monitor and perform work related to non-motorized and intermodal transportation, congestion management, access management, Intelligent Transportation Systems (ITS), traffic flow, parking and other transportation system related elements. This includes work items such as workshops, reports and/or plan development. Staff will continue to evaluate and incorporate transportation related software into the Flint-Genesee County system and evaluate and maintain technologies, such as the GCMPC website, to publish and host work products and information related to transportation planning. Working through the TSM, TAC, and the Genesee County Metropolitan Alliance staff will begin to discuss and evaluate issues related to livability, climate change and performance measures with the goal of inventorying activities that are already in place to address these issues and to develop a plan for improvement.

When developing transportation related studies and reports staff will be conscious of how the data collected may be beneficial to the National

Environmental Policy Act (NEPA) to help facilitate Planning and Environmental Linkages (PEL).

Staff will perform any unanticipated work including activities resulting from the interpretation and/or implementation of certain MAP-21 requirements by FHWA and/or MDOT. Specifically this could include activities resulting from new guidance released from FHWA or development of specific performance measures by MDOT.

Products

Attendance of transportation related meetings including meeting preparation and work requested as staff of these meetings. Maintenance, update, and implementation of plans prepared under this work item including the Regional Trail Plan and I-475 extension feasibility study. Any unanticipated products including those related to MAP-21 implementation as described above.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$24,139
MTA	\$0
FTA	\$11,020
FHWA (PL)	\$96,432
MDOT	\$5,456
SPR	\$21,825
HPP	\$0
TOTAL	\$158,871

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$131,591	2,320
MTA	\$0	0
MDOT	\$27,281	800
Consultant	\$0	0
TOTAL	\$158,871	3,120

**IVB. TRANSPORTATION SYSTEM MANAGEMENT (TSM) PLANNING:
TRANSIT PLANNING**

Objective

To enhance and continue the development of an efficient and effective transit service in the Flint-Genesee County area. This activity will provide the avenue to perform in-depth studies of transit-related problems in operations/management, service planning, and energy contingency planning.

The information collected will be incorporated into the Update Long-Range Transportation Plan activity and serve as the transit element of the Long-Range Transportation Plan.

Major Work Elements

Staff will be in attendance at MTA meetings including Local Advisory Council meetings. Staff will assist the MTA in the determination of new fixed routes, transit related surveys, ITS integration plan, and the development and update of transit related plans such as the coordinated Public Transit-Human Services Transportation Plan. MTA staff will continue to collect information regarding the Your Ride Program and a survey of public and user opinion of the public transit system will be completed. Staff will work with the MTA to ensure transit projects in the TIP and LRTP demonstrate fiscal constraint. Metro will also coordinate with the MTA on matters related to land use issues for the region so that access to public transportation will be a consideration as new developments are planned.

Staff will continue to work with the MTA and a consultant on a transit needs study (Including BRT) along the I-75 corridor from Bay City to Detroit and on the MTA Transit Technology Assessment Study.

Products

Staff will work with the MTA, MTA consultants, and other planning agencies to develop, update, and implement transit related studies and surveys such as the coordinated Public Transit-Human Services Transportation Plan, transit use and needs survey and study, ridership surveys and ITS Integration Plan as needed.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$0
MTA	\$278,126
FTA	\$1,112,505
FHWA (PL)	\$0
MDOT	\$0
SPR	\$0
TOTAL	\$1,390,631

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$0	0
MTA	\$0	0
MDOT		0
Consultant	\$1,390,631	24,520
TOTAL	\$1,390,631	24,520

*\$1,078,485 is carryover from previous years.

**IVC. TRANSPORTATION SYSTEM MANAGEMENT (TSM) PLANNING:
RIDESHARING**

Objective

To continue implementation of an area-wide ridesharing program involving carpools, vanpools and public transportation information services. Promote and implement ridesharing programs within public and private sector organizations; assist individuals in making ridesharing arrangements; and coordinate ridesharing programs with public transportation, energy conservation, air quality and park-and-ride programs.

Major Work Elements

Staff will maintain a Local Ridesharing Office (LRO) within the offices of the Genesee County Metropolitan Planning Commission (GCMPC), and develop and implement appropriate ridesharing programs to meet the needs of the Flint Non-Attainment area. Because the Flint-Genesee County area is the employment/service center, the major focus of the ridesharing program will be in the Flint-Genesee County area. Staff will, however, provide a complete program of information and assistance to Lapeer County. Also, staff will maintain and implement a participant match database for these areas. Additional services to be provided include the identification of strategic locations for transit friendly car pool lots. Staff will evaluate and implement various promotional/marketing materials and methods for the Rideshare program such as billboard style advertisements, commercials, press releases, informational tables at events, and promotional giveaways such as pens, cups, etc.

Products

Products for this work item include a maintained Rideshare participant match database and marketing materials. Other items will be developed for the Rideshare program as needed.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$0
MTA	\$0
FTA	\$0
FHWA (PL)	\$0
MDOT	\$0
SPR	\$0
CMAQ	\$78,500
TOTAL	\$78,500

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$78,500	1,400
MTA	\$0	0
MDOT		0
Consultant	\$0	0
TOTAL	\$78,500	1,400

**IVD. TRANSPORTATION SYSTEM MANAGEMENT (TSM) PLANNING:
PAVEMENT MANAGEMENT PROGRAM**

Objective

To operate a Pavement Management Program for all roads in Genesee County with the exception of roads classified as local.

Major Work Elements

Staff will continue to evaluate and monitor ongoing maintenance and reconstruction projects within the pavement management network as to their relationship to the pavement management program. Assistance will be provided to local road agencies for data collection procedures and project selection, implementing maintenance procedures and showing the results of maintenance efforts, data collection as needed, and other pavement management related requests. Staff will continue to integrate pavement management data into the County GIS system.

Products

Staff will prepare a PASER condition summary for Metro and detailed reports as requested by the local units of government or agencies responsible for roads in Genesee County. Staff will continue to maintain the pavement management system, including software updates, and evaluate and implement new technologies and software as necessary.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$695
MTA	\$0
FTA	\$0
FHWA (PL)	\$3,135
MDOT	\$0
SPR	\$0
TOTAL	\$3,830

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$3,830	80
MTA	\$0	0
MDOT		0
Consultant	\$0	0
TOTAL	\$3,830	80

IVE. TRANSPORTATION SYSTEM MANAGEMENT (TSM) PLANNING: SAFETY CONSCIOUS PLANNING

Objective

MAP-21 requires that the Metropolitan planning process shall provide for the consideration of projects and strategies that will increase the safety and security of the transportation system for the motorized and non-motorized users. Safety Conscious Planning (SCP) implies a proactive approach to the prevention of accidents and unsafe transportation conditions by establishing an inherently safe transportation network. SCP achieves road safety improvements through small, but measurable changes, targeted at the whole network. The objective is to integrate safety considerations into the core activities of the transportation planning process.

Major Work Elements

Staff will work to keep the safety website and website links up to date and will work to educate locals on how to use these internet resources to create county and local level safety profiles in real time. Staff will also provide assistance with analysis and studies of high crash corridors and intersections as requested. The evaluation and implementation of safety analysis software will be continued. All safety planning activities will be documented in relevant plans and the GCMPC website.

GCMPC will work with the county Management of Information Systems (MIS) Department and potential consultants to improve the security of the data and operation systems.

Staff will continue to explore partnerships with other organizations, such as our partnership with the Michigan State Police and Wayne State University for the intersection safety study, to help improve safety and leverage additional safety money for the region. Future partnerships may include organizations such as the AAA Foundation for Traffic Safety, insurance agencies, and continued partnerships with the Michigan State Police and Wayne State University

Products

Products for this work item include analysis and studies of high crash corridors and intersections as requested, updated website with links and instructions to safety analysis tools to create real time safety profiles, and

other transportation safety related work items as needed. Staff will document all safety planning activities on the GCMPC website. Staff will continue to provide local road agencies with safety information and analysis on their road network as part of TIP project selection and also the annual MDOT call for safety projects.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$5,773
MTA	\$0
FTA	\$1,500
FHWA (PL)	\$24,345
MDOT	\$0
SPR	\$0
TOTAL	\$31,618

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$31,618	560
MTA	\$0	0
MDOT	\$0	0
Consultant	\$0	0
TOTAL	\$31,618	560

**VA. LONG RANGE TRANSPORTATION PLANNING PROGRAM:
UPDATE LONG RANGE TRANSPORTATION PLAN**

Objective

To maintain and update a MAP-21 compliant long range transportation plan. The long range transportation planning program involves the compilation of all the tools for analysis, evaluation and needs identification. These sections contribute the framework, along with public participation on which staff develops the long range transportation plan (LRTP).

Major Work Elements

Staff will monitor and update the 2035 LRTP as needed. Updates will include administrative modifications or amendments due to changes in projects or requirements that may result from the interpretation and/or implementation of certain MAP-21 requirements by FHWA and/or MDOT. Specifically for the LRTP this could include activities resulting from new guidance released from FHWA or development of specific performance measures by MDOT. Staff will continue development of the 2040 LRTP in the 2014 FY. The majority of the work for the LRTP update will be conducted under this work item, however, several of the reports and data sources such as Transit and Transportation Modeling will be conducted under other UWP work items. Consultants may be contracted to perform certain tasks for the LRTP update as needed. The Long Range Transportation Plan Steering Committee will continue to meet on a monthly basis during the development of the plan.

When developing the LRTP staff will be conscious of how the data collected may be beneficial to the National Environmental Policy Act (NEPA) to help facilitate Planning and Environmental Linkages (PEL).

As freight issues and freight planning take on more significance at a national level MPO's have been asked to identify specific tasks in their UWP's to better identify freight planning activities. The following is a listing of activities that outline freight planning in regards to the development and maintenance of the LRTP.

- MPO staff will work closely with state and federal transportation partners to further integrate freight planning into the transportation planning process including the State Freight Plan.
- MPO staff will work closely with local officials and interests to inventory and monitor freight routes and intermodal facilities within the metropolitan area.
- MPO staff will work closely with local officials and stakeholders to monitor freight related issues within the metropolitan area.
- Input from freight stakeholders will be sought by MPO staff and considered to successfully integrate freight planning into existing transportation planning processes.

Products

Products for this work item include updates to the plan due to changes in projects or requirements that may result from the interpretation and/or implementation of certain MAP-21 requirements by FHWA and/or MDOT. Items specific to the LRTP update include LRTP Steering Committee meetings, various reports on data collected, and draft plan chapters.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$101,671
MTA	\$0
FTA	\$51,249
FHWA (PL)	\$400,719
MDOT	\$688
SPR	\$2,752
TOTAL	\$557,079

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$292,762	5,160
MTA	\$0	0
MDOT	\$3,440	120
Consultant	\$260,877	4,600
TOTAL	\$557,079	9,880

VIA. PLANNING SUPPORT: TRANSPORTATION PROGRAM MANAGEMENT

Objective

To provide for administration of the 3-C transportation planning process and provide for the cooperative, continuing, comprehensive and intermodal nature of the entire planning program.

Major Work Elements

Staff will prepare and process monthly progress reports on the UWP, prepare programs/agendas for policy meetings, prepare the Final Acceptance Report, and attend MTPA Transportation Directors meetings. There will be a review of MAP-21, ACT 51 funding, and Economic Development Fund Programs for updates and to address any required changes as necessary including new legislation. Staff will implement the statewide planning process and work with the MTPA Directors to set priorities and policies such as a uniform financial plan for the various Michigan MPO LRTP's and TIP's.

Through this activity, staff will document the evaluation of public outreach efforts of Metro plans, programs, and other work activities as outlined in the Public Participation Plan (PPP). This information will be used to update the PPP and other improvement outreach efforts of the Metro. To help incorporate public comment received regarding Metro documents and programs there will be at least a two week period between the end of a comment period and committee action.

MDOT activities are related to the administration and review of the PL program. MDOT efforts will focus on the preparation of the Final Acceptance Report, State Review Committee Coordination, MTPA committee meeting attendance, contract administration related to the UWP and overall program administration. MDOT staff will provide for general departmental liaison and coordination with local and regional agencies and the general public. Other MDOT costs involving the more technical activities are indicated under the appropriate work activities.

Staff will also continue to maintain formal agreements and work cooperatively with surrounding counties on parts of the Flint/Genesee urbanized area that fall outside the metro planning area (SEMCOG Region).

Products

Products for this work item include programs/agendas for policy and committee meetings, Final Acceptance Report for the most recently completed fiscal year, a transportation planning process summary for use by the public, newsletters and presentations at public meeting as necessary.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$30,334
MTA	\$0
FTA	\$9,883
FHWA (PL)	\$125,654
MDOT	\$2,333
SPR	\$9,333
TOTAL	\$177,537

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$165,871	2,920
MTA	\$0	0
MDOT	\$11,666	360
Consultant	\$0	0
TOTAL	\$177,537	3,280

VIB. PLANNING SUPPORT: DEVELOP UNIFIED WORK PROGRAM (UWP)

Purpose

To prepare the Unified Work Program (UWP).

Major Work Elements

Specifically included under this work element is the preparation of the UWP. All work conducted regarding the UWP will be on a cooperative basis involving all local agencies, transportation providers, the general public, *and targeting groups* that have historically been underserved, who have an interest in transportation planning. Staff will be responsible for outreach, coordination and final preparation of the work program. Any amendments required will be prepared by staff.

Products

Staff will complete a UWP for FY 2015 and, if required, amendments to the FY 2014 UWP. In addition, changes will be made to the UWP as a result of any new planning regulations.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$2,079
MTA	\$0
FTA	\$1,000
FHWA (PL)	\$8,250
MDOT	\$344
SPR	\$1,376
TOTAL	\$13,050

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$11,329	200
MTA	\$0	0
MDOT	\$1,720	40
Consultant	\$0	0
TOTAL	\$13,050	240

VIC. PLANNING SUPPORT:
PREPARE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Purpose

To utilize the MAP-21 guidelines in evaluation of projects being proposed for the TIP. To prepare a TIP outlining the projects being proposed, justification, type of improvement, priority rating, and respective costs. Maintenance of the TIP including amendments and administrative modifications as required. Changes to the TIP will also be made as a result of the interpretation and/or implementation of certain MAP-21 requirements by FHWA and/or MDOT.

Major Work Elements

The FY 2011-2014 TIP document was developed and approved in FY 2010. FY 2014 work items for the FY 2014-2017 TIP will focus on maintenance of the TIP, which include working with TIP project agencies to monitor project status, preparation of status reports, preparation of amendments and administrative modifications to the TIP as requested by the TIP project agencies, air quality analysis related to TIP amendments, preparation and publication of an annual report as outlined in MAP-21, and public participation and documentation of public participation for the previously identified work items following the Public Participation Plan requirements. Changes will also be made to the TIP as a result of the interpretation and/or implementation of certain MAP-21 requirements by FHWA and/or MDOT. Specifically for the TIP this could include activities resulting from new guidance released from FHWA or development of specific performance measures by MDOT.

Staff will use the newly developed common data format for the development of the TIP. Staff will continue to develop the TIP database and evaluate software that will make the TIP process more uniform statewide.

As freight issues and freight planning take on more significance at a national level MPO's have been asked to identify specific tasks in their UWP's to better identify freight planning activities. The following is a listing of activities that outline freight planning in regards to the development and maintenance of the TIP.

- MPO staff will work closely with state and federal transportation partners to further integrate freight planning into the transportation planning process including the State Freight Plan. .
- MPO staff will work closely with local officials and interests to inventory and monitor freight routes and intermodal facilities within the metropolitan area.
- MPO staff will work closely with local officials and stakeholders to monitor freight related issues within the metropolitan area.

Products

Products for this work item include amendments and administrative modifications to the FY 2014-2017 TIP as necessary, an updated TIP database, TIP project status reports, and documentation of TIP public participation/outreach efforts. Staff will also publish, in accordance with the TIP notice requirements as identified in the Public Participation Plan, an annual listing of projects that were obligated, let for bid, under construction and/or completed during the previous fiscal year no more than 90 calendar days following the end of the represented fiscal year.

<i>Funding Sources</i>	
Agency	Cost
GCMPC	\$24,307
MTA	\$0
FTA	\$35,140
FHWA (PL)	\$70,000
MDOT	\$688
SPR	\$2,752
TOTAL	\$132,888

<i>Funding Use by Agency</i>		
Agency	Cost	Hours
GCMPC	\$129,447	2,280
MTA	\$0	0
MDOT	\$3,440	120
Consultant	\$0	0
TOTAL	\$132,888	2,400

APPENDICES

APPENDIX A

BUDGET NARRATIVE AND INDIRECT COST ESTIMATES

BUDGET NARRATIVE

Fiscal Year 2014

Fiscal Year 2014 will begin on October 1, 2013 and end on September 30, 2014.

Genesee County Metropolitan Planning Commission and Mass Transportation Contractual Relationship

The FTA funds shown in this UWP will be applied for by staff. The MTA will contract with the staff to carry out a portion of the work. Each agency will provide its own local match for the federal funds it receives.

GCMPC

GCMPC will provide its own cash match for FHWA and FTA funding. The match (18.15% for FHWA and 20% for FTA) will be shown in the funding source table next to the agency participating.

MDOT Match

Local match for SPR funds will be shown in the UWP for fiscal year 201(. MDOT (MTF, 20%) will be shown separately from SPR (federal share, 80%).

Cost Estimation Methodology

The dollar amounts shown in the responsible agency table are based on weekly cost estimates to finance a professional planner with support services. The dollar amount estimates include all fringes and support services. Estimates for labor are as follows:

<u>Agency</u>	<u>Labor Cost/Week</u>
GCMPC	\$2,267
MDOT	\$1,349

APPENDIX B

FISCAL YEAR 2014 UNIFIED WORK PROGRAM FUNDING SOURCES

**FUNDING SOURCES
FISCAL YEAR 2014 UNIFIED WORK PROGRAM**

Activities	GCMP	PL	FTA	Carry Over--PL	Carry Over--FTA	Ridesharing*	HPP*	Subtotal (GCMP)	SPR Match (MDOT)	SPR (MDOT)	Subtotal (MDOT)	Total
I. DATA MANAGEMENT												
A. Data Management Systems	\$12,885	\$55,134	\$2,635					\$70,654	\$1,349	\$5,397	\$6,746	\$77,399
B. Data Inventory and Model Maintenance	\$39,588	\$95,843	\$9,350	\$72,142				\$216,923	\$2,361	\$9,444	\$11,805	\$228,728
Subtotal	\$52,472	\$150,977	\$11,985	\$72,142				\$287,576	\$3,710	\$14,841	\$18,551	\$306,127
II. TSM PLANNING												
A. TSM Coordination	\$24,139	\$96,432	\$11,020					\$131,591	\$5,456	\$21,825	\$27,281	\$158,871
B. Transit Planning	** \$278,126	\$0	\$34,020		\$1,078,485			\$1,390,631	\$0	\$0	\$0	\$1,390,631
C. Ridesharing						\$78,500		\$78,500	\$0	\$0	\$0	\$78,500
D. Pavement Management	\$695	\$3,135						\$3,830	\$0	\$0	\$0	\$3,830
E. Safety Planning	\$5,773	\$24,345	\$1,500					\$31,618				\$31,618
Subtotal	\$308,733	\$123,912	\$46,540	\$0	\$1,078,485	\$78,500	\$0	\$1,636,170	\$5,456	\$21,825	\$27,281	\$1,663,451
III. LONG-RANGE PLANNING												
A. Update Long Range Transportation Plan	\$101,671	\$139,842	\$51,249	\$260,877				\$553,639	\$688	\$2,752	\$3,440	\$557,079
Subtotal	\$101,671	\$139,842	\$51,249	\$260,877	\$0			\$553,639	\$688	\$2,752	\$3,440	\$557,079
IV. PLANNING SUPPORT												
A. Program Management	\$30,334	\$125,654	\$9,883					\$165,871	\$2,333	\$9,333	\$11,666	\$177,537
B. Develop Unified Work Program	\$2,079	\$8,250	\$1,000					\$11,329	\$344	\$1,376	\$1,720	\$13,050
C. Prepare Transportation Improvement Program	\$24,307	\$70,000	\$35,140					\$129,447	\$688	\$2,752	\$3,440	\$132,888
Subtotal	\$56,721	\$203,904	\$46,023	\$0	\$0			\$306,648	\$3,365	\$14,518	\$16,826	\$323,474
GRAND TOTAL	\$519,597	\$618,635	\$155,797	\$333,019	\$1,078,485	\$78,500	\$0	\$2,784,033	\$13,220	\$58, +-	\$66,098	\$2,850,131

**\$278,126 of match to be provided by the MTA

*Ridesharing Funds are being requested under a separate application.

Studies and other contracted services
 Transit Planning -- Transit Studies \$498,357
 Model -- Transportation Model Consultant - \$72,142
 Long Range Transportation Plan Consultant - \$260,877
 MTA I-75 Corridor Transit Needs Study \$400,128
 MTA Technology Assessment Study \$180,000

GCMP-Genesee County Metropolitan Planning Commission Local Match
 PL-Federal Funds for Planning Activities from the Federal Highway Administration
 Ridesharing-Federal Funds for Transit Planning from Federal Transit Administration
 SPR-State Planning and Research funds
 HPP-High Priority Projects

Funding Sources - Transportation Planning Funds and GCMPC Match			
Activities	GCMPC	PL	Total
A. DATA MANAGEMENT			
1. Data Management Systems	\$12,226	\$55,134	\$67,360
2. Data Inventory and Model Maintenance	\$37,250	\$167,985	\$205,235
Subtotal	\$49,476	\$223,119	\$272,595
II. TSM Planning			
1. TSM Coordination	\$21,384	\$96,432	\$117,816
2. Transit Planning	\$0.00	\$0	\$0
3. Ridesharing	\$0	\$0	\$0
4. Pavement Management	\$695	\$3,135	\$3,830
5. Safety Planning	\$5,398	\$24,345	\$29,743
Subtotal	\$27,477	\$123,912	\$151,389
C. LONG-RANGE PLANNING			
1. Update Long Range Transportation Plan	\$88,858	\$400,719	\$489,577
Subtotal	\$88,858	\$400,719	\$489,577
D. PLANNING SUPPORT			
1. Program Management	\$27,863	\$125,654	\$153,517
2. Develop Unified Work Program	\$1,829	\$8,250	\$10,079
3. Prepare Transportation Improvement Program	\$15,522	\$70,000	\$85,522
Subtotal	\$45,215	\$203,904	\$249,119
GRAND TOTAL	\$211,027	\$951,654	\$1,162,681

Funding Sources - FTA and GCMPC Match			
Activities	GCMPC	FTA	Total
A. DATA MANAGEMENT			
1. Data Management Systems	\$659	\$2,635	\$3,294
2. Data Inventory and Model Maintenance	\$2,338	\$9,350	\$11,688
Subtotal	\$2,996	\$11,985	\$14,981
B. TSM PLANNING			
1. TSM Coordination	\$2,755	\$11,020	\$13,775
2. Transit Planning match is provided by the MTA	\$278,126	\$1,112,505	\$1,390,631
3. Ridesharing			
4. Pavement Management			
5. Safety Planning	\$375	\$1,500	\$1,875
Subtotal	\$281,256	\$1,125,025	\$1,406,281
C. LONG-RANGE PLANNING			
1. Update Long Range Transportation Plan	\$12,812	\$51,249	\$64,061
Subtotal	\$12,812	\$51,249	\$64,061
D. PLANNING SUPPORT			
1. Program Management	\$2,471	\$9,883	\$12,354
2. Develop Unified Work Program	\$250	\$1,000	\$1,250
3. Prepare Transportation Improvement Program	\$8,785	\$35,140	\$43,925
Subtotal	\$11,506	\$46,023	\$57,529
GRAND TOTAL	\$308,571	\$1,234,282	\$1,542,853

APPENDIX C

FISCAL YEAR 2014 UNIFIED WORK PROGRAM

RESPONSIBLE AGENCIES

RESPONSIBLE AGENCIES

UNIFIED WORK PROGRAM

<u>Activities</u>	<u>GCMPC</u>	<u>MDOT</u>	<u>MTA</u>	<u>CONSULTANT</u>	<u>TOTAL</u>
I. DATA MANAGEMENT					
A. Data Management Systems	\$70,654	\$6,746			\$77,399
B. Data Inventory and Model Maintenance	\$144,781	\$11,805		\$72,142	\$228,728
Subtotal	\$215,434	\$18,551		\$72,142	\$306,127
II. TSM PLANNING					
A. TSM Coordination	\$131,591	\$27,281			\$158,871
B. Transit Planning				\$1,390,631	\$1,390,631
C. Ridesharing	\$78,500				\$78,500
D. Pavement Management	\$3,830				\$3,830
E. Safety Planning	\$31,618				\$31,618
Subtotal	\$245,539	\$27,281	\$0	\$1,390,631	\$1,663,451
III. LONG-RANGE PLANNING					
A. Update Long Range Transportation Plan	\$292,762	\$3,440		\$260,877	\$557,079
IV. PLANNING SUPPORT					
A. Program Management	\$165,871	\$11,666			\$177,537
B. Develop Unified Work Program	\$11,329	\$1,720			\$13,050
C. Prepare Transportation Improvement Program	\$129,447	\$3,440			\$132,888
Subtotal	\$306,648	\$16,826			\$323,474
GRAND TOTAL	\$1,060,383	\$66,098	\$0	\$1,723,650	\$2,850,131

APPENDIX D

FISCAL YEAR 2014 UNIFIED WORK PROGRAM - LABOR ESTIMATES

**LABOR ESTIMATES
UNIFIED WORK PROGRAM**

<u>Activities</u>	<u>GCMPC HOURS</u>	<u>MDOT HOURS</u>	<u>MTA HOURS</u>	<u>CONSULTANTS HOURS</u>	<u>TOTAL HOURS</u>
I. DATA MANAGEMENT					
A. Data Management Systems	1240	200			1440
B. Data Inventory and Model Maintenance	2560	360		1280	4200
Subtotal	3800	560		1280	5640
II. TSM PLANNING					
A. TSM Coordination	2320	800		-	3120
B. Transit Planning			0.0	24,520	24520
C. Ridesharing	1400				1400
D. Pavement Management	80				80
E. Safety Planning	560				560
Subtotal	4360	800	0.0	24520	29680
III. LONG-RANGE PLANNING					
A. Update Long Range Transportation Plan	5160	120		4,600	9880
Subtotal	5160	120		4,600	9880
IV. PLANNING SUPPORT					
A. Program Management	2920	360			3280
B. Develop Unified Work Program	200	40			240
C. Prepare Transportation Improvement Program	2280	120			2400
Subtotal	5400	520			5920
GRAND TOTAL	18720	2000	0	30400	51120

APPENDIX E

FISCAL YEAR 2014 UNIFIED WORK PROGRAM - FLOW CHART

FLOW CHART UNIFIED WORK PROGRAM												
Activities	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
I. DATA MANAGEMENT												
A. Data Management Systems												
B. Data Inventory and Model Maintenance												
II. TSM PLANNING												
A. TSM Coordination												
B. Transit Planning												
C. Ridesharing												
D. Pavement Management												
III. LONG-RANGE PLANNING												
A. Update Long Range Transportation Plan												
IV. PLANNING SUPPORT												
A. Program Management												
B. Develop Unified Work Program												
C. Prepare Transportation Improvement Program												

APPENDIX F

Resolution

**RESOLUTION APPROVING THE
FY 2014 UNIFIED WORK PROGRAM**

WHEREAS, the Genesee County Metropolitan Alliance (Metro) is the designated policy committee and Metropolitan Planning Organization (MPO) for the Flint-Genesee County Transportation Planning Study Area, and

WHEREAS, the Metropolitan Planning Organization is responsible for the development of a Unified Work Program (UWP) which is required by both the Federal Transit Administration and Federal Highway Administration, and

WHEREAS, the Flint-Genesee County 2035 Long Range Transportation Plan and the FY 2014 Unified Work Program have been developed pursuant to Section 134 of Title 23 as amended, United States Code and Section 8(f) of the Federal Transit Act, and

WHEREAS, the FY 2014 Unified Work Program includes an analysis that identifies sources of anticipated revenue, responsible agencies and demonstrates how identified projects will be funded, and

NOW, THEREFORE, BE IT RESOLVED, it is the finding by the Genesee County Metropolitan Alliance that the FY 2014 Unified Work Program is consistent with the Flint-Genesee County 2035 Long Range Transportation Plan, and

BE IT FURTHER RESOLVED, that the Genesee County Metropolitan Alliance approves the FY 2014 Unified Work Program, and

BE IT FURTHER RESOLVED, that the current FY 2013 Unified Work Program remain in effect until the FY 2014 Unified Work Program has been approved by the Michigan Department of Transportation and the Governor, and has been found acceptable by the Federal Highway Administration, and the Federal Transit Administration.



Robert Johnson, Chairperson
Genesee County Metropolitan Alliance

6-19-13

DATE:

APPENDIX G

Certification

CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal July 1, 2013 to establish billing or final indirect costs rates for FY 2014 are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A 87). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Genesee County Metropolitan Planning Commission

Signature: 

Name of Official: Derek Bradshaw

Title: Director-Coordinator

Date of Execution: July 1, 2013

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
PROPOSED INDIRECT COSTS

	BUDGET	TOTAL DIRECT COSTS	UNALLOW- ABLE COSTS	INDIRECT COSTS
30005 Salary, Supervisor	90,695	0	90,695	0
30015 Salary, Permanent	916,510	654,960		261,550
Subtotal Salaries	1,007,205	654,960	90,695	261,550
30080 Longevity	52,417	28,291	7,678	16,448
33010 Social Security	92,963	59,644	7,526	25,793
33045 Medical Insurance	145,716	105,324	15,458	24,934
33060 Optical Insurance	2,102	1,431	133	538
33080 Dental Insurance	21,540	14,539	1,077	5,924
33085 Life/Health Insurance	17,995	11,908	950	5,137
33095 Retirement	200,286	92,530	7,870	99,886
33135 Other Fringes	155,604	106,285		49,319
33110 Worker's Compensation	9,527	8,372	226	929
33125 Unemployment	1,214	777	98	339
33126 Post-Retirement Benefit	234,186	147,075	19,675	67,436
Subtotal Fringes	933,550	576,176	60,691	296,683
30075 Salary, Per Diem	4,500		4,500	
35005 Supplies, Office	8,000	1,000		7,000
35020 Postage	5,500	500		5,000
35030 Magazines	500	100		400
35050 Supplies Computer	7,000	500		6,500
35055 Supplies Software	3,000	500		2,500
41040 Repairs, Office Equip.	1,000			1,000
46005 Bank Service Charges	500	0		500
46045 Consultant	1,483,102	1,483,102		0
46075 Health Serv. Employees	500	0		500
46135 Auditing	6,725	0		6,725
46200 Service Contracts, Gen.	9,000	800		8,200
46355 Telephone	9,000	450		8,550
46395 Printing	8,000	3,600		4,400
46435 Advertising	17,000	17,000		0
46450 Waste Collections	30,000	30,000		0
46500 Training, Employees	2,000	1,530		470
46575 Memberships	4,000	3,240		760
60005 Travel, Regular	500	400		100
65195 Books	500	0		500
0000 Computer Equipment Depreciation	12,026	0	0	12,026
Subtotal Other	1,612,353	1,542,722	4,500	65,131
75005 Attorney Fees, Corp Cnsl	25,000			25,000
75020 Convenience Copier	7,000			7,000
75025 Motor Pool	25,000			25,000
80070 CSA	50,802			50,802
80045 Rental County Office	60,000			60,000
Subtotal Intragovernmental Services	167,802	0	0	167,802
TOTAL	3,720,910	2,773,858	155,886	791,166

FRINGE BENEFIT
CALCULATION:

Total Fringes	<u>933,550</u>		
Total Salaries	1,007,205	=	92.69%

INDIRECT COST
CALCULATION:

Total Indirect Costs	<u>791,166</u>		
Direct Sal. & Frgs.	1,231,136	=	64.26%



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

Michigan Division
September 11, 2013

315 W. Allegan Street, Room 201
Lansing, MI 48933
517-377-1844 (office)
517-377-1804 (fax)
Michigan.FHWA@dot.gov

In Reply Refer To:
HDA-MI

Mr. David Wresinski
Director, Bureau of Transportation Planning (B340)
Michigan Department of Transportation
Lansing, Michigan

Dear Mr. Wresinski:

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have completed our review of the proposed planning activities and associated administrative requirements for the following FY 2014 Unified Planning Work Programs (UPWPs). These MPO work programs were submitted by your office in August and September 2013.

As a result of our review, the following FY2014 UPWPs are approved effective October 1, 2013. The 2014 fiscal year for these MPOs is from October 1, 2013 through September 30, 2014. Subject to the availability of funds, MDOT may request funding for the planning programs in accordance with established procedures. Note that Kalamazoo and Midland FY14 Work Programs were not received in time to include in this review and approval.

Region	FHWA Planning (PL) funds	FTA Planning (5303) funds
Bay City	\$182,416	\$50,800
Battle Creek	\$161,930	\$43,097
Benton Harbor	\$143,718	\$41,296
Flint	\$951,654	\$1,234,282
Grand Rapids	\$728,541	\$162,731
Holland	\$189,842	\$47,320
Jackson	\$183,961	\$46,428
Lansing	\$597,409	\$169,803
Muskegon	\$288,590	\$58,295
Niles	\$77,122	\$27,546
Saginaw	\$214,744	\$69,702

Although the FY 2014 UPWP is being approved, we did find areas which could be improved. Comments from both FHWA and FTA are included in the remainder of this letter. Below are recommendations to be considered by all MPOs. Attached to this letter are comments directed to specific MPO's.

FY14 UPWP Recommendations: Applicable to most MPOs

Among the Federal regulations for work programs (23 CFR 450.308 (c)) are the inclusion of a schedule. In general, the MPO work programs currently do not include a schedule; it is only implied that tasks will be completed during the given fiscal year. The inclusion of a more detailed schedule for tasks is recommended. One option is to state which quarter of the fiscal year a task is expected to be completed. It is recommended that work programs for FY15 include more specific schedules.

The Governor's "Regional Prosperity Initiative" is a new initiative. MPO activities related to filling out an application to this program are eligible to use PL funding, as are activities related to any redesignation of an MPO's planning area boundary. Activities related to fulfilling an awarded "Regional Prosperity Initiative" grant would not be eligible, as the grant would be the source of funding for the work. We will work with your staff in the first quarter of FY14 to develop standard language for MPOs to work from and amend into their FY14 Work Programs by January 1, 2014, if they expect to be spending time on this activity.

If you have any questions, please feel free to contact me at (517) 702-1827 or Mr. Stewart McKenzie, FTA, at (312) 353-2866.

Sincerely,



Andy Pickard PE, AICP
Transportation Planning Team Leader

For: Russell L. Jorgenson
Division Administrator

Attachment:

MPO-specific Recommendations for FY14 UPWP's

Please share the following with your program managers for each MPO. They, along with FHWA and FTA staff, can work with the MPO staff to review the comments and discuss expectations and schedules.

Battle Creek

No comments.

Bay City

As previously discussed, we will have further discussions with staff regarding the current method for providing the local match, in advance of the FY15 Work Program development.

Benton Harbor

Under Section 12.0 Freight Planning, the UPWP should indicate who the responsible party will be (consultant vs. SWPMC staff) for various freight planning tasks. Also, the Benton Harbor UPWP should describe the MPO's ongoing coordination with MDOT and other partners to implement the web-based STIP during FY 2014.

While the tasks identified overall are good with regard to transit planning efforts, it would be helpful to see clearly identified products within each task/project area, and actual funding breakdowns for the project areas in terms of PL and 5303 funding.

Flint

With over \$1M in carryover funding under Section 5303, the MPO should make it a little more clear what the estimated timeframes are for completion of the transit needs study for the I-75 Corridor and the Transit Technology Assessment Study. (page 17)

Grand Rapids

Under Tasks 6.1, 6.2 and 6.5, the funds should be identified as 5307. We would suggest that the MPO or ITP be identified as a lead agency for some type of coordinated planning effort with respect to human service transit planning and special needs populations. This was still an outstanding certification review issue in that neither party was identified as being responsible for updating the Region's Coordinated Human Services Transportation Plan in the MOA between the MPO and ITP.

FY 2013 CMAQ funding is being utilized to support the Clean Air Action Program. GVMC should discuss with MDOT the ability to utilize carry-over CMAQ funding for this program.

Funding for 5.0 Ridesharing is shown as FTA-CMAQ, but CMAQ is FHWA funding.

Asset Management task shows \$19,982.92 of MDOT-SPR funding, but Asset Management funding is state funding, not federal.

Holland

It is suggested that more attention (and funding) be given to the transit system planning and development. Some of the products seem light in content / impact (i.e. participation in other transit-related initiatives on page 12). Also, it was noted that the federal funding was evenly distributed amongst planning tasks. Is this realistic? Are all tasks so equal that they require the same amount of funding?

Jackson

The Jackson UPWP should describe the MPO's ongoing coordination with MDOT and other partners to implement the web-based STIP during FY 2014. Also, the Jackson UPWP Certificate of Indirect Costs needs to be signed.

Lansing

The Lansing UPWP refers to the CMP in the Long Range Transportation Plan section 502.02 and in the Transportation Systems Management 503.01 section. However, these sections do not indicate the CMP will be updated during FY 2014 or as part of the 2040 MTP update. In the Transportation Improvement Program section 505.02, an update to the CMP is described along with the STP Priority Assessment Guidelines and the Commission's regional growth policies. It would be helpful to consistently convey among the sections that the CMP will indeed be updated in FY 2014 as part of the 2040 MTP update.

The Lansing UPWP also does not mention an update to the existing Public Participation Plan or Title VI Plan during FY 2014. Section 504.01 describes applying the Public Participation Plan, not updating it, and an update of the Title VI Plan is not mentioned in section 504.02. It is our understanding that these tasks will be completed during FY 2014 and should be reflected in the UPWP.

It is encouraging to see the identification of transit roles and responsibilities throughout the document.

Muskegon

The work program is missing the Certificate of Indirect Cost and associated indirect cost calculation.

Niles

The Niles UPWP identifies that generally tasks will be accomplished during FY 2014. The addition of a schedule for the completion of specific tasks would improve the work program and

better satisfy federal requirements. Also, the Niles UPWP should describe the MPO's ongoing coordination with MDOT and other partners to implement the web-based STIP during FY 2014.

While the tasks identified overall are good with regard to transit planning efforts, it would be helpful to see clearly identified products within each task/project area, and actual funding breakdowns for the project areas in terms of PL and 5303 funding.

Saginaw

A discussion of priorities for the region needs to be added to the Work Program (including references to MAP-21). A logical location to place this text would be to accompany the table of "Transportation Issues" on page 5. Request that this be done prior to January 1, 2014.

Please add the July 29, 2013 letter (and its attachments) from Denise Jackson to Appendix D. This letter addressed our questions about valuation methodologies. Request that this be done prior to January 1, 2014.