

DRAFT

FY2017  
Transportation Planning  
Work Program

Metropolitan Planning Organization of Johnson County



*Approved May XX, 2016*  
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# FY2017 Transportation Planning Work Program

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Adopted by the MPO Urbanized Area Policy Board May XX, 2016

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## The Iowa City Urbanized Area Metropolitan Planning Organization

Transportation planning in the Iowa City Urbanized Area is conducted by the Metropolitan Planning Organization of Johnson County (MPOJC). On January 12, 1982 the governor of Iowa designated the Metropolitan Planning Organization for the Iowa City Urbanized Area. The **Urbanized Area Policy Board** is organized to conform with the federal requirements for an MPO. Seven governmental entities have voting representation on the Urbanized Area Policy Board. The Iowa City Community School District is represented by a non-voting member. The following member agencies have voting representatives on the Urbanized Area Policy Board.

City of Iowa City:	6 representatives
City of Coralville:	2 representatives
Johnson County:	2 representatives
City of North Liberty:	2 representatives
City of Tiffin:	1 representative
City of University Heights:	1 representative
University of Iowa:	1 representative
<hr/>	
<b>Total:</b>	<b>15 representatives</b>

The number of voting representatives is roughly proportional to population size, but does not allow any one member agency to control a majority of the board.

The **MPO** consists of a part-time Director who oversees two full-time transportation planners, one part-time transportation planner, and one traffic engineering planner. Augmenting the staff are two to three planning interns. Additional staff is shared with the City of Iowa City in the areas of secretarial, accounting, and legal services.

In addition to the Urbanized Area Policy Board, the MPO has established the **Transportation Technical Advisory Committee**. This committee is comprised of area transportation professionals and representatives of state and federal departments of transportation. The Transportation Technical Advisory Committee functions to aid MPO staff in identifying/addressing transportation issues and makes recommendations to the Urbanized Area Policy Board.

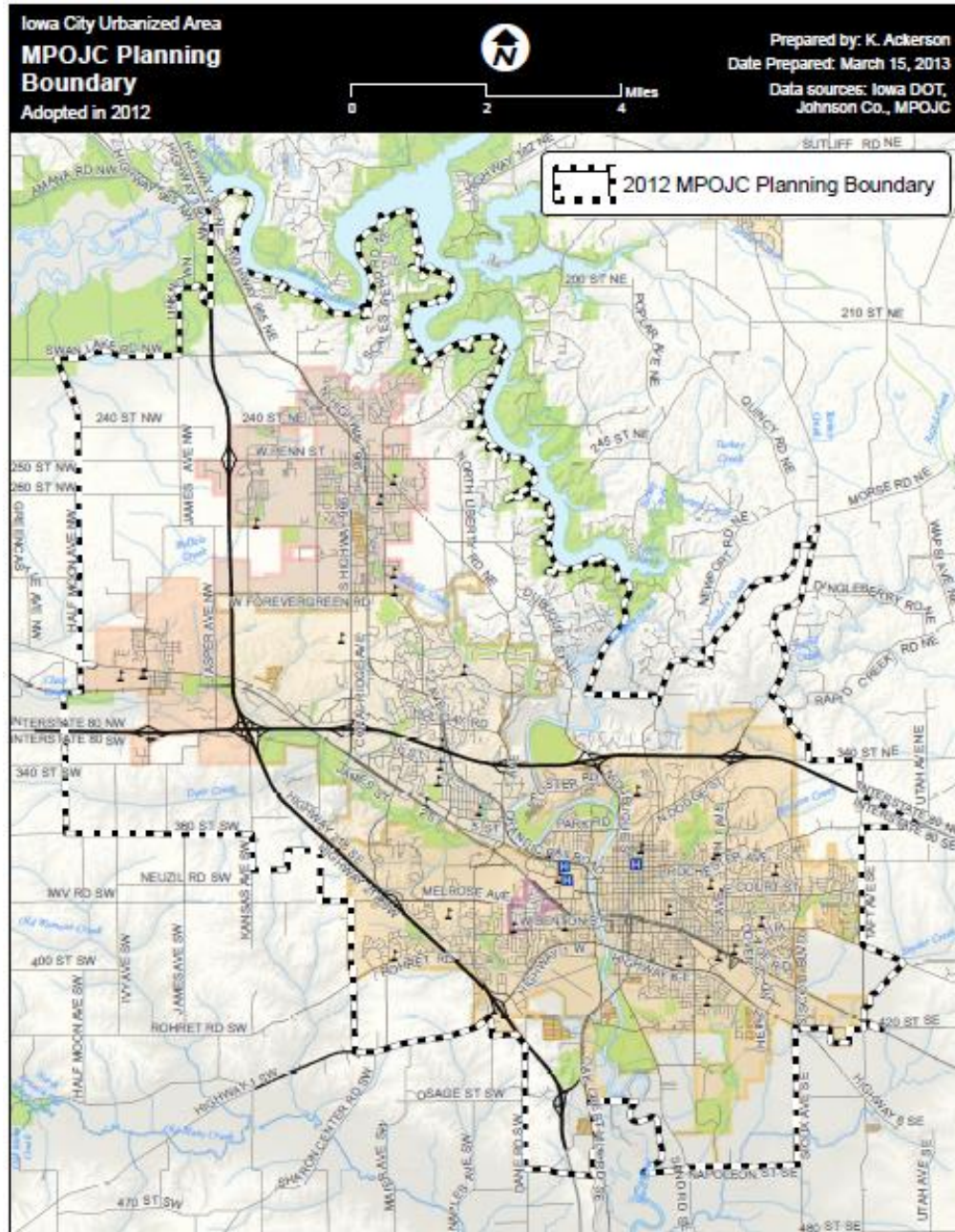
The **Regional Trails and Bicycling Committee** has been established to assist with discussion of pedestrian and bicycle-related issues, and provides recommendations on pedestrian and bicycling issues to the Urbanized Area Policy Board.

Additional ad hoc committees are formed on an as-needed basis.

## Long-Range Planning Area

The following map shows the MPO long-range transportation planning boundary. This boundary was amended by the Urbanized Area Policy Board in 2012. This area includes the census-designated Iowa City Urbanized Area as well as the adopted long-range growth areas for each city.

### Transportation Planning Boundary for the Iowa City Urbanized Area



## **Development of FY2017 MPOJC Transportation Planning Work Program**

The Transportation Planning Work Program is developed each year in a coordinated effort involving the MPOJC Regional Trails and Bicycling Committee, the Transportation Technical Advisory Committee, and the Urbanized Area Policy Board. A draft work program is assembled by MPOJC staff which includes special requested projects; ongoing and routinely occurring projects; projects required by the Federal Highway Administration, the Federal Transit Administration, and the Iowa Department of Transportation; and carry-over projects from the preceding fiscal year.

A process is conducted in January and February of each year whereby all members of the Transportation Technical Advisory Committee (including a representative from the Regional Trails and Bicycling Committee) are asked for project ideas for the following year's transportation planning work program.

There is also a public participation element of the preparation of the annual Transportation Planning Work Program. It has been the policy of MPO to have transportation planning projects requested by the "public" to be sponsored by one of the entities that belong to the MPO. For example, in FY16 MPOJC was asked to assist Iowa City with a complex traffic model update and traffic study to evaluate on-street bicycle and pedestrian accommodations in the downtown area; this project was initially requested through resident input.

The projects requested by the Transportation Technical Advisory Committee and specific work program items requested by Iowa DOT were forwarded to MPOJC public participation organizations as part of the Work Program development and notification process. Notice of the development of the Work Program was posted on the MPOJC website as well. The draft Work Program is then forwarded to the Federal Highway Administration, the Federal Transit Administration, and the Iowa Department of Transportation for review. Following the receipt of review comments, the final MPOJC Transportation Planning Work Program is prepared. This document is then submitted for final approval to the MPOJC Urbanized Area Policy Board.

## **Planning Priorities of FY2017 MPOJC Transportation Planning Work Program**

In general, the Work Program is oriented toward projects which 1) carry out the projects and procedures required due to our designation as a Metropolitan Planning Organization; 2) continue to address transportation needs and issues due to MPOJC being part of a growing and dynamic community; and 3) continuing our efforts to maintain and improve our multi-modal transportation network. A significant number of our work program projects are related to our growing population and changing traffic patterns, and to our continued emphasis on bicycle, pedestrian, and transit modes.

A priority for much of the urbanized area includes providing a solid transportation network for a rapidly growing population – the Iowa City metro area had the greatest growth in the state (7.7%) between 2010-2014 (U.S. Census Bureau). This population increase places demands on existing transportation infrastructure and also generates demands for new and expanded transportation facilities as indicated by many of this year's work program projects. Ensuring these demands are met with limited and uncertain transportation funding available to our region will no doubt be one of the biggest challenges the community faces in the coming years.

Another priority for the community is the construction of several new schools and numerous school expansion projects in the urbanized area. The MPO has and will continue to provide traffic forecasts and conduct site plan reviews for these projects, and make recommendations for necessary transportation infrastructure over the next several years.

The Iowa DOT is also currently planning for several very large capital infrastructure projects in the urbanized area – including the reconstruction of the Interstate 80/380 and interstate 80/1<sup>st</sup> Avenue interchanges and the construction of a new Forevergreen Road/Interstate 380 interchange. MPOJC has and will continue to provide traffic model estimates for these projects and programming for these projects necessary to satisfy Federal Highway Administration requirements.

# Revisions to the Transportation Planning Work Program

## Overview

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and sub-awards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. The Federal Transit Administration (FTA) has similar requirements documented in FTA Circular 5010.1C, which apply to FTA metropolitan planning grants. The State of Iowa uses a Consolidated Planning Grant where Federal Highway Administration (FHWA) and FTA planning funds are combined into a single fund managed through FTA's TEAM system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs.

## Waiver of approvals

All work program changes require prior written Federal approval, unless waived by the awarding agency. 2 CFR 200.308 outlines different types of revisions for budget and program plans, and the following summarizes revisions that require prior Federal approval, as well as other miscellaneous actions and allowable costs that require prior Federal approval. More information can be found on the FHWA website ([www.fhwa.dot.gov/planning/priorapprovals.cfm](http://www.fhwa.dot.gov/planning/priorapprovals.cfm)).

Types of Work Program revisions that require Federal approval include, but are not limited to, the following:

- Request for additional Federal funding.
- Transfers of funds between categories, projects, functions, or activities which exceed 10% of the total work program budget when the Federal share of the budget exceeds \$150,000.
- Revision of the scope or objectives of activities.
- Transferring substantive programmatic work to a third party (consultant).
- Capital expenditures, including the purchasing of equipment.
- Transfer of funds allotted for training allowances.

Types of revisions that require Iowa DOT approval include:

- Transfers of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000.

Types of revisions that require MPO/RPA approval include:

- Revisions related to work that does not involve federal funding.

## Revision and Approval Procedures

- All revision requests from MPOs and RPAs should be submitted electronically to the Iowa DOT Office of Systems Planning. Four hard copies of the revision shall also be sent to Systems Planning, which will be forwarded to the DOT District, FHWA, and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted/noted.
    - Modified section(s) of the plan's work elements with changes highlighted/noted.



- Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.
- Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

**NOTE:** All necessary Work Program approvals shall be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. More specifically in regards to the procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approvals.

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## **MPOJC Urbanized Area Policy Board**

Tom Gill	Coralville City Council
Jill Dodds	Coralville City Council
Kingsley Botchway II	Iowa City City Council
Terry Dickens	Iowa City City Council
John Thomas	Iowa City City Council
Susan Mims (Chair)	Iowa City City Council
Pauline Taylor	Iowa City City Council
Rockne Cole	Iowa City City Council
Janelle Rettig	Johnson County Board of Supervisors
Mike Carberry	Johnson County Board of Supervisors
Amy Nielson	Mayor, North Liberty
Terry Donahue	North Liberty City Council
Steve Berner (Vice-Chair)	Mayor, Tiffin
David Ricketts	University of Iowa
Weldon Heitman	Mayor, University Heights
Chris Lynch (non-voting)	Iowa City School Board

## **MPOJC Transportation Technical Advisory Committee**

Vicky Robrock	Manager, Coralville Transit
Dan Holderness	City Engineer, City of Coralville
Kelly Hayworth	City Administrator, City of Coralville
Chris O'Brien	Director, Resource Management, City of Iowa City
Ron Knoche	Director, Public Works, City of Iowa City
Jason Havel	City Engineer, City of Iowa City
Mark Rummel	Asst. Director, Resource Management, City of Iowa City
Geoff Fruin	Assistant City Manager, City of Iowa City
Dean Wheatley	Planning Director, City of North Liberty
Weldon Heitman	Mayor, University Heights
Doug Boldt	Tiffin City Administrator
Greg Parker	Johnson County Engineer
Tom Brase	Director, Johnson County SEATS
Brian McClatchey	Manager, University of Iowa Campus
David Kieft	Business Manager, UI
Sadie Greiner	Facilities Management, UI
Terry Dahms	MPO Regional Trails & Bicycling Committee
Cathy Cutler (ex-officio)	Planner, Iowa DOT
Darla Hugaboom (ex-officio)	Federal Highway Administration, Ames
Brock Grenis (ex-officio)	East Central Iowa Council of Governments
Mark Bechtel (ex-officio)	Federal Transit Administration, Kansas City

\*The Transportation Technical Advisory Committee is chaired by MPOJC staff.

## **MPOJC Regional Trails and Bicycling Committee**

Weldon Heitman	City of University Heights
Terry Dahms	Johnson County Trails Foundation
Doug Boldt	City of Tiffin
Brian Loring	Bicyclists of Iowa City
Janelle Rettig	Johnson County Board of Supervisors
Sherri Proud	City of Coralville
Michelle Ribble	University of Iowa
Shelly Simpson	City of North Liberty
Juli Seydell Johnson	City of Iowa City
Anne Duggan	Think Bicycles Coalition of Johnson County

\*The Regional Trails and Bicycling Committee is a subcommittee of the MPOJC Transportation Technical Advisory Committee.

## **MPOJC Transportation Planning Staff**

Kent Ralston, Executive Director  
Darian Nagle-Gamm, Senior Transportation Engineering Planner  
Brad Neumann, Assistant Transportation Planner  
Sarah Walz, Assistant Transportation Planner  
Emily Bothell, Assistant Transportation Planner

## Summary of Projects

The following sections identify projects that the MPO routinely completes as required by the Federal Highway Administration and Department of Transportation, new and ongoing projects that have been requested by MPO member entities, and past projects that staff completed in FY16. Projects are categorized by Administration, Comprehensive Planning, Short-Range Planning, Long-Range Planning, Traffic Engineering Planning, Transportation Improvement Program, and Purchasing of Equipment.

### Administration

**Task Objective:** Administration of MPO staff, including required transportation planning and programming documents, contracts, grant applications, agendas and information packets. The Administration work element will also be responsible for work items not traditionally associated with transportation planning. Staff coordination, hiring and training is also conducted under Administration. Administration projects are coordinated by the Executive Director with assistance from all MPOJC staff.

#### **Project Description (general work items):**

1. Develop and administer elements of the annual **Transportation Planning Work Program (TPWP)**
2. Administer adopted **Public Participation Plan (PPP)**, and update as necessary
3. Develop annual **Transportation Improvement Program (TIP)**, and amend as necessary
4. Update **Long Range Multi-Modal Transportation Plan** as necessary, adopted in May 2012 - full update to be completed by May 2017
5. Consider 5310 amendments to **Passenger Transportation Plan (PTP)** - holding no less than two Committee meetings
6. Assist with triennial and quadrennial reviews as required
7. Assist with updates of Federal Transit Administration documents
8. Contract renewals, including paratransit contracts with municipalities and contracts between municipalities
9. Preparation of materials for policy board and technical committee meetings
10. Coordination with the East Central Iowa Council of Governments, Iowa DOT, and U.S. DOT
11. Administration of MAP-21 grant programs and regulations
12. Assist local transit agencies with setting **Disadvantaged Business Enterprise (DBE)** goals, and the reporting on goal attainment
13. Administer regional Surface Transportation Program and Transportation Alternatives Program Funds

#### **FY17 Final Work Products and estimated time of completion:**

1. Coordinate ad hoc committees as required [ongoing]
2. Review Public Participation Plan [first quarter or 1Q]
3. FY18 Passenger Transportation Plan [3Q]
4. FY18 Transportation Planning Division budget [2Q & 3Q]
5. FY18 Transportation Planning Work Program [3Q & 4Q]
6. Consolidated transit grant applications – three systems [3Q & 4Q]
7. Finalize update to the Long Range Multi-Modal Transportation Plan – to be adopted May 2017 [1Q - 3Q]

#### **Previous Work in FY16:**

1. Assisted with Disadvantaged Business Enterprise reports for Coralville Intermodal Center (Coralville) [ongoing]

2. Updated the Passenger Transportation Plan, and assisted with transit grant applications and programs
3. Developed FY16 Policy Board and technical committee meeting materials
4. Completed FY17 Transportation Planning Work Program
5. Completed Consolidated transit grant applications – three systems
6. Assisted with Paratransit service contract documents
7. Assisted with contracts for fixed route service
8. Assisted with a variety of grant applications for metropolitan area transportation capital projects (all MPOJC entities)

## Comprehensive Planning

**Task Objective:** Integrate transportation planning and land use planning for MPO member agencies. The goal of this task is to incorporate land use planning, best practices of site design, environmental sustainability, and economic development with transportation planning. MPO staff will typically work as part of a team with municipal staff on Comprehensive Planning-related projects. One of the Assistant Transportation Planners will be assigned to Comprehensive Plan-related projects.

### **Project Description (general work items):**

1. Assist with arterial street planning issues as required
2. Assist with review of development projects
3. Assist with analyses related to economic development activities
4. Travel demand modeling activities
5. Assistance with comprehensive planning as requested by member agencies
6. Update urbanized area arterial street plan as required
7. Land use, urban design, housing, human services, environmental, solid waste management, recreation, open space, and utilities planning activities affecting, but not strictly related to, transportation planning
8. Assist Iowa City Neighborhood Services Planning Division

### **FY17 Final Work Products and Estimated Time of Completion**

1. Assist with transportation analysis related to comprehensive planning (Yapp, Iowa City) [As needed] [ongoing]
2. Assistance with transit related planning (Wheatley, North Liberty) [1Q] [ongoing]
3. Assistance with Watershed Management Authority (Holderness, Coralville) [As needed]

### **Previous Work in FY16:**

1. Assisted with traffic studies for the St. Andrew Church property redevelopment (From, University Heights)
2. Continued assistance with transportation components of Blue Zones initiative (Yapp, Iowa City) [1Q]
3. Provided GIS support and analysis for various projects (Yapp, Iowa City) [ongoing]
4. Assisted with Scanlon Farms development review (Holderness, Coralville)
5. Assisted Iowa City Transit with bus route evaluations (O'Brien, Iowa City) [ongoing]

## Short-Range Planning

**Task Objective:** Conduct planning activities for MPO member agencies focusing on the 0-10 year planning horizon. Short-range planning items are completed by one of the Assistant Transportation Planners.

### **Project Description (general work items):**

1. Update Transit Capital Equipment Replacement Plan and Program of Projects
2. Quarterly and year-end transit statistical summaries
3. Transit on-time performance studies as requested
4. Short-range trail, bicycle and pedestrian planning activities
5. Assist with development of Surface Transportation Program Block Grant and Transportation Alternatives Program projects
6. Conduct Federal Environmental Justice evaluations as needed
7. Activities related to the Americans with Disabilities Act, including complementary paratransit plan monitoring and curb ramp inventory/improvement planning
8. Short-range transit financial planning activities
9. Assist member entities with meeting livability planning principles related to EPA, HUD, and DOT policies
10. Assist member entities with applications for FHWA, FTA, DOT, EPA, and HUD grant funds as opportunities arise
11. Review FAST Act implementation circulars and provide regional input when necessary

### **FY17 Final Work Products and Estimated Time of Completion:**

1. Assist Economic Development Division as needed (Yapp, Iowa City) [ongoing]
2. Assist with GIS mapping including maintaining zoning map as needed (Yapp, Iowa City) [As needed] [ongoing]
3. Traffic studies for new developments as required (Holderness, Coralville) [ongoing]
4. Assist MPO entities with Bicycle Friendly Community applications upon request (Ralston, MPOJC) [As needed]
5. Continued assistance with 4-lane to 3-lane conversions (Knoche, Iowa City) [1Q]
6. BONGO passenger survey (Robrock, Coralville) [3Q]
7. Assist with pursuit of Gold status for Bicycle Friendly Community certification (Fruin, Iowa City) [4Q]
8. Assistance with Iowa City Bike Master Plan (Fruin, Iowa City) [1Q]
9. Support GIS needs as City Staff develop understanding of GIS (Knoche, Iowa City)
10. Assist with transportation funding grant applications (TSIP, TIGER, RISE) (Knoche, Iowa City) [As needed]
11. Assist with data collection and mapping related to STAR program (Yapp, Iowa City) [As needed]

### **Previous Work in FY16:**

1. Heritage Christian School Traffic Impact Analysis (Wheatley, North Liberty)
2. Re-evaluate the Byington/Melrose/Grand/S. Grand area for traffic circulation issues (Ralston, Iowa City) [deferred pending construction]
3. Reviewed development traffic studies as required (Holderness, Coralville)
4. Pedestrian/bicycle counts at various locations on trail system (Holderness, Cvl)
5. Evaluation of streets for four-lane to three-lane conversions (Yapp, Iowa City)



## Long-Range Planning

**Task Objective:** Conduct planning activities for member agencies focusing on the 10-25 year planning horizon. While there is often some overlap between short-range planning and long-range planning, projects in long-range planning are oriented toward projects beyond the 10-year time frame. Long-range planning items are assigned to one of the Assistant Transportation Planners with assistance from the Traffic Engineering Planner.

### **Project Description (general work items):**

1. Update urbanized area long-range transit planning documents as required
2. Assist with urbanized area trail planning as required, including Johnson County trails in adjacent area
3. Long Range Transportation Plan update process; the next update is planned to be adopted in May 2017

### **FY17 Final Work Products and Estimated Time of Completion:**

1. Assist with I-380 / Forevergreen Road interchange (Cutler, Iowa DOT) [ongoing]
2. Evaluate placing Capitol / Kirkwood connection on Federal Aid Map (Yapp, Iowa City) [1Q] [ongoing]
3. Update traffic model forecast for McCollister Boulevard (Yapp, Iowa City) [3Q]
4. Assist with the reevaluation of the Oakdale Boulevard alignment east of Hwy 1 (Knoche, Iowa City) [3Q]
5. Assist with the studies to pursue federal funding for relocation of transit facility (Knoche, Iowa City) [4Q]

### **Previous Work in FY16:**

1. Assisted with review of local impacts of IDOT I-80/I-380 Systems Interchange improvements projects as required (Holderness, Coralville) [ongoing]
2. Assisted Iowa City Transit with maintenance/storage facility relocation (O'Brien, Iowa City) [ongoing]
3. Assisted with Downtown Iowa City streetscaping projects (Ackerson, MPOJC)

## Traffic Engineering Planning

**Task Objective:** Conduct traffic engineering planning studies. Traffic engineering has become a very important component of the MPO's overall work program, both for the traffic studies and the information they provide, but also for the support traffic engineering brings to the other tasks within the overall work program.

### **Project Description (general work items):**

1. Traffic counts
2. Traffic signal warrant studies
3. Traffic signal operation studies
4. On-street parking evaluations
5. Traffic control signage evaluations
6. Lane marking evaluations
7. Street light evaluations
8. Traffic collision data analysis
9. Street alignment and traffic signal concept design
10. Preparation of ordinance legislation
11. Respond to individual and neighborhood group requests for traffic control measures
12. Administer Iowa City Traffic Calming Program
13. Traffic modeling & maintenance of adopted MPO traffic model

### **FY17 Final Work Products and Estimated Time of Completion:**

1. Continued assistance with the Downtown Traffic Model Study (Knoche, Iowa City) [ongoing]
2. Traffic counts and evaluations as related to development proposals (Yapp, Iowa City) [As needed]
3. Traffic counts at Melrose / Sunset and Melrose / Koser (From, University Heights) [1Q] [ongoing]
4. Traffic counts and analysis of intersection warrant studies for capital projects (Knoche, Iowa City) [As needed]
5. Assist with review of Traffic Calming projects (Knoche, Iowa City) [As needed]
6. Assist with review of SUDAS specifications/design guide (Knoche, Iowa City) [4Q]
7. Identify gaps in the sidewalk network near schools and employment areas/corridors (Yapp, Iowa City) [1Q]
8. Camp Cardinal / Kennedy Parkway Pedestrian Crossing evaluation (Ralston, Iowa City) [2Q]
9. All-Way Stop Control analysis at North Riverside Drive / River Street (Ralston, Iowa City) [2Q]
10. Dubuque Street trail traffic control signage evaluation (Ralston, MPOJC) [1Q]
11. Crosswalk evaluation between Dover and First Avenue (Ralston, Iowa City) [2Q]
12. Crosswalk evaluation at Muscatine / College intersection (Walz, Iowa City) [2Q]
13. North Riverside Drive In-Street Yield to Pedestrian signage evaluation (Walz, Iowa City) [1Q]
14. Yewell / Highland School Crossing Evaluation (Walz, Iowa City) [1Q]
15. Assistance with 1<sup>st</sup> Avenue and Coral Ridge Avenue traffic signal coordination studies/grants/projects (Holderness, Coralville) [As needed]
16. Review of development traffic studies as required (Holderness, Coralville)
17. Assistance with Safe Routes to School study in response to ICCSD discretionary busing policy (Holderness, Coralville) [1Q]
18. Conduct a review of bicycle wayfinding signage for additional needs evaluation (Holderness, Coralville) [4Q]
19. Analysis and recommendations related to Iowa City community School District

- withdrawal of discretionary busing in North Liberty (Wheatley, North Liberty) [1Q]
- 20. Review of potential mid-block pedestrian crossing on Melrose near Evashevski Drive (Quezada, University Heights) [4Q]
- 21. Evaluate Hawkins / UIHC S. Entrance and Hawkins / Evashevski intersections (Ricketts, University of Iowa) [3Q]
- 22. Update to the 2012 North Dubuque Street / North Liberty Road Traffic Study (Parker, Johnson County) [2Q]
- 23. Hwy 382 and Racine Avenue Pedestrian Crossing Evaluation (Rasmussen, Solon) [2Q]
- 24. All-Way Stop Control study at 120<sup>th</sup> Street (Division Street) / Summit Street (Taylor, Swisher) [2Q]
- 25. Assist as needed with six lane I-380 between 1-30 and US 30 (Cutler, DOT)
- 26. Assist as needed with I-80 / I-380 interchange reconstruction (Cutler, DOT)
- 27. Assist as needed with I-80 / 1<sup>st</sup> Avenue interchange modification (Cutler, DOT)
- 28. Assist as needed with widening of I-80 from Hwy 1 to the east MPO boundary (Cutler, DOT)
- 29. Evaluate entranceway speed limit signage; traffic speed/volume collection (Kemp, Hills) [3Q]
- 30. Evaluate pedestrian signage near Hills Elementary (Kemp, Hills) [3Q]
- 31. Traffic Signal Warrant Study and Hwy 6 & Ireland Avenue (Berner, Tiffin) [2Q]
- 32. Inventory and evaluation of trail directional signs (RTBC) [4Q]
- 33. Inventory of bicycle racks in downtown Iowa City and other public areas such as schools, recreation centers, ect. (RTBC, All) [4Q]
- 34. Assist with traffic counts as requested by MPO entities (Nagle-Gamm, MPOJC)

**Additional Traffic Count Requests:**

- A. ADT and peak hour turning movements at existing roundabouts (repeat every 2-3 years) (Larson, Coralville) [ongoing]
- B. Pedestrian and bicycle counts at various locations on trail system (Holderness, Coralville)
- C. Bicycle and pedestrian counts along trails (RTBC, All)

**Previous Work in FY16:**

- 1. Reviewed VA Hospital / HWY 6 intersection operations (Bulechek, VA Hospital)
- 2. Penn Street traffic counts from I-380 to CRANDIC Railroad (Wheatley, North Liberty) [ongoing pending construction]
- 3. Flashing Yellow Arrow analysis Hwy 1/Hwy 6 corridor (Nagle-Gamm, MPOJC) [ongoing]
- 4. Reviewed development traffic studies as required (Holderness, Coralville)
- 5. Traffic counts as requested (Holderness, Coralville) [ongoing]
- 6. Bicycle and pedestrian counts (From, University Heights)
- 7. Pedestrian counts on the pedestrian plaza (Fruin, Iowa City)
- 8. Hwy 965 / Commercial Drive intersection traffic study (Wheatley, North Liberty)

## **Transportation Improvement Program (TIP)**

**Task Objective:** State and federal project programming for member agencies. The TIP is assigned to one of the Assistant Transportation Planners.

**Project Description (general work items):**

1. Amend current TIP as required
2. Coordinate with Iowa DOT on the State TIP

**FY17 Final Work Products and Estimated Time of Completion:**

1. Transit financial planning documentation for TIP (FTA) [3Q]
2. Amend the FY16-19 MPOJC TIP as needed [as necessary]
3. Complete the FY17-20 MPOJC TIP [4Q]

**Previous Work in FY16:**

1. Completed the FY16-19 MPOJC TIP

## **Purchasing of Equipment**

**Task Objective:** To acquire equipment for the purpose of collecting data to complete tasks/projects identified in this Work Program. The following equipment will be purchased utilizing local Surface Transportation Program funds. Those funds will be transferred to the FTA and will be included in the Consolidated Planning Grant.

**Equipment Description:**

1. n/a

**FY17 Final Work Products and Estimated Time of Completion:**

1. n/a

**Previous Work in FY16:**

1. n/a

# FY2017 MPOJC Transportation Planning Work Program Budget Summary

Federal Transit Administration Metropolitan Planning funds and Federal Highway Administration PL funds will be used for staff salaries which will support the MPOJC Transportation Planning Work Program.

## Funding Sources

Agency	FY2017 Assessment	Percentage
Iowa City	\$243,371	42.3%*
U.S. DOT	\$190,000	33.0%
Johnson County	\$25,311	4.4%
University of Iowa	\$23,817	4.1%
Coralville	\$22,323	3.9%
North Liberty	\$15,790	2.7%
Tiffin	\$2,299	0.4%
Other MPO Entities	\$2,726	0.5%
FY16 internal carryover	\$50,000	8.7%
<b>Total MPO Budget</b>	<b>\$575,637</b>	<b>100%</b>

\*Includes funding for Neighborhood and Development Services Department-specific services, equivalent to 0.5 Administration Budget (\$68,377) and 0.8 FTE Transportation Planning (\$94,872).

Percentages are rounded. More detail on FY17 assessments is provided in the FY17 MPOJC Budget document.

## Summary of Federal FY17 Funds and Anticipated FY17 Carryover

New FTA 5305d	\$42,335
FTA Carryover	\$57
New FHWA PL	\$165,972
FHWA Carryover	\$57,495
FHWA STP Carryover	\$2,151
Subtotal	\$268,010
Anticipated use in FY17	\$190,000

## Estimate of Federal Fund Distribution and Employee Hours

	Percentage	Employee Hours	Federal Fund Expenditure
Administration	20%	1,594	\$38,000
Comprehensive planning	10%	797	\$19,000
Long-range planning	15%	1,195	\$28,500
Short-range planning	25%	1,992	\$47,500
Traffic engineering planning	27%	2,151	\$51,300
Transportation Improvement Program	3%	239	\$5,700
<b>Total</b>	<b>100%</b>	<b>7,968</b>	<b>\$190,000</b>

## Budget Summary of Federal Fund Distribution

Activity/work element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	20% LOCAL Match	Total
Administration	\$11	\$8,467	\$11,499	\$18,023	\$9,500	\$47,500
Comprehensive Planning	\$6	\$4,234	\$5,750	\$9,010	\$4,750	\$23,750
Long Range Planning	\$9	\$6,350	\$8,624	\$13,517	\$7,125	\$35,625
Short Range Planning	\$14	\$10,584	\$14,374	\$22,528	\$11,875	\$59,375
Traffic Eng. Planning	\$15	\$11,430	\$15,523	\$24,332	\$12,825	\$64,125
TIP	\$2	\$1,270	\$1,725	\$2,703	\$1,425	\$7,125
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
<b>*Total</b>	<b>\$57</b>	<b>\$42,335</b>	<b>\$57,495</b>	<b>\$90,113</b>	<b>\$47,500</b>	<b>\$237,500</b>

Totals may not equal actual figures due to rounding.

Note: FTA 5305d and FHWA PL carryovers are budgeted to be drawn down first.

**Estimate of FY2017 Section 5305d  
and PL Quarterly Expenditures**

<b>Quarter</b>	<b>Amount of 5305d and PL Funds</b>
1st	\$47,500
2nd	\$47,500
3rd	\$47,500
4th	\$47,500
Total	\$190,000





Metropolitan Planning Organization of Johnson County  
410 E. Washington St. ■ Iowa City, Ia 52240

### **Statement Regarding Direct and Indirect Cost Allocations**

The Metropolitan Planning Organization of Johnson County (MPOJC) does not intend to charge any indirect costs associated with the transportation planning program to federal grants. Because only direct personnel expenses will be charged to the federal grants, we do not prepare a cost allocation plan. By use of the system of accounts employed by the City of Iowa City, these expenses can be directly attributed to the appropriate funding source.

A handwritten signature in blue ink, appearing to be "Kent Ralston", written over a horizontal line.

Kent Ralston; Executive Director

### **Statement Regarding Disadvantaged Business Enterprise Goals**

The Metropolitan Planning Organization of Johnson County (MPOJC) does not intend to charge any indirect costs to federal grants. Only direct personnel expenses for permanent staff will be charged to the federal grants; therefore MPOJC does not have a DBE goal.

A handwritten signature in blue ink, appearing to be "Kent Ralston", written over a horizontal line.

Kent Ralston; Executive Director



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### MPO/RPA Self-Certification of Procurement and Consultant Selection Procedures

This is to certify that I have reviewed the Iowa DOT Purchasing Rules (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.

  
\_\_\_\_\_  
(Signature)

  
\_\_\_\_\_  
(Please Print Name)

  
\_\_\_\_\_  
(Title)

  
\_\_\_\_\_  
(Name of Organization)

  
\_\_\_\_\_  
(Date Signed)

(Signed by the official having the authority to initiate procurements or consultant selection for the organization or by a higher level official.)

## Listing of locally requested FY17 Work Program projects

The following is a summary of projects requested by MPO member entities for the FY17 Work Program. The summary includes 'new' projects for which requests were made after solicitation from the MPO. This list does not include generally reoccurring projects or on-going projects for which work has begun but has not been finalized.

#	Project	Requestor	Entity
1	Assist with pursuit of Gold status for Bicycle Friendly Community certification	Fruin	Iowa City
2	Assistance with Iowa City Bike Master Plan	Fruin	Iowa City
3	Support GIS needs as City Staff develop understanding of GIS	Knoche	Iowa City
4	Continued assistance with the Downtown Traffic Model Study	Knoche	Iowa City
5	Continued analysis of 4-lane to 3-lane conversions	Knoche	Iowa City
6	Traffic counts and analysis of intersection warrant studies for capital projects	Knoche	Iowa City
7	Assist with transportation funding grant applications (TSIP, TIGER, RISE)	Knoche	Iowa City
8	Assist with the reevaluation of the Oakdale Boulevard alignment east of Hwy 1	Knoche	Iowa City
9	Assist with the review of Traffic Calming projects	Knoche	Iowa City
10	Assist with the review of SUDAS specifications and design guide	Knoche	Iowa City
11	Assist with the studies to pursue federal funding for relocation of transit facility	Knoche	Iowa City
12	Assist Economic Development Division as needed	Yapp	Iowa City
13	Assist with GIS mapping including maintaining zoning map	Yapp	Iowa City
14	Traffic counts and evaluations related to development proposals	Yapp	Iowa City
15	Evaluate placing Capitol / Kirkwood connection on Federal Aid map	Yapp	Iowa City
16	Update traffic model forecast for McCollister Boulevard	Yapp	Iowa City
17	Assist with data collection and mapping related to STAR program	Yapp	Iowa City
18	Identify gaps in sidewalk network near schools and employment areas/corridors	Yapp	Iowa City
19	Camp Cardinal / Kennedy Parkway Pedestrian Crossing evaluation	Ralston	Iowa City
20	All-Way Stop Control analysis at North Riverside Drive / River Street	Ralston	Iowa City
21	Dubuque Street Trail traffic control signage evaluation	Ralston	IC/JC
22	Assist MPO entities with Bicycle Friendly Community applications upon request	Ralston	All
23	Crosswalk evaluation between Dover and First Avenue	Ralston	Iowa City
24	Crosswalk evaluation at Muscatine / College intersection	Walz	Iowa City
25	North Riverside Drive In-Street Yield to Pedestrian signage evaluation	Walz	Iowa City
26	Yewell / Highland School Crossing Evaluation	Walz	Iowa City
27	Assistance with Watershed Management Authority	Holderness	Coralville
28	Assistance with 1 <sup>st</sup> Avenue and Coral Ridge Avenue traffic signal coordination studies/grants/projects	Holderness	Coralville
29	Review of development traffic studies as required	Holderness	Coralville
30	Assistance with Safe Routes to School study in response to ICCSD discretionary busing policy	Holderness	Coralville
31	Pedestrian/bicycle counts at various locations on the trail system	Holderness	Coralville
32	ADT and peak hour traffic counts at roundabouts (repeat every 2-3 years)	Holderness	Coralville
33	Conduct a review of bicycle wayfinding signage for additional needs evaluation	Holderness	Coralville
34	Analysis and recommendations related to Iowa City Community School District withdrawal of discretionary busing in North Liberty	Wheatley	North Liberty
35	Review of potential mid-block pedestrian crossing on Melrose near Evashevski Drive	Quezada	University Heights
36	Evaluate Hawkins / UIHC S. Entrance and Hawkins / Evashevski intersections	Ricketts	U of Iowa

37	Update to the 2012 North Dubuque Street / North Liberty Road Traffic Study	Parker	Johnson County
38	Highway 382 and Racine Avenue Pedestrian Crossing Evaluation	Rasmussen	Solon
39	All-Way Stop Control study at 120 <sup>th</sup> Street (Division Street) / Summit Street	Taylor	Swisher
40	Assist as needed with I-80 / I-380 Interchange reconstruction project	Cutler	DOT
41	Assist as needed with I-380 / Forevergreen Road interchange project	Cutler	DOT
42	Assist as needed with Six lane I-380 between I-80 and US 30	Cutler	DOT
43	Assist as needed with I-80 / 1 <sup>st</sup> Avenue interchange modification	Cutler	DOT
44	Assist as needed with widening of I-80 from Hwy 1 to the east MPO boundary	Cutler	DOT
45	Evaluate entranceway speed limit signage; traffic speed/volume collection	Kemp	Hills
46	Evaluate pedestrian signage near Hills Elementary	Kemp	Hills
47	Assist with traffic counts as requested by MPO entities	Nagle-Gamm	All
48	Traffic Signal Warrant Study at Hwy 6 & Ireland Avenue	Berner	Tiffin
49	Inventory of and evaluation of trail directional signs	RTBC	All
50	Inventory of bicycle racks in downtown Iowa City and other public areas such as schools, recreation centers, ect	RTBC	Iowa City
51	Bicycle and pedestrian counts along trails	RTBC	All