



# City of Grand Island

Tuesday, August 22, 2017

Council Session

## Item G-15

**#2017-234 - Approving Agreement with NDOR-Intermodal Planning Division for the Grand Island Area Metropolitan Planning Organization (GIAMPO) for the 2018 Fiscal Year TRANSIT, Section 5305, Transportation Planning Program**

Staff Contact: John Collins, P.E. - Public Works Director

# **Council Agenda Memo**

**From:** Allan Zafft, MPO Program Manager

**Meeting:** August 22, 2017

**Subject:** Approving Agreement with NDOT-Intermodal Planning Division for the Grand Island Area Metropolitan Planning Organization (GIAMPO) for the 2018 Fiscal Year TRANSIT, Section 5305, Transportation Planning Program

**Presenter(s):** John Collins PE, Public Works Director

## **Background**

All agreements must be approved by the City Council. In March 2013 the City of Grand Island was designated as a urbanized area with a population over 50,000 which requires the metropolitan area to establish a transportation planning process in accordance with Title 23 CFR 450 of the current federal transportation bill. On an annual basis, the Grand Island Area Metropolitan Planning Organization (GIAMPO) develops a Unified Planning Work Program (UPWP), which identifies work activities to be performed during the fiscal year. The UPWP is approved by the GIAMPO Policy Board and Technical Advisory Committee. The UPWP is then submitted to the Nebraska Department of Transportation for review, and forwarded for approval for federal reimbursement by the Federal Highway Administration and Federal Transit Administration.

## **Discussion**

The Nebraska Department of Transportation-Intermodal Planning Division has drawn up Program Agreements with the City of Grand Island for the purpose of assisting the Local Public Agency (LPA) in obtaining Federal financial assistance to ensure a continued, comprehensive, and cooperative transportation planning process between the state and local governments for the Grand Island Metropolitan Planning Area for Fiscal Year 2018. The agreement with the Department of Transportation is attached for reference.

The maximum Federal Transit Administration, Section 5305 Funding, participation under the FY 2018 (July 1, 2017 – June 30, 2018) Unified Planning Work Program (UPWP) is 80%, with a not to exceed amount of \$22,754.40 for FY 2018 eligible costs.

The local 20% funds would be the City's obligation not to exceed \$5,688.60 and can be part of inkind services (staff time & expenses).

Total cost is not expected to exceed \$28,443.00 for the GIAMPO transit planning portion.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

### **Recommendation**

City Administration recommends that the Council authorizes the Mayor to sign the Fiscal Year 2018 Transit Transportation Planning Program agreement.

### **Sample Motion**

Move to approve resolution authorizing the Mayor to sign the agreement.

AGREEMENT  
BETWEEN  
THE CITY OF GRAND ISLAND  
AND THE  
STATE OF NEBRASKA  
DEPARTMENT OF TRANSPORTATION

City of Grand Island  
Project No. C990(018)  
Section 5305 – FTA Planning

THIS AGREEMENT, entered into by the City of Grand Island (hereinafter referred to as City) and the State of Nebraska, Department of Transportation (hereinafter referred to as the State) is for the purpose of providing partial funding of Grand Island Area Metropolitan Planning Organization's (GIAMPO) transportation planning activities scheduled to be performed commencing July 1, 2017, as outlined in the Unified Planning Work Program attached to this Agreement.

Funding for GIAMPO's portion of transportation planning activities is shown in the Unified Planning Work Program (hereinafter referred to as Program). The maximum amount of cash support from the State under this Agreement is \$9,160 of 49 USC Section 5305(d) and (e) funds for Fiscal Year 2018. The Project funds referred to in this Agreement are subject to the enactment of final apportionment funding and the grant management requirements of the Federal Transit Administration Circular FTA C 5010.1D, Rev.1, August 27, 2012, and specifically, the Financial Management provisions contained in Chapter VI. The Federal Share of the Project funds will be from FTA Grant 1815-2017-3, Catalog of Federal Domestic Assistance #20.505.

WHEREAS, the Federal transportation's legislation requires that a continuing, comprehensive transportation planning process be carried on cooperatively between State and Local governments in urban areas of over 50,000 population; and

WHEREAS, City has agreed to establish and maintain a continuing comprehensive and cooperative transportation planning process in the Metropolitan Area on behalf of those governmental subdivisions; and

WHEREAS, City has been designated as the recipient agency for planning funds pursuant to the Federal Transportation Administration's legislation; and

WHEREAS, the Federal transportation's legislation requires the State to administer the 49 USC Section 5305 MPO Planning Funds for the Federal Transit Administration (FTA);

NOW, THEREFORE, in consideration of these facts the parties agree as follows:

I. SCOPE OF AGREEMENT

- A. The work to be performed under the terms of this Agreement for City's transportation planning program will be conducted in accordance with the fiscal year 2018 Program included herewith as Attachment "C" and made a part of this Agreement..
- B. City shall:
  - 1. Provide the necessary administration of committees and staff, and consult, collaborate and coordinate with the State to accomplish the objectives of the Program.
  - 2. Assign qualified City staff personnel as needed to execute City's portion of the Program.
  - 3. Coordinate all transit planning activities conducted by the GIAMPO with other transportation service providers in the area.

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4. Arrange for and conduct meetings and conferences to review working details and make presentations to the principals, participants and other interested groups and bodies as will best promote and effect cooperation, coordination and understanding in the Program.

C. State shall:

1. Assign qualified personnel as needed to accomplish tasks assigned to or agreed to by the State.

## II. DURATION OF AGREEMENT

CITY and the State agree to perform their responsibilities as outlined in the Program within the time of this Agreement. The Agreement shall cover all work performed commencing with the fiscal year beginning July 1, 2017 and ending June 30, 2018.

## III. PAYMENT

- A. The State agrees to pay for the services rendered by City under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct and indirect costs in accordance with the applicable provisions of 23 CFR 172 and the contract cost principles and procedures set forth in 48 CFR Part 1.31.6 of the Federal Acquisition Regulation System. Direct and indirect costs shall not exceed, in any event, twenty-eight thousand four hundred forty three dollars (\$28,443) for costs incurred during fiscal year 2018.
- B. Payments will be made to City not more often than once each thirty (30) days, and shall be for services theretofore performed under this Agreement. City shall submit invoices in duplicate within twenty (20) days following the end of the period covered by the account. The invoices or supplements thereto shall be the basis of payment pursuant hereto, and shall contain a statement of City's estimate of the percentage of work completed and be signed by a responsible representative of City certifying that all of the items therein are true and correct for the work performed under the provisions of this Agreement. Payment shall be made subject to audit by duly authorized representatives of the State. The State upon receipt of the proper invoices will make every reasonable effort to provide payment to City within fifteen (15) calendar days thereafter.
- C. Payment for partial billings will be determined by multiplying the value of the percentage of work completed by 0.80. In no event may the total interim payments exceed eighty percent of the value of the total work completed and may not exceed \$28,443 for fiscal year 2018.
- D. City shall submit to the State a listing of all City personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is understood that the salaries and expenses of the Chairperson of City, and the City Council will not be reimbursable as direct costs to Program. It is agreed that employees of City whose time is directly assignable to the Program shall keep and sign a time record showing element of the Program, date and hours worked and title of position.

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- E. It is understood that reimbursement for out-of-state, other than Nebraska, Iowa, and Kansas City, travel costs will not be requested by City unless written prior approval for such travel has been given by the State. The rate of reimbursement will be that allowed by the State for travel by its own employees.

#### IV. CHANGES IN THE PROGRAM

- A. If, after consultation with the State, it is determined that changes to the Program are necessary, written approval by the State and the FTA shall be obtained.
- B. The parties to this Agreement agree to collaborate closely on the decisions affecting the composition, scope and duration of the work and those decisions shall receive the written approval of the State prior to proceeding with the Program.
- C. If, as the work progresses, major changes in the schedules, funding, scope, character or estimated total cost of the work to be performed is deemed necessary or desirable, adjustments for payment or modification in the performance of the work shall be submitted by supplemental agreement to the State for review and approval by the State and the FTA.

#### V. REPORTS

City shall prepare reports suitable for publication as indicated in the work program. A draft of each report shall be submitted to the State for review and approval. Upon final review and approval by the State, and the FTA, Lincoln will deliver a final report. Both draft and final reports can be transmitted electronically in a formatted file agreeable by the State.

#### VI. INSPECTION OF WORK

The State and authorized personnel of the FTA or any authorized representative of the Federal government shall at all times be accorded proper facilities for review and inspection of the work hereunder and shall at all times have access to the premises of all books, records, correspondence, instructions, receipts, vouchers and memoranda of every description pertaining to the work hereunder.

#### VII. RECORDS

City shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of this Agreement and shall produce for examination books of account, bills, invoices and other vouchers, or certified copies thereof if originals be lost, at such reasonable time and place as may be designated by the State, FTA or any authorized representative of the Federal government and shall permit extracts and copies thereof to be made, during the contract period and for three (3) years after the date of final payment.

#### VIII. AUDITS

City shall at all times afford a representative of the State, FTA, or any authorized representative of the Federal government, reasonable facilities for examination and audits of the cost account records; shall make such returns and reports to a representative as he

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may require, shall produce and exhibit such books, accounts, documents and property as he may desire to inspect, and shall in all things aid him in the performance of his duties. Lincoln shall be responsible for meeting the audit requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Super Circular).

#### IX. OWNERSHIP OF DATA

Originals of all documents including computer tapes, tracings, drawings, estimates, specifications, field notes, investigations, studies, etc., as instruments of service under terms of this Agreement are to be the joint property of the political jurisdiction and governmental agencies participating in the transportation planning process. Copies of said documents will be made available to such participants upon request at costs of such reproduction.

#### X. PUBLICATION OR RELEASE OF INFORMATION

- A. Papers, interim reports, forms or other material which are a part of the work under contract will not be copyrighted without written approval of the State and FTA.
- B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.
- C. Publication by either party shall give credit to the other party and to the FTA. However, if the State or FTA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of the State or the Federal Transit Administration."
- D. In the event of failure of agreement between the State and City relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which event the non-concurrence of the other party shall be set forth, if requested.
- E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the plans are permissible.
- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in the presentation to the effect that the paper had not been reviewed by the State.

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## XI. CLAIMS

City indemnifies, saves and holds harmless the State and all its agents and employees of and from any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the work to be performed by City hereunder and further agrees to defend at its own sole cost and expense any action or proceeding commenced for the purpose of asserting any such claim of whatever character arising as a result of the action taken hereunder by City. It is further agreed that any and all employees of City and all other employees except employees of the State while engaged in the performance of any work or services required or provided for herein to be performed by City shall not be considered employees of the State, and that any and all claims that may or might arise under the Workers' Compensation Act of the State of Nebraska on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees while so engaged on any of the work or services provided to be rendered herein shall in no way be the obligation or responsibility of the State.

## XII. CONTRACTUAL SERVICES

All agreements for contractual services pertinent to the Program and subject to partial reimbursement under this Agreement shall be submitted to the State for review and prior to final execution shall have been approved in writing by the State. City intends to provide the services pertinent to the Program with its own personnel. It is understood, however, that not less than fifty percent (50%) of such work will be performed with City personnel and/or by subcontract with other public agencies.

## XIII. CANCELLATION

The State reserves the right to cancel this Agreement at any time it deems it to be in the best interest of the State upon giving thirty (30) days written notice of such cancellation to City. If the contract is cancelled under this provision, the State shall reimburse City for all expenses incurred and work completed to the date of cancellation.

## XIV. LIMITATIONS OF LAW

It is mutually understood between the parties that the final authority in highway matters now vested in the State by federal and state statutory and case law shall not be affected by this Agreement.

## XV. NONDISCRIMINATION

City agrees to abide by the provisions of the Nebraska Fair Employment Practices Act as provided by Neb.Rev.Stat. §48-1101, through 48-1126 (Reissue 2010); and all regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49 CFR, Parts 21 and 27 as set forth in Exhibit "A" attached hereto and hereby made a part of this agreement.

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#### XVI. TITLE VI

As the State is the recipient of the FTA Section 5305 funds and extends FTA financial assistance to City to comply with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq. and related provisions in regulation, the State shall provide assistance to City in complying with the general reporting requirements and shall monitor Lincoln's compliance with Title VI (as outlined in Circular 4702.1B, Chapter III, 3, 10 and 11 and Appendix K). If City subcontracts any of its metropolitan planning organization activities that the State provides the FTA Section 5303 funds for these activities, these Title VI provisions shall extend to the subcontracts.

#### XVII. DISADVANTAGED BUSINESS ENTERPRISES

The Contractor, sub-recipient or sub-contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the Department deems appropriate.

#### XVIII. LOBBYING CERTIFICATION

City agrees to abide by the provisions of the Federal Lobbying Certification since federal funds shown in this agreement exceed \$100,000. "Certification for grants, loans, and cooperative agreements" is included herewith as Exhibit "B" and made a part of this agreement.

#### XIX. EQUIPMENT

- A. The State agrees to participate in the cost of specialized items of equipment, not of a nature normally used or required in the regular administrative or engineering operations of City, which items are required for, and will be used primarily on work incident to this Agreement, and the cost of which is considered reasonable.
- B. City agrees to certify that items of equipment included in direct costs have been excluded from the indirect costs.
- C. City agrees to obtain the approval of the State and of the FTA prior to the purchase of an item of equipment of the type described above in Paragraph A.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

EXECUTED by City this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

City of Grand Island

\_\_\_\_\_

EXECUTED by the State this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

STATE OF NEBRASKA  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
Abraham Anshasi, P.E.  
Assistant Intermodal Planning Engineer

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## NONDISCRIMINATION CLAUSES

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- (1) Compliance with Regulations: The Contractor will comply with the Regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Parts 21 and 27, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) Nondiscrimination: The contractor, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the ground of handicap, race, color or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix "A," "B," and "C" of Part 21 of the Regulations.
- (3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of handicap, race, color or national origin.
- (4) Information and Reports: The contractor will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Highway Department or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Highway Department, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the State Highway Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to,
  - (a) withholding of payments to the contractor under the contract until the contractor complies, and/or
  - (b) cancellation, termination or suspension of the contract, in whole or in part.

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- (6) Incorporation of Provisions: The contractor will include the provisions of paragraph (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The contractor will take such action with respect to any subcontract or procurement as the State Highway Department or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the State to enter into such litigation to protect the interests of the State, and in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

## CERTIFICATION REGARDING LOBBYING

### Certification for Grants, Loans, and Cooperative Agreements

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions as amended by "Government wide Guidance for New Restrictions on Lobbying."

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all such sub-recipients shall certify and disclose accordingly.

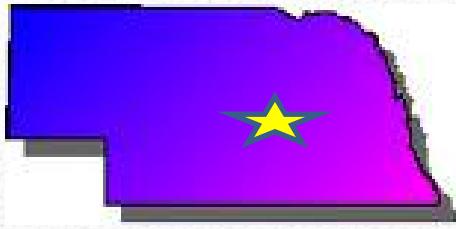
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Certified by the City of Grand Island this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

City of Grand Island

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City of Grand Island  
Project No. C990(018)  
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# Grand Island Area Metropolitan Planning Organization (GIAMPO)

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## *FY 2018 Unified Planning Work Program*

The preparation of this document has been financed in part through funds from the Federal Highway Administration, Federal Transit Administration, the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23 U.S. Code, and Nebraska Department of Roads. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

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*APPROVED ON MAY 23, 2017 BY THE GIAMPO POLICY BOARD (RESOLUTION 2017-6)*

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**Grand Island Area Metropolitan Planning Organization (GIAMPO)  
Unified Planning Work Program for Fiscal Year 2018**

**Policy Board Members**

**Chair – Jeremy L. Jensen**

**Vice-Chair – Chuck Haase**

**MPO Director/Secretary – John Collins**

**Mayor:** Jeremy L. Jensen

**Grand Island Council Members:** Vaughn Minton, Mike Paulick, Julie Hehnke, Chuck Haase

**County Board Members:** Doug Lanfear, Gary Quandt

**Planning Commission Chair:** Pat O'Neill

**Nebraska Department of Roads Director:** Kyle Schneweis

**Ex-Officio (non-voting) Members include:**

**FHWA Nebraska Division Administrator:** Joseph Werning

**FTA Region VII Administrator:** Mokhtee Ahmad

**Approved Ex-Officio (non-voting) Other Members:**

**City of Grand Island:** Marlan Ferguson, John Collins, Terry Brown, Chad Nabity

**Nebraska Department of Transportation:** Noel Salac, Wes Wahlgren

**Federal Transit Administration:** Mark Bechtel

**Federal Highway Administration:** Justin Luther

**Technical Committee Members**

**Chair – Chad Nabity**

**Vice Chair – Terry Brown**

**MPO Director/Secretary – John Collins**

**Grand Island Public Works Director:** John Collins

**Grand Island City Administrator:** Marlan Ferguson

**Grand Island Manager of Engineering Services:** Terry Brown

**Hall County Regional Planning Director:** Chad Nabity

**Hall County Public Works Director:** Casey Sherlock

**Two representatives from NDOR; one designated by the Planning and Development Engineer and the District**

**Four Engineer:** Noel Salac, Wes Wahlgren

**Merrick County Public Works Director or Highway Superintendent:** Mike Meyer

**One representative from the Village of Alda:** Ramona Schafer

**Ex-Officio (non-voting) Members:**

**FHWA Nebraska Division Transportation Planner or designee:** Justin Luther

**FTA Region VII Transportation Planner or designee:** Mark Bechtel, Logan Daniels, Daniel Nguyen

**NDOR Local Projects Division Urban Engineer:** Larry Legg

**Grand Island Finance Director:** Renae Griffiths

**One representative from the Union Pacific Railroad and one representative from the Burlington Northern Santa Fe Railroad may be appointed to the committee by their respective companies; other rail system operators may be added by the policy board as needed:** Kyle Nodgaard, Kelli O'Brien

**One representative from the Grand Island Area Chamber of Commerce:** Cindy Johnson

**One representative from the Grand Island Area Economic Development Corporation:** Mary Berlie

**The Board of the Central Nebraska Regional Airport may appoint one representative:** Mike Olson



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## General Acronyms

<b>ADA</b>	Americans with Disabilities Act
<b>AICP</b>	American Institute of Certified Planners
<b>AMPO</b>	Association of Metropolitan Planning Organizations
<b>APA</b>	American Planning Association
<b>CFR</b>	Code of Federal Regulations
<b>DOT</b>	Department of Transportation
<b>FAST Act</b>	Fixing America's Surface Transportation Act
<b>FHWA</b>	Federal Highway Administration
<b>FTA</b>	Federal Transit Administration
<b>FY</b>	Fiscal Year
<b>GIAMPO</b>	Grand Island Area Metropolitan Planning Organization
<b>GIS</b>	Geographical Information System
<b>HPMS</b>	Highway Performance Management System
<b>LEP</b>	Limited English Proficiency
<b>L RTP</b>	Long Range Transportation Plan
<b>MAP-21</b>	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
<b>MPA</b>	Metropolitan Planning Area
<b>MPO</b>	Metropolitan Planning Organization
<b>NDOR</b>	Nebraska Department of Roads
<b>ONE DOT</b>	Federal Highway Administration and Federal Transit Administration
<b>PEA</b>	Planning Emphasis Areas
<b>PPP</b>	Public Participation Plan
<b>TAC</b>	Technical Advisory Committee

<b>TIP</b>	Transportation Improvement Program
<b>TrAMS</b>	Transit Award Management System
<b>UPWP</b>	Unified Planning Work Program
<b>3-C</b>	Continuing, Cooperative, and Comprehensive

## Introduction

### What is the UPWP?

The purpose of the Unified Planning Work Program (UPWP) is to provide the citizens of the Grand Island Area Metropolitan Planning Organization (GIAMPO) and all partnering governing bodies with an outline of the Metropolitan Planning Organization's (MPO) planned work activities for fiscal year 2018 (July 1, 2017 to June 30, 2018). The UPWP is a budget document prepared annually, and it may be amended by the GIAMPO Policy Board as priorities and activities change.

The UPWP provides guidance and serves as a management mechanism for scheduling, budgeting, and evaluating the planning activities of GIAMPO. The UPWP defines the major administrative and technical work elements for a specific planning year and identifies the major sources of funding for these projects. The primary purpose of the UPWP is to ensure adherence to/compliance with provisions of 23 CFR 450. The UPWP guides GIAMPO in completing the work elements that lead to the development and implementation of the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP).

The work elements defined in the UPWP are reviewed and approved by GIAMPO, ONE DOT (Federal Highway Administration and Federal Transit Administration), and the Nebraska Department of Roads (NDOR) who in turn have designated the City of Grand Island as the contracting agent responsible for administering and performing these elements approved within the program.

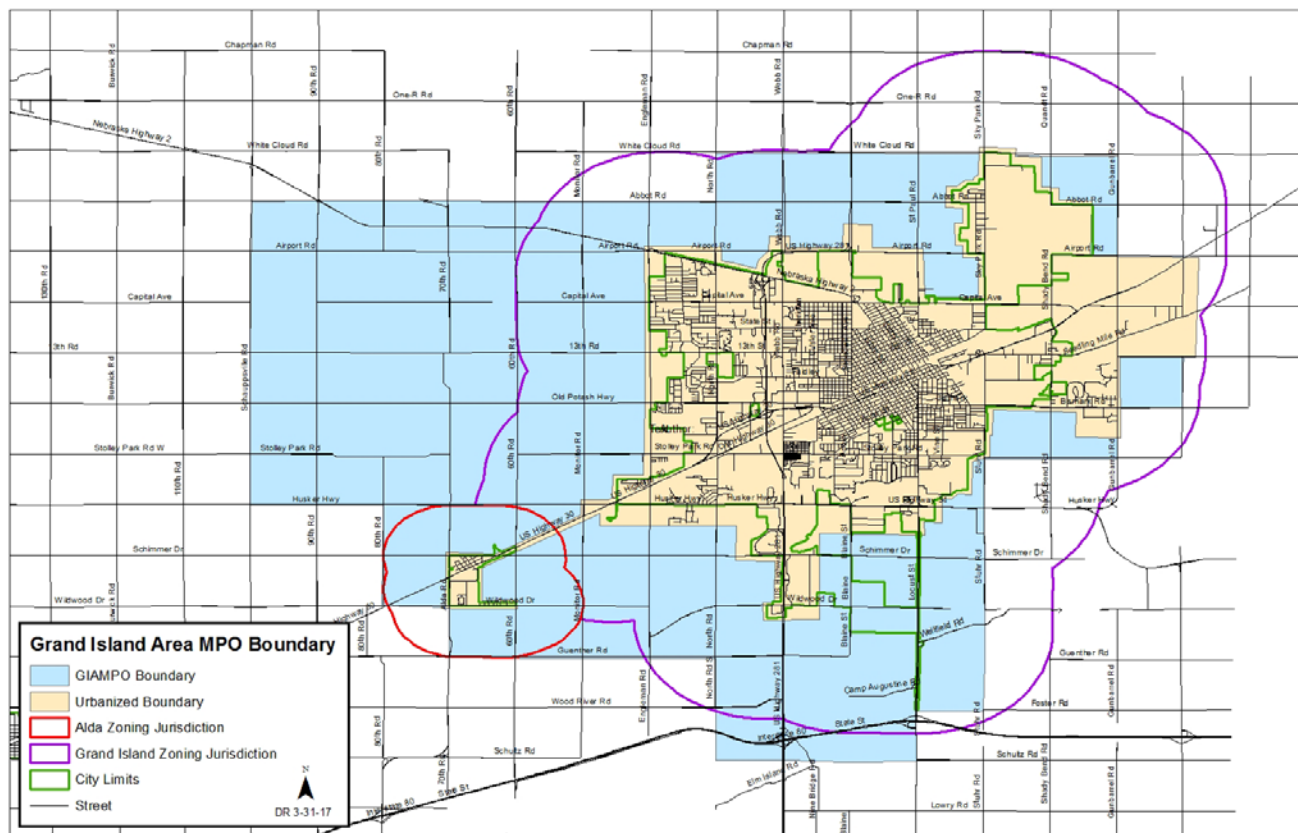
### What is GIAMPO?

The Grand Island Area Metropolitan Planning Organization (GIAMPO) is the federally required Metropolitan Planning Organization (MPO) to carry out the Continuing, Cooperative, and Comprehensive (3-C) transportation planning process for the Grand Island metropolitan region. Responsibilities of GIAMPO include, but are not limited to:

- Providing the forum for local decision-making on transportation issues of a regional nature.
- Encouraging and seeking public involvement throughout the planning and development of the area's transportation plans and programs.
- Facilitating the development of all planning elements for the Metropolitan Planning Area
- Submitting transportation planning documents to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and NDOR.

GIAMPO is responsible for transportation planning activities within a geographic area identified as the Metropolitan Planning Area (MPA). GIAMPO's MPA is comprised of the City of Grand Island, Village of Alda, portions of Hall County, and a portion of west Merrick County. The MPA is shown in **Figure 1**.

**Figure 1 – GIAMPO Metropolitan Planning Area (MPA)**



GIAMPO's structure is formed by two designed committees – Policy Board and Technical Advisory Committee (TAC). GIAMPO staff provides support to these committees.

### ***Policy Board***

The Policy Board is the governing body of GIAMPO. It is comprised of mostly elected officials that establish the overall policy direction for GIAMPO's planning activities. The Policy Board has the final responsibility of these activities, and it approves the MPO work products such as the UPWP, LRTP, and TIP.

### ***Technical Advisory Committee***

The Technical Advisory Committee (TAC) is a staff-level committee, which advises the Policy Board on technical matters related to MPO work products, transportation policies, and other technical studies and plans considered by GIAMPO. The TAC can establish subcommittees to provide technical and recommendations to them on transportation-related projects or issues. In 2016, a Bicycle and Pedestrian Advisory subcommittee was established for the GIAMPO Bicycle and Pedestrian Master Plan.

### ***Staff***

The GIAMPO staff will be available to aid local officials and concerned citizens in implementing transportation and various community improvement programs in an overall effort to enhance the area. Staff members encourage and assist local leaders in several programs, with strong emphasis on the benefits of regional cooperation and coordination. Currently, the GIAMPO staff involved with transportation planning consists of a MPO Program Manager supported by the Director of Public Works/City Engineer and the Public Works staff in conjunction with the Director of the Hall County Regional Planning Department, and various administrative staff.

### MPO FY 2018 Staff Time Estimates

Staff (equivalent staff time) Estimated	Staff Months	Est. Hours
Professional Staff (MPO Program Manager) - Direct	11.0	1,904
Administrative Staff (Administrative Assistance) - Direct	0.1	25

## Federal Requirements for Transportation Planning

The *Fixing America's Surface Transportation Act* or "FAST Act", became law on December 4, 2015, and continues the Metropolitan Planning program. This program continues the federal requirement of the metropolitan transportation planning process to be continuous, cooperative, and comprehensive. The FAST Act includes ten (10) factors required for consideration in the planning process. The UPWP includes work activities to be accomplished over fiscal year 2018 which will address these factors. The ten (10) factors are the following:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

## Planning Emphasis Areas

The FHWA and FTA have jointly issued Planning Emphasis Areas (PEAs) for federal fiscal year 2016 that are planning areas the MPOs and State Departments of Transportation (DOTs) are to address as they develop their planning work programs. Listed here are the three strategic objectives for surface transportation that highlight current transportation planning regulations.

*Transition to Performance Based Planning and Programming* – This is the implementation of a performance management approach to transportation planning and programming.

*Promote Cooperation and Coordination across Transit Agency, MPO, and State Jurisdictions* – This is to be a coordinated approach with State DOTs, MPOs, and providers of public planning to improve the effectiveness of transportation decision-making that better supports common goals.

*Access to Essential Services (Ladders of Opportunity)* – The transportation planning process is used to develop and implement analytical methods that identify gaps in the connectivity of the transportation system and develop infrastructure and operational solutions that provide adequate access to essential services.

## FY 2017 GIAMPO Accomplishments

The items listed below are the major activities completed during the previous fiscal year:

- Approved amendments to the Long Range Transportation Plan, FY 2016-2020 Transportation Improvement Program, FY 2017 UPWP, and Public Participation Plan
- Adopted the FY 2018-2022 Transportation Improvement Program for the GIAMPO Metropolitan Planning Area
- Adopted the GIAMPO Americans with Disabilities Act (ADA) Self-Evaluation Plan
- Acquired approval on the FTA 5307 grant application for transit operations in the Grand Island Urbanized Area for the period between July 1, 2016 to June 30, 2017
- Began the Regional Transit Needs Assessment and Feasibility Study
- Started the GIAMPO Bicycle and Pedestrian Master Plan

## MPO FY 2018 Work Elements

The following pages detail the work elements that GIAMPO will undertake in FY 2018. These elements are divided into Unified Planning Work Program, Transportation Improvement Program, Public Participation Plan, Short Range Planning Activities, Long Range Transportation Plan, Transit Planning, and Administration/System Management.

### **Element A - Unified Planning Work Program (UPWP)**

**Purpose:** Develop and maintain the annual UPWP and budget

**Previous Work:**

- Approved FY 2017 UPWP, including Amendment No. 1 and one Administrative Modification

**Activities:**

- Evaluate the status of work elements in the FY 2018 UPWP
- Maintain the FY 2018 UPWP and budget through Amendments and Administrative Modifications, as necessary
- Maintain the annual FHWA PL and Section 5305 grant contracts and any subsequent amendments
- Coordinate with planning partners regarding UPWP activities
- Prepare a "DRAFT" FY 2019 UPWP and submit it to NDOR by April 16, 2018
- Finalize and adopt the FY 2019 UPWP and budget by July 1, 2018

**End Products:**

- Amendments and Administration Modifications to the FY 2018 UPWP as needed
- Annual "DRAFT" FY 2019 UPWP
- Annual "FINAL" FY 2019 UPWP

<b><u>Budget - 150 MPO Program Manager Hours</u></b>	<b><u>Costs</u></b>	<b><u>Schedule</u></b>
FY 2018 UPWP and Budget Amendments/Admin Modifications	\$ 1,758.30	Ongoing
"DRAFT" FY 2019 UPWP	\$ 6,154.05	3 <sup>rd</sup> /4 <sup>th</sup> Quarters
"FINAL" FY 2019 UPWP	\$ 879.15	4 <sup>th</sup> Quarter
Other Direct	<u>\$ 500.00</u>	
<b>Total Budget</b>	<b>\$ 9,291.50</b>	

## **Element B - Transportation Improvement Program (TIP)**

### **Purpose:**

Develop, maintain, and monitor a five-year program of transportation projects and the financial plan that demonstrates the program can reasonably be implemented. GIAMPO will monitor the program, and will also continue the effort to gain public input on significant projects, and will provide mechanisms to inform the public of the funding availability for federal, state, and local projects.

### **Previous Work:**

- Adopted the FY 2016-2020 TIP, including Amendment No. 1, Amendment No. 2, and one Administration Modification

### **Activities:**

- Meet with stakeholders, decision-makers, and citizens concerning the TIP process and the TIP Program, when needed. This includes the development and presentations of Grand Island's one and six year road plans.
- Staff involvement on project related activities ensuring issues are properly identified and adequately addressed for timely implementation.
- Evaluate the status of projects in the FY 2018-2022 TIP
- Maintain the FY 2018-2022 TIP through Amendments and Administrative Modifications, as necessary
- Prepare the FY 2019-2023 TIP, which includes the self-certification of the MPO Planning Process
- Annual posting of federally funded projects for the previous fiscal year, including the status of every project in the first year of the previous TIP

### **End Products:**

- Amendments and Administrative Modifications to the FY 2018-2022 TIP as needed
- Final "Draft" FY 2019-2023 TIP adopted by May 23, 2018
- Final "Draft" FY 2019-2023 TIP submitted to NDOR by June 15, 2017
- Annual Posting of projects and status of year 1 of the previous TIP on GIAMPO's website

<b><u>Budget - 170 MPO Program Manager Hours</u></b>	<b><u>Costs</u></b>	<b><u>Schedule</u></b>
FY 2018-2022 TIP Amendments/Admin Modifications	\$ 1,494.56	Ongoing
Grand Island's 1 and 6 Year Road Plan	\$ 996.37	2 <sup>nd</sup> Quarter
TIP Policy/Selection Process	\$ 996.37	3 <sup>rd</sup> /4 <sup>th</sup> Quarters
Approved FY 2019-2023 TIP	\$ 4,981.85	4 <sup>th</sup> Quarter
Federal/State Funds Expended Prior Year Publication	\$ 1,494.55	3 <sup>rd</sup> Quarter
Other Direct	<u>\$ 500.00</u>	
<b>Total Budget</b>	<b>\$ 10,463.70</b>	

## **Element C – Public Participation Plan (PPP)**

### **Purpose:**

Conduct public involvement activities in accordance with the Public Participation Plan (PPP) to effectively and continuously engage public input for the transportation planning process.

### **Previous Work:**

- Continued making updates and enhancements to the GIAMPO website
- Published notices for meetings and public comment periods of MPO work products
- Conducted public comment periods for MPO work products



- Approved PPP No. 1
- Adopted the ADA Self-Evaluation and Transition Plan
- Adopted the Title VI Implementation Plan

#### **Activities:**

- Continuing education about the MPO and the purpose of the MPO. This will be done with media interviews, G1TV, and public speaking engagements with civic groups, as requested.
- The GIAMPO website will be maintained for meeting notices and information regarding transportation planning activities that affect the region.
- Maintenance and updating of social media sites such as Facebook and Twitter to inform interested parties on transportation planning activities
- Amend and revise the PPP as needed
- Maintain the Title VI Implementation Plan
- Attend public information meetings for transportation improvement projects and/or studies (as needed)
- Conduct public comment periods for MPO work products
- Publish notices for meetings and public comment periods of MPO work products
- Initiate the development of the Limited English Proficiency (LEP) Plan

#### **End Product**

- Continue to update GIAMPO website
- Continue to update social media sites
- Amendments to the PPP as needed
- LEP Plan

<b>Budget - 200 MPO Program Manager Hours</b>	<b>Costs</b>	<b>Schedule</b>
Title VI Mitigation/Assessment	\$ 4,102.70	Ongoing
PPP Review	\$ 2,344.40	Ongoing
Website Development/Maintenance	\$ 2,930.50	Ongoing
MPO Education	\$ 2,344.40	Ongoing
Other Direct	<u>\$ 2,500.00</u>	
<b>Total Budget</b>	<b>\$ 14,222.00</b>	

#### **Element D – Short Range Planning**

##### **Purpose:**

Carry out ongoing short range planning activities like mapping, data collection and maintenance, highway functional classification, and performance measures.

##### **Previous Work:**

- Updated Highway Functional Classification System
- Data interpretation
- Compiled data for GIAMPO planning area
- Attended the MAP-21 Transportation Performance Management Overview
- Attended the FHWA's Safety Target Setting Coordination Training Workshop
- Prepared maps for FY 2018 UPWP and FY 2018-2022 TIP

**Activities:**

- Coordinate with NDOR and other agencies in obtaining data for the GIAMPO planning area
- Review and update the Highway Function Classification System in coordination with NDOR as needed
- Assist NDOR in Highway Performance Management System (HPMS) data collection (i.e. traffic data collection)
- Provide technical assistance to local and state jurisdictions for their transportation projects as needed
- Perform the following activities relating to performance measures:
  - Develop performance measures and targets in coordination with FHWA, FTA, and NDOR
  - Conduct data collection and analysis related to transportation performance measures
- Work with City of Grand Island's GIS Coordinator to develop and/or update datasets for the City's Geographical Information System (GIS) including roads, sidewalks, bicycle routes, trails, traffic counts, crashes, etc.
- Work with City of Grand Island's GIS Coordinator to prepare maps for analysis, presentation, and work products

**End Products**

- Updated Highway Function Classification System
- Purchase of traffic counting equipment and supplies

<b>Budget - 120 MPO Program Manager Hours</b>	<b>Costs</b>	<b>Schedule</b>
Performance Measures	\$ 2,109.96	Ongoing
Data Collection	\$ 1,758.30	Ongoing
GIS Database	\$ 1,758.30	Ongoing
Mapping	\$ 1,406.64	Ongoing
Other Direct	\$ 500.00	
<b>Total Budget</b>	<b>\$ 7,533.20</b>	

**Element E– Long Range Transportation Plan (LRTP)****Purpose:**

Implement and maintain the LRTP with regards to the intent and requirements of the FAST Act and guidance by the FHWA, FTA, and NDOR. This work element will support transportation activities recommended by the LRTP that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods.

**Previous Work:**

- Reviewed TIP projects to ensure that TIP was consistent with the LRTP
- Approved LRTP Amendment No. 1
- Migrated the regional travel demand model to the MPO
- Completed the following activities for the Bicycle and Pedestrian Master Plan – developed and solicited a Request for Proposal, selected a consultant, and started the project

**Activities:**

- Through the development of the LRTP, the need was identified to conduct a bicycle and pedestrian study for the Grand Island urbanized area. During FY 2018, GIAMPO will complete a Bicycle and Pedestrian Master Plan, which includes working with the GIAMPO Bicycle and Pedestrian Advisory Committee.

- Coordinate with NDOR's Goods and Freight Movement Planning activities such as serving on the State Freight Advisory Committee. This activity supports the GIAMPO LRTP goal to improve vehicle mobility and connectivity, which supports economic vitality of the Grand Island area.
- Maintain and refine the regional travel demand model as new data is available
- Amend and/or revise the LRTP as necessary
- Coordinate FAST Act performance measures with FHWA, FTA, and NDOR and continue working on the performance monitoring and reporting required by the FAST Act for inclusion with the next LRTP Update.

**End Products:**

- LRTP Amendments and/or Revisions
- Bicycle and Pedestrian Master Plan
- Travel Demand Model Maintenance

<b>Budget - 324 MPO Program Manager Hours</b>	<b>Costs</b>	<b>Schedule</b>
Master Bike/Ped Plan – Support Consultant	\$ 5,696.89	1 <sup>st</sup> /2 <sup>nd</sup> Quarters
Master Bike/Ped Plan – Professional Services	\$ 80,000.00	1 <sup>st</sup> /2 <sup>nd</sup> Quarters
NDOR Freight Planning	\$ 3,797.93	1 <sup>st</sup> /2 <sup>nd</sup> Quarters
Travel Demand Model Maintenance	\$ 1,898.96	Ongoing
Amendment and/or Revisions to the LRTP	\$ 7,595.86	Ongoing
Other Direct	\$ 500.00	
<b>Total Budget</b>	<b>\$ 99,489.64</b>	

**Element F – Transit Planning**

**Purpose:**

In 2012, the City of Grand Island became the designated recipient to receive the FTA 5307(Urban) transit funds. In 2013, the City and Hall County entered into an interlocal agreement for Hall County Public Transportation to continue to operate services using unexpended FTA 5311(Rural) funds during a transitional period. In July 2016, the City approved an interlocal agreement where the City will provide public transit services within the City of Grand Island and Hall County through contract services with Hall Public County Transportation (dba Senior Citizens Industries, Inc.) up to a three year period. During FY 2017, GIAMPO began a Regional Transit Needs and Feasibility Study. This study will recommend preferred transit alternatives for the Grand Island urbanized area and rural areas in Hall County.

This work element will conduct and coordinate the planning activities of the City Transit Program to meet applicable federal, state, and municipal requirements.

**Previous Work:**

- Completed the following activities for the Regional Transit Needs Assessment and Feasibility Study – developed and solicited a Request for Qualifications, selected a consultant, and started the project
- Prepared FTA grant applications for the following activities:
  - Transit operations in the Grand Island Urbanized area from July 1, 2016 to June 30, 2017
  - Transit operations in the Grand Island Urbanized area from July 1, 2017 to June 30, 2018
  - Transit Program Manager position
- Developed a DBE Program and Goal document for the City of Grand Island
- Provided coordination and support with region's transit services provider
- Completed quarterly TrAMS reports to FTA
- Completed the Local Government Transit Survey for the Statewide Mobility Management project

- Attended FTA and/or NDOR related meetings such as the Mobility Management Coordinating meeting
- Adopted transit performance measures and targets for asset management

**Activity:**

- Perform a Regional Transit Needs and Feasibility Study. This study will identify transit needs and “Ladders of Opportunity”, and how best to address those needs within the MPO study area. At the conclusion of this study, preferred transit alternatives will be recommended for a five year period.
- Provide administration of planning grants for local transit, including grant preparation and financial and grant management
- Prepare transit elements for the FY 2019 UPWP and FY 2019-2023 TIP
- Complete and submit quarterly TrAMS reports to FTA
- Provide coordination and support with region’s transit services provider
- Attend relevant trainings, workshops, conferences, webinars, and other educational opportunities that include; but not limited to:
  - National Transit Institute
  - FTA
- Participate in the transit triennial review

**End Product:**

- Development of a Transition Plan and recommendations with timelines, expected funding and procurement policies
- Submittal and management of grants

<b><u>Budget – 480 MPO Program Manager Hours</u></b>	<b><u>Costs</u></b>	<b><u>Schedule</u></b>
Transit Needs Analysis – Support Consultant	\$ 11,253.12	1 <sup>st</sup> /2 <sup>nd</sup> Quarters
Transit Needs Analysis – Professional Services	\$125,000.00	1 <sup>st</sup> /2 <sup>nd</sup> Quarters
Grant Administration	\$ 5,626.56	Ongoing
Transit Elements of UPWP and TIP	\$ 2,813.28	Ongoing
Transit Services Provider Coordination and Support	\$ 8,439.84	Ongoing
Other Direct (Training, Travel, Misc.)	<u>\$ 1,500.00</u>	Ongoing
<b>Total Budget</b>	<b>\$154,632.80</b>	

**Element G – Administration/Systems Management**

**Purpose:**

Carry out the administrative duties of the MPO. Activities include organizing meetings, producing agenda, minutes, committee support, coordination of agencies, and the general administration of the MPO. In addition, attend various meetings, conferences, workshops and training.

**Previous Work:**

- Held Policy Board and TAC meetings, including preparing agendas, minutes, and supporting documents
- Attended MPO Annual Coordination meeting and MPO Quarterly Coordination meetings
- Set meeting schedules for the Policy Board and TAC for calendar year 2017
- Held monthly GIAMPO staff meetings, including preparing agendas and supporting documents
- Attended Complete Streets Action Team meetings
- Attended Grand Island Walkability Leadership meetings
- Attended NDOR Freight Advisory Committee meetings
- Attended FHWA-NHI training courses including MAP-21 Transportation Performance Management Overview (including FAST Act Updates) and Freight & Transportation Logistics

- Hired the new MPO Program Manager on July 18, 2016
- Established reporting and invoicing practices for the transportation planning program
- Prepared quarterly progress reports and associated reimbursement requests to NDOR
- Provided for office equipment for the MPO staff

#### Activities:

- Support the Policy Board, TAC, and Bicycle and Pedestrian Advisory Committee (MPO subcommittee) with meeting packet development, distribution, and other meeting support and administrative duties
- Compile and submit quarterly reimbursement reports to NDOR
- Compile and submit quarterly progress reports to NDOR
- Manage the GIAMPO Funding Streams
- Track the status of UPWP budget and activities
- Attend relevant trainings, workshops, conferences, webinars, and other educational opportunities that include; but not limited to:
  - National Highway Institute
  - FHWA
  - American Planning Association (APA)
  - Association of Metropolitan Planning Organizations (AMPO)
  - Nebraska Chapter of APA annual conference and other workshops
- Prepare for and/or attend relevant transportation-related meetings that include; but not limited to:
  - GIAMPO staff meetings
  - MPO Annual Coordination meeting and MPO Quarterly Coordination meetings
  - NDOR-related meetings
  - Complete Streets Action Team meetings
  - Grand Island Walkability Leadership meetings
- Prepare for and/or attend employee-related activities such as performance evaluation, work benefits, etc.
- Purchase TransCAD technical support and software maintenance for a period of one year

#### End Product:

- Meeting agendas, minutes, and support documents for Policy Board, TAC, and Bicycle and Pedestrian Advisory Committee
- Quarterly reimbursement requests and progress reports
- General Administration of the established 3-C Transportation Planning Process for GIAMPO. This includes attending educational opportunities, transportation-related meetings, and employee-related activities.

<b><u>Budget - 485 MPO Program Manager/Admin Staff Hours</u></b>	<b><u>Costs</u></b>	<b><u>Schedule</u></b>
<b>Direct</b>		
Prepare Meetings for Policy Board, TAC, and Bicycle and Pedestrian Advisory Committee	\$ 5,571.22	Ongoing
Meeting Minutes and Other Documentation	\$ 4,178.41	Ongoing
Manage Funding Streams and Budget	\$ 6,964.03	Ongoing
General Administration of GIAMPO	<u>\$ 11,142.44</u>	Ongoing
	\$ 27,856.10	
<b>Other Direct</b>		
Office Supplies, Phone, Advertisement, Misc.	\$ 2,500.00	
Software Maintenance/Support TransCAD	\$ 1,200.00	
Individual and Organizational Membership Fees		

with APA, AICP, and AMPO	\$ 800.00
Training/Conferences/Meetings – registration fees, travel, lodging, meals, etc.)	<u>\$ 1,772.61</u>
	\$ 6,272.61
<b>Total Budget</b>	<b>\$ 34,128.71</b>

#### **Total UPWP Budget**

It is anticipated that the cost of implementing this UPWP for GIAMPO will be **\$329,761.55**, during FY 2018. Based on the formula funding for MPOs in Nebraska, in FY 2018 GIAMPO is eligible for up to \$143,303.00 Federal Highway Planning funds and \$27,875.00 Federal Transit Section 5305 funds for staffing and other expenses. An additional \$100,000.00 Federal Transit Section 5307 is programmed for a Transit Needs Analysis. The City of Grand Island, by agreement, provides at least a 20% match. Total revenue for the MPO planning program equals **\$338,972.50**.

**Grand Island Area Metropolitan Planning Organization**

**DISTRIBUTION OF COSTS BY WORK ELEMENT**

FY 2018 UPWP

FY 2018 FEDERAL HIGHWAY ADMINISTRATION (FHWA) PL - PROGRAM COSTS

July 1, 2017 - June 30, 2018

Project Number - TBD, Control Number - TBD, Agreement No. - TBD

Category	Cost Category	Est. Work Hours	Total	NE Federal	Grand Island	Total
				80%	20%	100%
<b>UPWP</b>						
	Direct Labor - MPO Program Manager	150	5,320.50	4,256.40	1,064.10	5,320.50
	Fringe/Indirect - MPO Program Manager		3,471.00	2,776.80	694.20	3,471.00
	Other Direct		500.00	400.00	100.00	500.00
	Total Unified Planning Work Program		\$9,291.50	\$7,433.20	\$1,858.30	\$9,291.50
<b>TIP</b>						
	Direct Labor - MPO Program Manager	170	6,029.90	4,823.92	1,205.98	6,029.90
	Fringe/Indirect - MPO Program Manager		3,933.80	3,147.04	786.76	3,933.80
	Other Direct		500.00	400.00	100.00	500.00
	Total Transportation Improvement Program		\$10,463.70	\$8,370.96	\$2,092.74	\$10,463.70
<b>PPP</b>						
	Direct Labor - MPO Program Manager	200	7,094.00	5,675.20	1,418.80	7,094.00
	Fringe/Indirect - MPO Program Manager		4,628.00	3,702.40	925.60	4,628.00
	Other Direct		2,500.00	2,000.00	500.00	2,500.00
	Total Public Participation Plan		\$14,222.00	\$11,377.60	\$2,844.40	\$14,222.00
<b>Short Range Planning</b>						
	Direct Labor - MPO Program Manager	120	4,256.40	3,405.12	851.28	4,256.40
	Fringe/Indirect - MPO Program Manager		2,776.80	2,221.44	555.36	2,776.80
	Other Direct		500.00	400.00	100.00	500.00
	Total Short Range Studies		\$7,533.20	\$6,026.56	\$1,506.64	\$7,533.20
<b>L RTP</b>						
	Direct Labor - MPO Program Manager	324	11,492.28	9,193.82	2,298.46	11,492.28
	Fringe/Indirect - MPO Program Manager		7,497.36	5,997.89	1,499.47	7,497.36
	Bike/Ped Master Plan - Outside Consultant Service		80,000.00	64,000.00	16,000.00	80,000.00
	Other Direct		500.00	400.00	100.00	500.00
	Total Long Range Transportation Plan		\$99,489.64	\$79,591.71	\$19,897.93	\$99,489.64
<b>Transit Planning</b>						
	Direct Labor - MPO Program Manager	480	17,025.60	13,620.48	3,405.12	17,025.60
	Fringe/Indirect - MPO Program Manager		11,107.20	8,885.76	2,221.44	11,107.20
	Transit Needs Analysis - Outside Consultant Service 5307		125,000.00	100,000.00	25,000.00	125,000.00
	Other Direct		1,500.00	1,200.00	300.00	1,500.00
	Total Transit Planning		\$154,632.80	\$123,706.24	\$30,926.56	\$154,632.80
<b>Administration/System Management</b>						
	Direct Labor - MPO Program	460	16,316.20	13,052.96	3,263.24	16,316.20
	Fringe/Indirect - MPO Program Manager		10,644.40	8,515.52	2,128.88	10,644.40
	Direct Labor - Administrative Assistance	25	709.75	567.80	141.95	709.75
	Fringe/Indirect - Administrative Assistance		185.75	148.60	37.15	185.75
<b>Other Direct</b>	Office Supplies, Phone, Misc.		2,500.00	2,000.00	500.00	2,500.00
	Software Maintenance/Support TransCAD		1,200.00	960.00	240.00	1,200.00
	Individual and Organizational Membership Fees		800.00	640.00	160.00	800.00
	Training/Conferences/Meetings		1,772.61	1,418.09	354.52	1,772.61
	Total Administration/System Management		\$34,128.71	\$27,302.97	\$6,825.74	\$34,128.71
<b>FHWA 2018</b>	Direct Labor FHWA	1449	51,219.03	40,975.22	10,243.81	51,219.03
	Fringe/Indirect FHWA		33,137.11	26,509.69	6,627.42	33,137.11
	Other Direct (includes Bike/Ped Master Plan - Consultant)		90,772.61	72,618.09	18,154.52	90,772.61
<b>FHWA FY 2018</b>	<b>Grand Total FHWA PL UPWP</b>		<b>\$175,128.75</b>	<b>\$140,103.00</b>	<b>\$35,025.75</b>	<b>\$175,128.75</b>

<b>FTA 2018</b>	Direct Labor FTA	<b>480</b>	17,025.60	13,620.48	3,405.12	17,025.60
	Fringe/Indirect FTA		11,107.20	8,885.76	2,221.44	11,107.20
	Other Direct (includes Transit Needs Study - Consultant)		126,500.00	101,200.00	25,300.00	126,500.00
<b>FTA FY 2018</b>	<b>Grand Total FTA Section 5305</b>		<b>\$154,632.80</b>	<b>\$123,706.24</b>	<b>\$30,926.56</b>	<b>\$154,632.80</b>

**NOTES:**

Total Highway Planning Federal Highway Planning - FHWA

\$175,128.75	\$140,103.00	\$35,025.75	\$175,128.75
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Total Transit Federal Transit Administration

\$154,632.80	\$123,706.24	\$30,926.56	\$154,632.80
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Total FY 2018 UPWP

\$329,761.55	\$263,809.24	\$65,952.31	\$329,761.55
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FHWA Available Revenue

\$179,128.75	\$143,303.00	\$35,825.75	\$179,128.75
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FTA Available Revenue

\$34,843.75	\$27,875.00	\$6,968.75	\$34,843.75
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FTA Carry Over 5307

\$125,000.00	\$100,000.00	\$25,000.00	\$125,000.00
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Remaining FHWA Funds

\$4,000.00	\$3,200.00	\$800.00	\$4,000.00
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Remaining FTA Funds

\$5,210.95	\$4,168.76	\$1,042.19	\$5,210.95
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Total Program Funds Remaining

\$9,210.95	\$7,368.76	\$1,842.19	\$9,210.95
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RESOLUTION 2017-234

WHEREAS, the Nebraska Department of Transportation has prepared a Planning Agreement for Fiscal Year 2018 for the City of Grand Island for the purpose of providing partial funding of Grand Island Area Metropolitan Planning Organization's (GIAMPO) transportation planning activities scheduled to be performed commencing July 1, 2017, as outlined in the Unified Planning Work Program attached to such agreements; and

WHEREAS, the maximum amount of cash support from the State under such agreement is \$22,754.40 (80%) of 49 USC Section 5305 funds for Fiscal Year 2018; and

WHEREAS, the local 20% funds would be the City's obligation not to exceed \$5,688.60 and can be part of inkind services (staff time & expenses); and

WHEREAS, an agreement with the Nebraska Department of Transportation for Fiscal Year 2018 is required to proceed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, the agreement with the Nebraska Department of Transportation for the purpose of providing partial funding of Grand Island Area Metropolitan Planning Organization's (GIAMPO) transportation planning activities scheduled to be performed commencing July 1, 2017, as outlined in the Unified Planning Work Program attached to such agreement is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute the Planning Agreement for Fiscal Year 2018.

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Adopted by the City Council of the City of Grand Island, Nebraska, August 22, 2017.

\_\_\_\_\_  
Jeremy L. Jensen, Mayor

Attest:

\_\_\_\_\_  
RaNae Edwards, City Clerk

Approved as to Form	☐ _____
August 18, 2017	☐ City Attorney