

**2010**

**UNIFIED PLANNING WORK PROGRAM**

**Prepared for the Lawrence-Douglas County Metropolitan Planning Organization**

**Prepared by the Lawrence-Douglas County Planning & Development Services  
Department**

**Approved by the L-DC MPO on October 15, 2009**

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**2010  
Unified Planning Work Program**

**Lawrence-Douglas County Metropolitan Planning Organization**

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## **Lawrence – Douglas County Metropolitan Planning Organization (L-DC MPO)**

### **2010 Unified Planning Work Program**

January 1 – December 31, 2010

## **INTRODUCTION**

Federal regulations (i.e., 23 CFR § 420 and 23 CFR § 450.308) require each Metropolitan Planning Organization (MPO) to develop a Unified Planning Work Program (UPWP) in cooperation with the state transportation agency (i.e., the Kansas Department of Transportation, KDOT) and the public transit provider serving the region (i.e., City of Lawrence Transit – the T).

The purpose of the UPWP is to identify the transportation planning activities proposed by each of these three cooperative partners in the metropolitan transportation planning process and the source of funds proposed to pay for these activities. Because federal law (i.e., 23 USC § 134 and 49 USC § 5303 & 5304) requires certain transportation planning products (i.e., metropolitan transportation plan, transportation improvement program, unified planning work program, public participation plan) to be created and adopted on a periodic basis, the UPWP is also intended to provide a framework for ensuring that these required documents are produced in a timely fashion.

### **Roles of the Cooperative Partners in the MPO Process**

The Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) is the lead cooperative partner responsible for undertaking the federally required Continuing, Comprehensive and Cooperative (3-C) transportation planning process within the Lawrence-Douglas County Metropolitan Planning Area (MPA). This includes developing, in cooperation with KDOT and Lawrence Transit, the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) which together establish the planning policy and transportation investment priorities for the MPA. The L-DC MPO is designed to foster cooperation among local governments in the region in order to plan for and develop a multi-modal transportation system that meets the mobility needs of the area's residents and serves the region's economy. The L-DC MPO is interested in planning and developing mobility systems that meet the needs of both the urban and rural areas within the MPA, and with fostering cooperation and coordination between the transportation investments and land use decisions made throughout Douglas County.

The Kansas Department of Transportation (KDOT) is the liaison between the L-DC MPO and federal transportation agencies (Federal Highway Administration/FHWA and Federal Transit Administration/FTA). KDOT performs two distinct roles in the metropolitan transportation planning process. First, KDOT is one of the cooperative partners and fully participates in the development and implementation of the MTP and the TIP as well as other L-DC MPO planning activities. Second, KDOT performs an oversight role. In this role, KDOT is responsible for approving the TIP and UPWP, and periodically certifying to the FHWA and FTA that the Lawrence-Douglas County metropolitan transportation planning process meets all state and

federal requirements. KDOT is also responsible for ensuring that the L-DC MPO complies with all federal grant management regulations.

The City of Lawrence Transit System (the T) is also an important cooperative partner in the MPO transportation planning process and fully participates in the development and implementation of the MTP and the TIP by providing a transit operations perspective in MPO discussions. The Lawrence T staff provides comments and makes presentations about important transit related items at Technical Advisory Committee and MPO Policy Board meetings. The T staff also shares concerns expressed by the transit community (including the Public Transit Advisory Committee) with MPO committee members and staff. This helps to keep MPO discussions focused on the multi-modal nature of the regional transportation system. Lawrence Transit's primary responsibility is the operation of the public transit system within Lawrence, but the T staff also performs certain planning functions, such as planning for new transit routes which are implemented in coordination with the MPO.

### **Required MPO Planning Products and Their Status**

#### **Metropolitan Transportation Plan (MTP)**

In 2008 the L-DC MPO completed a new MTP (called the Transportation 2030 Long Range Transportation Plan) that is compliant with SAFETEA-LU planning regulations. This plan was approved on March 26, 2008 and will be in force until March 26, 2013 or until its replacement is approved. This effort involved staff work by the MPO and its consultant team over a tight timeline of less than a year. KDOT staff was invaluable in providing technical assistance with the regional travel demand modeling portion of this planning effort. A new MTP must be adopted at least once every five years. During 2009 the L-DC MPO made two amendments to the MTP. The first amendment was made to update and rename the Bicycle Facilities Map and related text in Chapter 8. The second amendment was made to add a project list and text discussing the American Recovery & Reinvestment Act.

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

The TIP is a major implementation tool for the Metropolitan Transportation Plan (MTP). The TIP is essentially the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a roadway or transit project in the Metropolitan Planning Area (MPA) is regionally significant and/or needs federal funding then it must be listed in the TIP. Otherwise the project cannot proceed. On April 23, 2008 the L-DC MPO completed a new TIP. Since that time the TIP has been amended six times including two amendments designed to add economic stimulus package projects funded through the American Recovery and Reinvestment Act (ARRA). A new TIP must be adopted at least once every four years, but the TIP can be amended as often as needed. The L-DC MPO staff is planning on creating a TIP update about every two years in order to keep the number of TIP amendments to a manageable level and to provide more opportunities for public participation.

In order to comply with Federal regulations the L-DC MPO also works with KDOT to produce an annual list of surface transportation projects for which Federal funds were obligated in the past year. This list will be produced by the MPO staff each year as a separate document, and the lists that have been produced since the last TIP adoption will be included in each new TIP update.

### Unified Planning Work Program (UPWP)

On October 15, 2009 the L-DC MPO approved this 2010 Unified Planning Work Program (UPWP). The annual UPWP describes the work of MPO staff and consultants and will guide the development cycle of major work products through the metropolitan transportation planning process. This document also contains a budget used to program federal Consolidated Planning Grant funds used by the L-DC MPO to carry out the 3-C planning process in Douglas County.

### Public Participation Plan (PPP)

A new PPP that meets all of the SAFETEA-LU regulations was approved by the L-DC MPO on April 16, 2009. During the preparation of this new PPP the MPO staff reviewed the planning regulations pertaining to the development of a PPP and conferred with FHWA, FTA, and KDOT staffs about what is needed to convert the existing 2004 Public Involvement Plan into a SAFETEA-LU compliant PPP. This new PPP brings our public involvement process fully into compliance with federal rules. This PPP covers the review and approval processes for all MPO documents and projects. It also outlines the public involvement process used by the Lawrence Transit staff.

### Metropolitan Planning Agreement

The roles and responsibilities of the planning partners can be further clarified in a cooperative metropolitan planning agreement. This agreement is described in the federal metropolitan planning regulations. The L-DC MPO approved the Cooperative Agreement on May 21, 2009.

### Title VI Program Manual

The L-DC MPO approved a Title VI Plan on July 30, 2009. This plan describes how the MPO will discourage discrimination in the 3C MPO planning process and address any complaints of discrimination that arise from MPO activities.

### Regional Intelligent Transportation Systems (ITS) Architecture

The L-DC MPO completed a Regional ITS Architecture in 2008 that meets SAFETEA-LU planning requirements. ITS deployment is the application of advanced technologies in the information processing, communications, control, and/or electronics of transportation. The ITS Architecture includes applications in the areas of traffic control, traveler information, public transportation, and incident management. This architecture shows how the people and agencies involved in transportation planning and operations will relate to each other as well as how all of the technology will be integrated. Institutional and technological integration are important parts of this architecture.

Potential benefits from the new ITS Architecture include more efficient use of the transportation infrastructure, energy savings, and improvements in safety, mobility, accessibility, and productivity.

**2009 UPWP Accomplishments**

- Established a re-designated MPO for the Lawrence-Douglas County Metropolitan Planning Area, held the first meeting of this group on January 22, 2009, and educated new MPO members about the 3C process and their role in it
- Approved new Bylaws for the Lawrence-Douglas County MPO
- Approved new Bylaws for the Technical Advisory Committee (TAC)
- Approved a new Cooperative Agreement/MOU (metropolitan planning agreement) for the 3C planning process in Lawrence-Douglas County area
- Completed and approved this 2010 UPWP
- Completed quarterly billing packages and submitted them to KDOT for the 4<sup>th</sup> Quarter 2008, 1<sup>st</sup> Quarter 2009, 2<sup>nd</sup> Quarter 2009 and 3<sup>rd</sup> Quarter 2009
- Approved the new Public Participation Plan
- Approved a new Title VI Program Manual
  
- Approved five amendments (#2 through #6) to the 2008-2012 Transportation Improvement Program (TIP) including two amendments related to the use of economic stimulus package funding for transportation improvements in the region through the American Recovery & Reinvestment Act (ARRA)
  
- Completed an extensive review of the Bicycle Facilities Map and Bicycle Plan
- Approved Metropolitan Transportation Plan (MTP) Amendment #1 to update the bikeway system map in the MTP and make other changes to Chapter 8 of the MTP
- Completed a major change to the Bicycle Advisory Committee (BAC) Bylaws that revised/expanded the composition of this group to make it more regional in nature by involving the rural and small city parts of the county, and made changes to this group so that it can serve as an advisory group to both the City of Lawrence and the MPO
- Organized and participated in Bicycle Safety Month activities
- Completed MTP Amendment #2 to revise Chapter 14 of the document to reflect the ARRA funding that local jurisdictions applied for from the USDOT
- Attended stakeholder meetings and numerous other staff level meetings for the development of the KDOT sponsored 5-County Regional Transportation Study covering Douglas, Johnson, Wyandotte, Miami and Leavenworth Counties
- Attended stakeholder meetings and numerous other staff level meetings for the development of the KDOT sponsored US 56 Highway Corridor Study covering 22 miles of highway from the I-35 Interchange near Gardner to the US 59 Intersection in Douglas County
- Reviewed the latest KDOT and FHWA approved roadway functional classification maps for Lawrence and Douglas County and compared those maps to the classification maps shown in the T2030 Metropolitan Transportation Plan
  
- MPO staff remained heavily involved in transit discussions and participated in the Transit Planning Team activities that led to a new joint Lawrence/University of Kansas route, the start of a major transit consolidation study, and the issuance of a

- RFP for a new joint KU-City transit maintenance and operations center
- Worked with the MPOs in Kansas City and St. Joseph, Missouri to revise the Carpool Connection agreement to improve this carpool matching service and split the cost three ways with the addition of St. Joseph into the network

### **Anticipated Major Planning Activities for 2010**

#### **Program Support & Administration**

- Ongoing administrative activities including quarterly billings, staff evaluations, contract and grant processing, creation of the MPO section of the Planning & Development Services Department Annual Report for 2009, purchase of needed equipment and supplies for the MPO, and various other administrative duties
- Preparation of materials for MPO committee meetings (agendas, minutes, draft documents, etc.) and staffing of those meetings
- Training and educational opportunities for MPO staff and committee members
- Ongoing improvements and updates to the MPO website
- Processing of any Title VI complaints that are filed with the MPO
- Preparation and approval of the 2011 Unified Planning Work Program (UPWP)
- Implementation of the new Public Participation Plan (PPP) approved in 2009 and the review of public comments received about the MPO process and documents
- Ongoing education of MPO committee members and the public about the MPO regional transportation planning process

#### **Short Range Transportation Planning**

- Update the Transportation Improvement Program including an overhaul of the text, the reformatting of the project tables, and other improvements as needed
- Creation of a new email based TIP project submission and updating process that allows MPO staff and project sponsors (KDOT, City, County) to make changes to project listings and update the project database
- Develop a set of project selection criteria for use in creating the TIP project tables
- Complete amendments to the TIP as needed
- Coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers are addressed, and incorporate Complete Streets principles into local development codes and infrastructure standards to benefits all street users (pedestrians, cyclists, transit users, motorists).
- Review development plans to ensure adherence to requirements for bikeways, bicycle parking, and sidewalks in new and redevelopment projects
- Assist the Lawrence and Douglas County staffs in their review of major land development projects that have potential impacts on the regional transportation system
- Complete the Access Management Standards & Guidelines document for use by developers, current planning staff, and others in designing and reviewing roadways and land development projects

### **Long Range Transportation Planning**

- Obtain travel demand model training for MPO staff and begin to build in-house capabilities to maintain the regional model
- Transfer the regional travel demand model to the MPO staff for future operation and maintenance
- Begin the process of updating land use and economic data that is used in the regional travel demand model and to set the base year data for the Metropolitan Transportation Plan MTP update due in March 2013
- Develop projects and land use/transportation network scenarios to model
- Prepare base year, existing + committed (E+C), E+C with projections, and horizon year modeling assignments
- Review and utilize demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as input data to the regional traffic demand model
- Compile transportation safety data and decide how to use this data in the next MTP (The MPO staff will work with Lawrence, Douglas County and KDOT officials to compile accident data.)
- Review and revise the regional traffic model road network and traffic analysis zone structure as needed
- Update the Functional Classification Maps for Lawrence and Douglas County and make those FHWA-approved maps consistent with the latest functional classification maps included in the Metropolitan Transportation Plan (T2030 document)
- Review and update the MTP as needed to bring it into compliance with federal standards and/or respond to changing local conditions
- Review the MTP and other MPO documents to ensure that the regional economic development goals and transportation system development goals are coordinated
- Confer with the Lawrence Transit System staff and determine how the MTP should be modified to reflect recent changes in the Lawrence Area transit system and new City-KU transit consolidation efforts
- Review comments about the MTP and incorporate them into MTP amendments as needed
- Design a program to inform the region's freight community (major shippers and carriers) about the MPO process and invite them to become involved and share their concerns with MPO staff
- Participate in the KDOT-sponsored 5-County Regional Transportation Study
- Participate in the KDOT-sponsored US Highway 56 Corridor Study
- Participate in a KDOT sponsored corridor study of US Highway 40 and K-10 Highway west of Lawrence
- Continue to work with the newly reformed Bicycle Advisory Committee to update and check the accuracy of the Bikeway System Map
- Participate in "Bike to Work" week and other bicycle awareness and safety promotional activities as requested

- Inventory pedestrian facilities and develop a Sidewalk Plan for inclusion in the MTP and for use in TIP development
- Review and utilize the ITS Architecture for the Lawrence-Douglas County Region
- Monitor air quality issues as they relate to regional transportation planning
- Review and comment on draft long range plans for the region and sub-areas, including draft changes to the Comprehensive Plan (Horizon 2020) document

### **Public Transportation Planning**

- Continue to participate in Transit Planning Team meetings and assist the City of Lawrence and the University of Kansas staffs with planning a new transit system for Lawrence that coordinates, consolidates or merges the Lawrence T and the KU on Wheels services into one integrated system meeting the needs of the general public and the KU population
- Continue to work with the Mid-America Regional Council and the St. Joseph Area Transportation Study Organization to implement a ridesharing program covering the Kansas City, Lawrence, and St. Joseph metropolitan areas
- Discuss paratransit issues and challenges with specialized transit providers in Coordinated Transit District -1 and assist those providers with incorporating paratransit topics into the MPO process and the Metropolitan Transportation Plan
- Review the existing Coordinated Public Transit–Human Services Transportation Plan for Douglas County and update this plan in coordination with KDOT staff and CTD-1 transit providers

# 1. PROGRAM SUPPORT AND ADMINISTRATION

## **Background/Previous Work:**

Program Support and Administration includes providing program support, grant administration, and interagency coordination in relation to the Consolidated Planning Grant (CPG) allocated by KDOT to the L-DC MPO. The CPG is comprised of Planning (PL) funds from the FHWA and Section 5303 funds from the FTA. The Lawrence-Douglas County Planning & Development Services Department provides staff support services for the L-DC MPO.

On December 8, 2008 the L-DC MPO was re-designated with a voting membership consisting of mostly elected officials from around Douglas County. This newly composed MPO includes representatives from all of the cities in the county and replaced the Lawrence-Douglas County Planning Commission that had served as the region's MPO since 1982. The re-designated MPO manages the metropolitan transportation planning process in compliance with applicable federal laws (i.e., SAFETEA-LU), federal regulations (i.e., 23 USC § 134), and the terms set forth in the L-DC MPO Re-Designation Agreement signed by KDOT, Douglas County and Lawrence. The L-DC MPO and its staff administers CPG funds in accordance with 49 CFR Part 18–Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and OMB Circular A-87–Cost Principles for State, Local, and Indian Tribal Governments.

During 2009 the MPO and KDOT staffs educated new MPO members about their role in the MPO 3C process and a description of what they approve and when. The MPO staff also informed the new MPO members that they needed to create bylaws within six months, and new MPO Bylaws were approved on April 16, 2009.

As noted in the L-DC MPO Re-Designation Agreement, the KDOT representative on the MPO began her service as the first Chairperson for our region's re-designated MPO and called the first meeting of this new group to order on January 22, 2009.

## **Program Objectives:**

- To focus L-DC MPO staff and funding resources so that all of the required MPO documents (MTP, TIP, UPWP, PPP) stay current and the L-DC MPO remains in compliance with USDOT metropolitan planning regulations
- To provide overall management of the Continuing, Comprehensive and Cooperative (3-C) transportation planning process
- To provide funding and administrative assistance for the procurement and administration of MPO-approved contracts for professional services, printing, and other services needed by the MPO to carry out the 3C process
- To provide staff support services to the L-DC MPO and Technical Advisory Committee and encourage communication within and between these groups
- To provide training opportunities and funding for MPO staff and MPO committee members so that they can learn more about the MPO process
- To provide assistance to the L-DC MPO for the administration of Consolidated Planning Grant funds used for MPO operations
- To produce documents needed for the support and administration of the regional MPO

- planning program (e.g., UPWP)
- To produce documents needed to help guide the MPO process (e.g., PPP)
- To implement a public participation process that gains meaningful public input into the transportation planning process, and provides convenient opportunities for public access and comment on regional transportation planning concerns
- To produce documents and other materials that help educate the MPO members and the public about the MPO process and its role in decision-making for transportation system improvements
- To monitor state and federal funding initiatives and legislative activities, report those activities to the TAC and MPO, and assist with the preparation of responses to those state and federal proposals
- To review federal and state policies and guidance regarding metropolitan transportation planning and incorporate changes as necessary into the L-DC MPO process and documents
- To coordinate with and provide support to local governments in the region in developing project proposals for state and federal transportation funding

### **Work Tasks:**

The Program Support & Administration Work Category is divided up into four work tasks. These work tasks are listed below with a brief description of what the MPO staff expects to do under each of those tasks. The detailed UPWP Budget included later in this document includes a budget for each work task.

## **1.1 MPO Administration and Staffing**

This work task includes all general MPO administrative duties, budget preparation and tracking, and various other items needed to support the MPO staff as they conduct the 3C process. This task includes the administrative duties to manage staff and funding resources that are not specified under any other work task in this document. This task includes the development of quarterly billing and progress reports for the MPO process and administrative paperwork needed to document the use of federal funds.

This work task includes direct expenses for MPO activities (travel, equipment and supplies, mileage, printing, training fees, etc.). The MPO staff will check with KDOT staff to determine the eligibility of each direct charge for CPG reimbursement before making the purchase.

Training for MPO members and staff is handled under this work task unless specifically noted under another work task. During 2010 the MPO staff plans on attending the following types of workshops, conferences, and training sessions:

- National American Planning Association (APA) Conference – staff will attend transportation track sessions and earn credits for American Institute of Certified Planners (AICP) certification maintenance
- Kansas APA Chapter conferences, meetings and workshops
- National Transit Institute and National Highway Institute workshops in Kansas

- City or other nearby cities that provide training for MPO related topics
- Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- Other training that the L-DC MPO requests MPO staff to attend and that KDOT approves as an eligible activity for CPG reimbursement

This work task also includes any staff time needed to develop or amend bylaws for MPO committees. However, since new bylaws for the MPO Policy board, Technical Advisory Committee, and the Bicycle Advisory Committee were all approved in 2009 the staff does not expect to need much staff time for bylaws work in 2010.

The administration of MPO staffing activities (hiring, evaluations, etc.) as well as the administration of supply and equipment purchases is handled under this work task. The administration of MPO consultant contracts is also handled under this work task unless specifically listed under another work task. During the 2009 the MPO staff purchased new computer hardware and software and contributed funds towards the printer supplies used for MPO work. These types of purchases will continue as needed in 2010.

## **1.2 Unified Planning Work Program**

This work task includes the development of the annual UPWP for the coming year. The MPO staff will confer with the MPO and TAC members to begin this UPWP development process during the summer each year and produce a new UPWP for MPO approval by the end of November. The MPO staff will also prepare any needed UPWP amendments under this work task.

## **1.3 Public Participation Plan**

This task includes the creation, maintenance/update, and implementation of a public participation process and plan for the L-DC MPO. In 2009 this activity included the completion of a new Public Participation Plan that meets all SAFETEA-LU metropolitan planning regulations. That new PPP was approved by the L-DC MPO on April 16, 2009. The continued use of the PPP to educate MPO members to the public participation process in our region and the use of public involvement techniques to provide the public with educational material about the MPO will be part of this task during 2010.

## **1.4 MPO Education**

For 2010 this task will involve the education of any new members appointed to the MPO Policy Board or the TAC. Staff will teach them about MPO documents, the regional 3-C process, and their role in it. The MPO staff does not expect to spend very much time on this effort in 2010 since much of this education was completed in 2009 in conjunction with the MPO re-designation.

**Program Support & Administration Work Products (with approximate due dates):**

- Quarterly Progress and Billing Reports (January 2010, April 2010, July 2010, October 2010)
- MPO section of the 2009 Planning & Development Services Department - Annual Report and MPO Completion Report (February 2010)
- 2011 Unified Planning Work Program (sent to KDOT, FHWA, FTA and transit provider by September 30th and approved by the L-DC MPO by November 30th)
- Meeting Agendas and supporting documents for L-DC MPO and TAC meetings (one week before meeting dates)
- Meeting Minutes for L-DC MPO and TAC meetings (two weeks after meeting dates)
- Various correspondence with FHWA, FTA, KDOT, Douglas County, and city officials regarding the administration of the MPO process (as needed)
- Contract and grant administration in support of the work program (ongoing)
- Grant applications for any special funding outside the annual work program and grant writing assistance to other agencies in the region seeking federal or state assistance for transportation projects (as requested and staff time allows)
- Acquisition of equipment, supplies, printing, computer software, and computer hardware as needed to support transportation planning activities (as needed)
- Purchase of professional services to provide with staff training and professional development (as needed)
- Training for MPO staff (as needed)
- Updates and improvements to the MPO website (ongoing)
- Implementation of the new PPP and review of public comments received about the MPO process and documents (ongoing)
- Processing of any Title VI complaints received (as needed)
- Education of MPO committee members (ongoing)

**2010 Budget for the Program Support & Administration Work Category:****Estimated Costs**

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 23,455
Consultant, Training, Equipment and Supply Costs	\$ 8,000
Estimated Total Costs	\$ 31,455

**Estimated Source of Funds**

Consolidated Planning Grant (Federal MPO funds)	\$ 21,964
Local Cash Match for CPG and Local Funding from the Lawrence-Douglas County Planning & Development Services Department	\$ 9,491
Cost Sharing Activity Match from KDOT	\$ 0
Estimated Total Funding	\$ 31,455

## 2. SHORT RANGE TRANSPORTATION PLANNING

The Short Range Transportation Planning Work Category includes MPO work on projects that have a more direct impact on programming funds, supporting others who actually review and design land use and transportation projects, and helping to shape development rules that allow our region to develop land and build transportation systems that add to the region's economy and quality of life. The work tasks included under this category typically produce products that are used on a routine basis and are things that you can see the results of in a short time period after adoption. The work done by MPO staff under this category typically has more immediate impacts on people and projects than the work done under the Long Range Transportation Planning Work Category. The work done under this category is often the implementation step to the policies set forth in the Long Range Planning documents. For example, the recommended transportation improvements outlined in the Metropolitan Transportation Plan are implemented through the programming of funds that occurs through the Transportation Improvement Program.

Under this Short Range Transportation Planning Work Category there are three work tasks (Transportation Improvement Program, Current Planning-Support & Coordination, and Access Management-Plans, Guidelines and Standards). Each of these work tasks are described below with their individual objectives and history.

### 2.1 Transportation Improvement Program (TIP)

#### **Background/Previous Work:**

In April 2008 the L-DC MPO approved a new 2008-2012 TIP that has since been amended six times. The latest version of the 2008-2012 TIP (Amendment #6 approved on October 15, 2009) provides updated project information and provides the region with a TIP that meets the SAFETEA-LU planning regulations for TIP development. The current TIP programs American Recovery & Reinvestment Act (ARRA) funds awarded to our region in 2009 and recently announced funding from KDOT for projects implementing our Metropolitan Transportation Plan (MTP). Our current TIP also reflects the most recent changes to the area's 5-Year Plans filed with the KDOT Local Projects Office. For 2010 the MPO staff plans on overhauling the TIP text, reformatting the project tables, creating TIP project selection criteria, and developing a new TIP project submission and updating process.

#### **Program Objectives:**

- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Metropolitan Transportation Plan (MTP) and are within the financial capacity of the community through the development of a Transportation Improvement Program (TIP) that meets all federal and state regulations for TIP development
- To develop and maintain (through amendments and revisions) a TIP that implements the current MTP recommendations and addresses mobility issues raised in the MTP

- To develop a detailed and financially realistic program of transportation projects drawn from all elements of the community, that is consistent with the MTP
- To ensure opportunities for public input, review, and comments related to the TIP
- To foster an understanding of the TIP process among member jurisdictions, and to effectively communicate information about the approved TIP to the general public
- To establish and maintain an efficient TIP development and amendment process

### **Work Tasks:**

- Work with the Technical Advisory Committee (TAC) and transportation project sponsors to review proposed projects and determine which ones need to be listed in the TIP
- Work with the TAC and other interested groups to draft needed amendments or revisions to the current TIP so that projects are not delayed due to TIP issues
- Work to educate MPO members and local transportation project sponsors about the TIP development process and MPO planning programs
- Work with the TAC and transportation project sponsors to overhaul the TIP text, reformat the project tables, create TIP project selection criteria, and develop a new TIP project submission and updating process (this task may include consultant assistance and/or new software for TIP database work)
- Complete a list of projects for which federal funding was obligated to in FFY 2009 and post that list on the MPO website and publish it as part of the next TIP update

### **Products:**

- TIP amendments and/or revisions (as needed)
- Annual list of transportation projects for which federal funds have been obligated in the preceding Federal Fiscal Year
- New 2011-2015 TIP document

## **2.2 Current Planning - Support and Coordination**

### **Background/Previous Work:**

The MPO staff has attended numerous case review meetings with staff from the Lawrence-Douglas County Planning & Development Services Department over the last decade. The MPO staff attends these meetings to gain knowledge about proposed land development projects that may significantly impact the regional transportation system. The MPO staff has worked closely with the Lawrence Traffic Engineer and other local officials to review and comment on proposed land uses and major projects that will generate large traffic volumes and impact surrounding roads. This activity is useful in forming a staff level connection between the regional MPO transportation planning staff and the land use planners overseeing various subdivision, zoning, and conditional use permit cases. The MPO staff has reviewed numerous traffic impact studies for proposed developments and made comments about those studies in coordination with the Lawrence traffic engineer and city engineer.

Between May and August of 2008 the MPO staff changed entirely, and the new staff began to review the area's development codes and land development projects from a multi-modal perspective. The MPO staff reviews plans to make sure that all users of the site, regardless of travel mode choice, are afforded safe and convenient mobility to and around the site. This means that MPO staff looks at development plans to ensure that people arriving by transit and non-motorized means will be accommodated and that the required provisions for transit, pedestrian and bicycling facilities are made a part of the final plans. Encouraging multi-modal access to new and redeveloped sites in the region is one of the ways the MPO staff coordinates the goals of the MTP with the local land use planning process. This multi-modal view of project review by the MPO staff will continue through 2010 and beyond.

In 2009 the City of Lawrence received a Bronze Level rating as a Bicycle Friendly City (BFC) from the League of American Bicyclists. The MPO staff working with the Bicycle Advisory Committee (BAC) is planning to reach the Silver Level in two years when the next BFC application is due. As part of efforts to improve its BFC status the MPO staff now reviews development plans to ensure adherence to requirements for bikeways, bicycle parking, and sidewalks in new and redevelopment projects. The MPO staff and the BAC have also begun to work with the Planning & Development Services staff to coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers and transit users are addressed, and are working to incorporate Complete Streets principles into local development codes and infrastructure standards to benefits all street users (pedestrians, cyclists, transit users, motorists). During 2010 the MPO staff plans to work towards making the region's development codes more bicycle -friendly and to incorporate more Complete Street principles into the codes.

**Program Objectives:**

- To educate MPO staff about the proposed land uses in the region and their impacts on the regional transportation system
- To educate the local land use planners about the regional transportation planning activities and provide a regional planning context for a more thorough review of proposed land use changes
- To provide an opportunity to share ideas and concerns between MPO and local land use planning staff in order to strengthen the connections between land use and transportation system planning
- To provide an MPO perspective about transportation issues and provide information on how land use changes impact the regional transportation system and offer comments on proposed land development projects
- To help make the review of land development projects more sensitive to the multi-modal mobility concerns addressed by the MPO and discussed in MPO documents

**Work Tasks:**

- Attend case review meetings and offer comments on proposed land use changes that will impact the regional transportation system, present a regional MPO perspective on proposed projects and their impacts on the transportation system, and learn about land use planning work being done in the region
- Work with the Lawrence traffic engineer, city engineer and other local and state government officials to provide comments about land use changes that are capable of having noticeable impacts on the regional transportation system, and to work with public officials and developers to make changes as needed to projects to minimize their impacts on the transportation system
- Work with local and/or state officials to review and scrutinize traffic studies for land development projects in the region
- Work with local and/or state officials to improve staff level working relationships between the MPO staff and other agency staff working on land use and transportation issues, and to foster improved coordination between land use and transportation planners
- Provide comments on various local and state projects that will have impacts on the regional transportation system and present recommended changes that will minimize the project's impacts on the transportation system
- Provide recommendations for development code changes that can assist our region with moving toward developments that are more accommodating of all travel mode choices and reflect the Complete Street principles

**Products:**

- Improved knowledge of land use planning efforts underway in the region and proposed land development projects that will impact the regional transportation system
- Review and comments on the planned land development projects that may significantly impact the regional transportation system
- Review and comments on traffic impact studies for proposed land developments
- Recommended changes to the development codes used in the region

## **2.3 Access Management – Plans, Guidelines and Standards**

**Background/Previous Work:**

Over the last two years the MPO staff has reviewed local land use regulations and plans, and reviewed MPO policies and plans regarding access management and roadway operations. This effort was the beginning of an effort to consolidate all of the access management related guidelines and standards into one place in the development codes so that access management could be more easily incorporated into the review of land development projects and so the public could better understand what access management is and how it is used to review and revise project plans. The MPO staff met regularly on this topic during the beginning of 2008 and

some progress was made. However, with mid-year MPO staff turnover this activity was basically put on-hold until the last quarter of 2008.

During 2009 the MPO staff continued to work on this activity, but due to the immediate nature of some other work tasks, such as TIP amendments to program ARRA funds, the work on this access management task did not progress as fast as planned in 2009. However, during the last quarter of 2009 significant progress on consolidating access management items into one document was made, and the completion and approval of that document is now planned for the first half of 2010.

### **Program Objectives:**

- To review all existing land use and transportation plans and development regulations covering the region and identify all of the access management related items found in these documents
- To work with state and local officials to consolidate access management regulations into one place so that updates of those regulations can be made and so they can be understood and maintained more easily
- To create a new access management guidelines and standards publication that can be used by government and private-sector professionals to help design and review project plans more efficiently, and use this new publication as a tool to educate the public about the importance of access management policies.

### **Work Tasks:**

- The MPO staff will work with local and state officials to review existing land use and transportation plans and development codes, and identify all of the access management related items in those documents
- The MPO staff will lead the effort to update and consolidate all of the access management regulations into one document that will replace the existing access management codes now scattered throughout several different plans and codes

### **Products:**

- Inventory of all access management related guidelines and standards found in plans and development codes used in the region
- New access management guidelines and standards publication that can be used easily by the public and transportation professionals, and that replaces the hodgepodge of access management rules now found in various code books and plans

**2010 Budget for the Short Range Transportation Planning Work Category:****Estimated Costs**

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 35,747
Consultant, Training, Equipment and Supply Costs	\$ 5,000
Estimated Total Costs	\$ 40,747

**Estimated Source of Funds**

Consolidated Planning Grant (Federal MPO funds)	\$ 32,598
Local Cash Match for CPG and Local Funding from the Lawrence-Douglas County Planning & Development Services Department	\$ 8,149
Cost Sharing Activity Match from KDOT	\$ 0
Estimated Total Funding	\$ 40,747

### **3. LONG RANGE TRANSPORTATION PLANNING**

The Long Range Transportation Planning Work Category includes major studies that set the future vision for roadway corridors and areas, regional policy setting documents like the Metropolitan Transportation Plan, and other important planning efforts designed to create system plans to be implemented over many years. These planning activities are related to the short range planning tasks, but unlike those short range plans these long range planning activities typically have broader scopes (e.g., they look at an entire urban street system rather than just a few intersections) and they have longer time horizons (e.g., they look at what needs to happen over the next two decades instead of just what could occur in the next five years). Under this category there are seven work tasks that provide the framework for the MPO staff and the public to participate in the discussion of how our region's multi-modal transportation system is going to look and how it will function now and in the future. Each of these seven work tasks are described on the following pages.

#### **3.1 Regional Travel Demand Model & Data Development**

##### **Background/Previous Work:**

The travel demand model for the Lawrence-Douglas County Metropolitan Planning Area was created by KDOT staff with assistance from the MPO staff and is used in the development of the Metropolitan Transportation Plan. This model is in the TransCAD format. This model is now housed in the KDOT Planning Office with a copy stored in the MPO staff computers. KDOT and MPO staffs have had recent discussions about moving this model and modeling capabilities from KDOT to the MPO. In preparation for the development of in-house modeling capacity the L-DC MPO approved an on-call consultant modeling contract for 2008 and 2009. The MPO staff used this contract during the second half of 2009 to provide MPO staff training on the model software, to assist with the model transfer from KDOT to the L-DC MPO staff for maintenance, and to coordinate the L-DC MPO model with the model developed for the 5-County Regional Transportation Study.

In order to develop the regional travel demand model MPO staff must create and maintain a network map showing all of the roadways to include in the model and the traffic analysis zones that are used to bring land use and socioeconomic data into the model. Although the model results are only used extensively every five years to run scenarios in preparation of a new MTP, the model database needs to be kept up to date on a routine basis. The maintenance of the database includes things like adding new road segments as they are built. This is an ongoing effort. Having a regional travel demand model provides an objective tool to use in making transportation investment decisions. However, the creation, maintenance and use of this regional travel demand model is not just a nice tool to have for MPO use. It is a federal requirement.

In order to perform the planning functions mandated by federal planning regulations, the MPO must develop, obtain and maintain accurate and reliable data for the metropolitan region. This work includes coordination with local governing bodies on land use policies and plans, mapping, maintenance of census data, and policy analysis.

Besides the model data use by local government officials the MPO receives requests for model information from consultants working on land development projects. These requests are for things like existing and projected future traffic counts at intersections. Maintaining the model and database helps the L-DC MPO provide up to date information in response to these requests.

### **Program Objectives:**

- To maintain the travel demand model and associated data files
- To maintain a geographic information system (GIS) capable of addressing transportation planning analysis needs
- To facilitate community dialogue concerning regional development and mobility goals
- To evaluate land use and transportation scenarios
- To communicate development changes to elected officials, business leaders, civic groups, community organizations, and local governments
- To collect, update and analyze data necessary to support the metropolitan transportation planning process and the creation of a regional travel demand model
- To utilize the regional traffic demand model in the creation of a new Metropolitan Transportation Plan

### **Work Tasks:**

- Respond to inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials and boards, and the media
- Utilize data to develop layers in the GIS which may include land use, population, employment, environmentally sensitive areas, and transportation data
- Prepare necessary graphics, analyses, and/or presentations
- Maintain and update existing economic, demographic, development and geographic databases
- Monitor and report on land use and development trends for informed decision-making and evaluation of long-range forecasts
- Coordinate with state and local government staff and private consultants to ensure consistent interpretation of data and methodologies
- Update and maintain the regional travel demand model so that it can be used to update the Metropolitan Transportation Plan in a timely manner
- Complete land use forecast scenarios and develop dwelling unit and employment estimates
- Develop land use/transportation network scenarios to model
- Prepare base year, existing + committed (E+C), E+C with projections, and horizon year modeling assignments
- Deploy a regional travel demand model and train staff in travel demand forecasting methods
- Train the MPO staff in the use of the TransCAD traffic model software (This will be closely coordinated with KDOT and was a major part of this work task in 2009. This

training of MPO staff will continue in 2010 and beyond as needed and funding allows.)

- Review and utilize demographic data as part of the metropolitan transportation planning process and use Census data (updated as needed) as input data to the regional traffic demand model
- Compile transportation safety data and decide how to use this data in the next MTP (The MPO staff will work with Lawrence, Douglas County and KDOT officials to compile accident data.)
- Review and revise the regional traffic model road network and traffic analysis zone structure as needed

### **Products:**

- Analyses of regional roadways, areas, or developments in response to data requests (ongoing)
- Transportation infrastructure, land use, and socioeconomic information and databases acquired from outside sources or produced by staff (ongoing)
- Updated GIS mapping (ongoing)
- Monitoring TAZ employment and dwelling unit projections for MTP updates (ongoing)
- Travel Demand Model training and experience for the MPO staff (ongoing)

## **3.2 Metropolitan Transportation Plan**

### **Background/Previous Work:**

Federal regulations require that Metropolitan Transportation Plans (MTP) cover at least a 20-year planning horizon and be reviewed and updated at least every five years in air quality attainment areas like Douglas County. The Transportation 2030 document was adopted on March 26, 2008. With this new MTP the Lawrence-Douglas County MPO will not need to update its MTP until 2013. However, it is likely that some parts of it will need to be revised before then to reflect changes in transportation planning priorities and/or funding.

Since its initial approval the T2030 document has been amended twice, once to update the bikeway system map and once to add proposed American Recovery & Reinvestment Act (ARRA) funded projects. Both of these amendments were approved by the L-DC MPO on April 16, 2009. For 2010 the most likely reasons to make further MTP revisions are the upcoming changes in transportation funding programs after the expiration of SAFETEA-LU in September 2009, the ongoing changes in transit services for Lawrence as the Lawrence T and the KU On Wheels operations consolidate, MTP changes needed to reflect the new Coordinated Public Transit - Human Services Transportation Plan scheduled for completion in the first half of 2010, and MTP changes necessitated by revisions to the functional classification maps for roadways. The MPO staff will monitor these issues, and if changes requiring an amendment to the MTP (T2030 document) occur then the MPO staff will initiate those changes.

For 2010 the majority of time spent on this task is likely to be for the completion of updates to the roadway functional classification maps for the region and the coordination of those map updates with the maps filed for our region at KDOT and the FHWA offices. Other MTP activities will include a review of the MTP and local economic development plans to

improve their coordination and outreach to the freight community to involve those groups in the MPO process and the development of the next MTP.

### **Program Objectives:**

- Update and maintain a MTP that is multi-modal and meets all federal regulations for MTP content and development process
- Assist in integrating the MTP with the KDOT statewide long range plan
- Coordinate the recommendations found in the MTP with the recommendations for transportation improvements found in other transportation plans produced by other agencies (e.g., KDOT, nearby cities and counties, Lawrence-Douglas County Planning)
- Create and maintain a functional classification map for all public roadways in the L-DC MPO metropolitan planning area
- Create and maintain a project selection procedure for including projects as recommended system improvements in the MTP
- Continue discussions of ongoing transportation issues in the region and incorporate those issues into the MTP
- Continue the process of coordinating the development of the MTP with local land use, growth management, economic development and other comprehensive plan elements in the region

### **Work Tasks:**

- Develop revenue projections and project cost estimates to financially constrain the MTP document and any MTP amendments
- Prepare a financially constrained MTP and amendments to the plan for review and adoption
- Update and maintain the MTP document so that it stays up to date and reflects the current status of the transportation system in the L-DC MPO area and stays in compliance with federal planning regulations
- Review statewide and national plans for transportation networks and confer with the TAC and KDOT staff to determine how the L-DC MPO transportation plans can be consistent with statewide and national plans
- Review and comment on transportation plans produced by other agencies and discuss with officials from those agencies how their plans and the MTP can be coordinated and have consistent recommendations
- Work with the Lawrence Transit System staff to update the transit sections of the MTP
- Work with the KDOT Public Transportation section and the Section 5310 and 5311 transit providers in Coordinated Transit District 1 to update the paratransit sections of the MTP
- Review the Functional Classification Maps and make revisions to those maps to make the FHWA-KDOT and MPO maps consistent
- Review the local government capital improvement plans in order to recommend needed transportation related projects for consideration in the development of the next MTP

- Review public comments and comments from planning partners about the current MTP and comments about transportation planning issues in the region, and document these comments so that they can be reviewed and possibly incorporated into the next MTP
- Review the MTP and other MPO documents to ensure that the regional economic development goals and transportation system development goals are coordinated
- The MPO staff will review freight services and issues in the region and the recently completed KDOT Statewide Freight Study to determine how freight issues can be addressed in the development of the next MTP update during 2011 and 2012.
- Design a program to inform the region's freight community (major shippers and carriers) about the MPO process and invite them to become involved and share their concerns with MPO staff

### **Products:**

- Comments on corridor studies, area plans, and other documents that discuss impacts to the region's transportation system and/or the MTP document
- Updates and/or amendments to the MTP
- Discussions among the partners in the MPO process on the funding assumptions to use in the next MTP
- Schedule for new MTP development and approval process
- New set of updated roadway functional classification maps for the region approved by the MPO, KDOT and the FHWA
- Review of public comments received about the current MTP and transportation planning issues in the region
- Comments about the relationship between various comprehensive plan elements produced by the region's local governments and the MTP
- Comments about transportation issues related to major land development proposals
- Plans for engaging the freight community in the MPO process and strategies for obtaining their involvement in the development of the next MTP

## **3.3 Special Studies (corridor, regional, statewide, feasibility, modal, etc.)**

### **Background/Previous Work:**

The MPO staff in the past has participated in special studies like the Kaw Connects Study which was jointly sponsored by KDOT and the Kansas Turnpike Authority and studied travel needs in the Kansas City-Lawrence-Topeka Corridor. The MPO staff has also been involved with more local studies like the 23<sup>rd</sup> Street Corridor Study. During 2008 the MPO staff began its involvement in the 5-County Regional Transportation Study, US Highway 56 Corridor Study, and the 31<sup>st</sup> Street Extension Study. The MPO staff will continue to participate in these types of transportation studies that address issues raised in the Metropolitan Transportation Plan.

For 2010 the MPO staff will continue to participate in the 5-County Regional Transportation Study as it ends Phase 1 and begins Phase 2. The US 56 Corridor Management

Study & Plan is scheduled to be completed in the first half of 2010, and the MPO staff will continue to participate in that study until its conclusion and then review the adopted corridor management plan to determine how it can be incorporated into MPO documents. With these two major studies continuing in 2010 the MPO staff will not likely have much time to devote to other special studies this year. However, if other studies are undertaken by any of the planning partners in the L-DC MPO program then the MPO staff will participate as much as staff time and funding allows. One potential corridor study that may be funded in 2010 is a corridor study of US Highway 40 west of Lawrence and K-10 Highway along the City's western edge. KDOT staff has indicated an interest in studying these corridors and if requested the MPO staff will assist KDOT with that study as much as staff resources allow.

### **Program Objectives:**

- To prepare plans for the development or redevelopment of specific areas or corridors located within the Lawrence-Douglas County Metropolitan Planning Area and to study the transportation needs in those areas
- To undertake and complete special studies and plans that are needed to produce high quality planning documents, to more accurately ascertain public needs or preferences, and/or produce specialized information designed to address particular transportation planning related issues that are not routinely addressed in other MPO work tasks

### **Work Tasks:**

- A major project under this work task for 2010 will be the L-DC MPO participation in the US 56 Corridor Study. This KDOT sponsored consultant study is being managed by the KDOT Planning Staff. Several local governments including Douglas County, Baldwin City, and the L-DC MPO are providing funding to this project. This corridor study covers approximately 22 miles of US Highway 56 from I-35 near Gardner in Johnson County to US 59 in Douglas County.
- Another major project under this task for 2009 will be the L-DC MPO staff participation in the 5-County Regional Transportation Study being sponsored and funded by KDOT. This study will cover mobility needs in Johnson, Leavenworth, Miami, Wyandotte, and Douglas Counties. The MPO staff was involved in Phase 1 of this study through 2009 and plans on working on this phase until early 2010. Assuming KDOT receives funding to continue to Phase 2 of the study the MPO staff will continue to participate in this study until it is completed. The first phase of this study scheduled for completion in early 2010 will identify major mobility issues in this region and plan strategies for addressing those needs. Phase 2 will study those issues in more detail and develop recommended projects to address those issues.
- The MPO staff may participate with KDOT in a corridor study of US Highway 40 and K-10 Highway west of Lawrence if MPO staff time and/or funding can be identified for this effort
- The MPO staff will identify special studies that are needed to address special concerns or issues raised by the L-DC MPO Policy Board and Technical Advisory Committee or other advisory committees during the course of the year. The MPO staff will then

determine if staff time and/or funding is available to study those issues, and if so, the MPO staff will discuss possible UPWP changes with the TAC and MPO Policy Board. With ample resources and MPO Policy Board approval the MPO staff will work on new special studies.

- The timely completion of special studies may be accomplished through the use of consultants to assist the L-DC MPO and the MPO staff. If the L-DC MPO decides to use consultant help then the MPO staff will administer the consultant contract through the Lawrence-Douglas County Planning & Development Services Department.

#### **Products:**

- Meetings and documentation of the MPO support of and work on completing the US Highway 56 Corridor Study
- Meetings and documentation of the MPO support of and work on completing the 5-County Regional Transportation Study
- Meetings and documentation of MPO support of and work on the US Highway 40/K-10 Corridor Study west of Lawrence
- Documentation of work accomplished for other special studies that address issues raised in the Metropolitan Transportation Plan and/or through the MPO process and authorized by the L-DC MPO

### **3.4 Bicycle and Pedestrian Planning**

#### **Background/Previous Work:**

The L-DC MPO has provided input and assistance to a number of on-road and off-road bicycle planning initiatives in the metropolitan area. MPO staff provides support for the Bicycle Advisory Committee (BAC), reviews road construction projects and development plans for bicycle and pedestrian facilities, maintains a regional bikeway system map, and updates the Bicycle Plan as needed. During 2009 the MPO staff completed an extensive review of the bikeways shown on the Bicycle Facilities Map and found that the map needed to be updated. Field checks of all existing bikeways on the map were made, and the MPO staff with the assistance of the BAC renamed this map as the Bikeway System Map. All of these map updates were coordinated with the BAC and with Lawrence Public Works staff. This effort that began in the second half of 2008 was completed on April 16, 2009 when the L-DC MPO approved MTP Amendment #1 which added this new bikeways map to the transportation plan and revised the text in Chapter 8 of the MTP.

During the second half of 2009 the MPO staff worked with the BAC to expand its membership to be more regional in scope so that the BAC could serve as both an advisory group to the Lawrence City Commission and the L-DC MPO. This was accomplished through the drafting of new BAC Bylaws by the MPO staff and approval of those bylaws by the BAC on August 18th. The new BAC Bylaws were then sent to the Douglas County Commission, Lawrence City Commission, and by the L-DC MPO for approval. Appointments to the newly composed BAC were made at the end of 2009.

In the second half of 2009 the MPO staff began to work on a Sidewalk Plan to inventory pedestrian facilities in the region and identify gaps in the sidewalk system. Work on this pedestrian system planning effort is scheduled to continue in 2010.

**Program Objectives:**

- Create and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports
- Encourage integration of bicycle and pedestrian transportation needs in land development projects, local comprehensive plans, and capital improvement projects
- Encourage and promote increased regional bicycle and pedestrian travel
- Provide public education materials about safe cycling and pedestrian activity to complement the development of the regional bikeway system and the regional multi-modal transportation system
- Encourage and support the development of a regional bikeway system that will encourage cycling for utilitarian trips and promote bikeways as a vital part of the region's multi-modal transportation system
- Maintain, update and implement the Bicycle and Pedestrian Elements of the Metropolitan Transportation Plan and local comprehensive plans

**Work Tasks:**

- Coordinate roadway design concepts and standards to ensure that the needs of non-motorized travelers are addressed
- Review development plans to ensure adherence to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects
- Develop priority listing of bicycle facilities for inclusion in local capital improvement plans and other documents
- Update the Bicycle Plan and Bikeway System Map as needed
- Prepare, as appropriate, applications for bicycling and walking grants, projects, and other programs
- Participate in "Bike to Work" week and other bicycle awareness and safety promotional activities
- Design and/or obtain materials to hand out to MPO members and the public to encourage safe cycling and walking, and to promote the inclusion of non-motorized transportation in the region's multi-modal transportation system
- Inventory pedestrian facilities and develop a Sidewalk Plan for inclusion in the MTP and for use in TIP development
- Work with the L-DC MPO Policy Board and other groups as requested to examine how pedestrian issues are being addressed in the MPO process and documents, and explore possibilities for having pedestrian issues represented through the MPO committee structure

**Products:**

- Reviews of roadway projects, development plans, and plats that note the needs for pedestrian facilities, bicycle facilities and bicycle parking
- Updated Bikeway System Map
- Updated Bicycle Work Plan
- Updates to transportation design guidelines and standards that incorporate bikeway planning and design guidelines and encourage the construction of bicycle-friendly transportation improvements
- Promotional materials for safe cycling and safe walking activities
- Pedestrian Facilities Plan

### **3.5 ITS Architecture Maintenance & Planning**

**Background/Previous Work:**

In 2006 in response to an FHWA requirement, the ITS Working Group began meeting to discuss development of the required Regional ITS Architecture. A request for proposals was developed, consultant interviews were conducted, and a consultant was selected. The scope of work and budget were negotiated and initial work was started. The draft ITS Architecture was completed and accepted as complete by the L-DC MPO on May 19, 2008. With the recent completion of our region's ITS architecture, the MPO staff does not expect to devote much time to this task in 2010. However, the MPO staff will discuss this architecture with local government officials and KDOT staff to learn about how it is being used by transportation project sponsors in designing their projects.

**Program Objectives:**

- Define the needs and opportunities for the deployment of ITS user services in Lawrence and throughout Douglas County
- Evaluate ITS user services to identify those that are applicable to the region
- Identify existing ITS technologies in use within the region
- Create and maintain a Regional ITS Architecture that is used by transportation planners and engineers to incorporate technology into project plans
- Use the ITS architecture to improve coordination and interoperability of transportation technology and transportation agencies to improve the safety and efficiency of the region's transportation system

**Work Tasks:**

- Review the Lawrence-Douglas County Regional ITS Architecture and determine how it is being used by local and state agencies in the metropolitan planning area to develop transportation system improvement projects (ongoing)

- Discuss the ITS Architecture with local and state officials in order to educate transportation professionals about ITS planning in the region (as needed)
- In cooperation with KDOT review and make comments about the Statewide ITS Architecture and the Advanced Traveler Information System developed by KDOT and how those things will be coordinated with the Lawrence-Douglas County Regional ITS Architecture (as requested)
- Training for MPO staff on the Turbo Architecture software package and the development of in-house capacity to make minor changes and upgrades to the regional ITS architecture (as needed)

#### **Products:**

- ITS Architecture reviews and comments
- Information about how the ITS Architecture is being used in the planning and design of transportation projects in the region
- MPO staff understanding of the Turbo Architecture software and how it can be used to maintain the region's ITS architecture

### **3.6 Air Quality Planning**

#### **Background/Previous Work:**

The MPO staff has been aware for a few years that with changing air quality standards it could be possible for Douglas County to be named as one of the non-attainment counties in Kansas. Recently the MPO staff has attended meetings with Kansas Department of Health and Environment (KDHE) officials and learned that Douglas County is on the borderline for non-attainment status and could be designated as non-attainment. The MPO staff has discussed this issue with TAC members, KDOT officials, and Douglas County Health Department staff. As of late 2009 the recommendation from the Kansas Department of Health & Environment is for Douglas County to remain in its current attainment status. The EPA will make the determinations for Kansas counties in 2010.

#### **Objectives:**

- Monitor the air quality designation of Douglas County and inform the L-DC MPO and TAC members about changes in the region's regulatory air quality status and how those changes will impact MPO operations
- Incorporate air quality standards into the L-DC MPO planning process and documents as required by federal and state laws and regulations
- Conduct a regional transportation planning program that considers the air quality impacts of transportation improvements and encourages development and travel patterns that reduce air pollution while maintaining a safe and efficient transportation network

- Coordinate the regional MPO program with local efforts to improve air quality in Douglas County

#### **Work Tasks:**

- Monitor the ongoing discussions about possible non-attainment status for Douglas County and inform the L-DC MPO about what impacts this would cause to MPO operations in the region
- Work with KDHE, EPA, KDOT, FHWA, FTA and other agencies to revise L-DC MPO processes and documents so that our region stays in compliance with air quality and planning regulations
- Continue to support efforts by the Climate Protection Task Force and similar groups around the region that are encouraging a reduction in air pollutant emissions

#### **Products:**

- Meetings and documentation about the possible designation of Douglas County as a non-attainment area for national ambient air quality standards
- Plans, reports, and other documents related to the L-DC MPO efforts to comply with air quality and planning regulations

### **3.7 Long Range Planning – Support & Coordination**

#### **Background/Previous Work:**

The MPO staff has in the past provided input and comments on a number of long range land use plans. These include area plans like the Farmer's Turnpike Area Plan and the West of K-10 Area Plan. The MPO staff has also offered comments on long range system plans for parks and utilities. These long range plans that are not directly transportation system plans but influence how land is developed are important to MPO planning. Support and coordination of land use and transportation planning efforts has taken place for many years in the region, and this is simply good comprehensive planning. This will continue in 2010. MPO staff will be directly involved in reviewing all major land use planning documents that have a potential to produce significant impacts on the regional transportation system.

#### **Program Objectives:**

- Provide a forum and working relationships between the MPO and land use planning agencies so that information can be exchanged and coordination can be enhanced between transportation and land use planning activities
- Provide a process for transportation planners to review and comment on land use plans and for land use planners to review and comment on transportation plans at the earliest stages of plan development in order to avoid conflicts between land use and transportation planning goals in the region

- Provide accessibility to transportation planners for data on land use and economic activity that is helpful at creating and updating the MPO's regional travel demand model, the Metropolitan Transportation Plan, and other MPO products.

**Work Tasks:**

- The MPO staff will receive, review and comment on land use plan drafts and indicate how those land use plans are consistent and how they are not consistent with MPO-approved planning documents, and MPO staff will offer suggestions for how these documents can be changed to make them consistent
- The MPO staff will meet regularly with other local and state planners working on land use plans and other system plans in the region
- The MPO staff will study the existing land use and other pertinent long range plans in the region and use that knowledge of local land use policies in updating the Metropolitan Transportation Plan
- The MPO staff will meet with local staffs that regulate land uses and learn about issues being faced by those planners
- MPO staff will study local land use regulations and determine how those rules impact the use of land near major transportation facilities and impact the regional transportation system

**Products:**

- Comments from MPO staff on draft long range plans for areas and systems
- MPO staff improvements in their understanding of local land use issues and regulations
- Updates to MPO planning documents that reflect improved coordination between land use and transportation system planning in the region

**2010 Budget for the Long Range Transportation Planning Work Category:****Estimated Costs**

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 84,868
Consultant, Training, Equipment and Supply Costs	\$ 10,000
Estimated Total Costs	\$ 94,868

**Estimated Source of Funds**

Consolidated Planning Grant (Federal MPO funds)	\$ 75,895
Local Cash Match for CPG and Local Funding from the Lawrence-Douglas County Planning & Development Services Department	\$ 18,974
Cost Sharing Activity Match from KDOT	\$ 0
Estimated Total Funding	\$ 94,868

## 4. PUBLIC TRANSPORTATION PLANNING

This work category includes two major types of transit planning activities. The transit planning done by the L-DC MPO staff is typically focused on general public fixed route transit services and the impacts of that service on the regional transportation system. For 2010 the MPO staff will conduct fixed route transit planning primarily through its involvement in the City-KU Transit Planning Team that is composed of Lawrence, University of Kansas, and MPO staff members working on the consolidation of the Lawrence T and the KU On Wheels transit systems. Public Transit Planning and Coordination work usually comprises most of the MPO staff time scheduled for transit planning each year. However, for 2010 equal amounts of staff time are scheduled for fixed route system and paratransit service planning.

Paratransit planning involves specialized transit services that are designed to transport certain groups that need special services. These special services include the transport of persons with various forms of physical and/or mental disabilities. The paratransit services in the region need to be considered in the development of the region's Metropolitan Transportation Plan. During the last quarter of 2009 and through the first half of 2010 the L-DC MPO staff will focus its transit planning efforts on the creation of a new Coordinated Public Transit-Human Services Transportation Plan.

During 2010 the MPO staff will also discuss the possibilities for enhancing transit in Douglas County, particularly service between the smaller cities (Baldwin city, Eudora, and Lecompton) and Lawrence. The MPO will also discuss possibilities for service between Douglas County cities and urban centers in Wyandotte, Johnson, and Shawnee Counties.

### 4.1 Public Transit Planning & Coordination

#### **Background/Previous Work:**

The MPO staff has assisted the City of Lawrence with the development of public transportation services and provides ongoing transit planning support to elected officials and City staff. The fixed-route bus service in Lawrence is operated by the City and is funded through federal and state aid programmed in the Transportation Improvement Program as well as local revenue sources. In November 2008 the voters of Lawrence approved a sales tax increase that included dedicated funding for transit operations. The Lawrence T fixed route system is discussed in the Metropolitan Transportation Plan and is an integral part of the multi-modal transportation system serving the Lawrence urbanized area.

The University of Kansas operates a separate fixed route system that provides service on campus and to several off-campus apartment complexes. During the last two years the City and KU have been discussing possible ways to consolidate their services and offer a joint service to the public and KU students. The MPO staff has been active in those discussions since September 2008 as part of the City-KU Transit Planning Team and expects to continue its activity with this group through 2010.

In 2006 a joint rideshare program was started between the City of Lawrence and the Mid-America Regional Council (MARC). This rideshare program called the Carpool Connection is a computerized ride matching service, and the L-DC MPO provides funding support for the maintenance of that service. In 2009 the L-DC MPO staff worked with MARC and the St. Joseph

Area Transportation Study Organization (SJATSO) to expand this service into the St. Joseph Area and to split the cost of maintaining this service among the three MPOs involved. The MPO staff also worked with MARC officials to change the name of this rideshare program to RideShare Connection and to approve new logos for the service.

The MPO staff and TAC discussed numerous transit service issues in 2009 including several consolidation ideas for the Lawrence T and KU On Wheels operations, the development of a joint KU-City maintenance and operations center, and the growing needs for special transit services and paratransit coordination. These discussions lead to the execution of a consultant contract during 2009 to study transit consolidation in Lawrence. The oversight of this consultant study is handled by the Transit Planning Team.

### **Program Objectives:**

- Provide a transportation planning program for the region that results in a multi-modal plan for mobility in the region that has a significant transit component
- Improve the public perception, convenience, utility, and service of transit operations in the Lawrence Area so that transit becomes more attractive to choice riders as well as transit dependent persons, and so that transit operations in the area can help improve the quality of life of residents and help support economic growth
- Provide a forum for discussions about intercity transit services in Northeast Kansas that can provide viable alternatives for commuters

### **Work Tasks:**

- Continue to assist in the planning and further development of the fixed-route municipal bus service for Lawrence and its consolidation with KU On Wheels transit operations
- Investigate opportunities for service, funding, and governance improvements and coordination between the City of Lawrence and University of Kansas transit systems
- Participate with staff assistance and funding in a route and schedule planning study and discussions concerning improving coordination of transit services between the City of Lawrence and the University of Kansas
- Monitor the changes to transit services in the Lawrence Area and make any modifications to the Metropolitan Transportation Plan and the Transportation Improvement Program documents as needed to reflect those changes
- Continue to participate in the efforts of the City-KU Transit Planning Team
- Participate in planning studies and discussions concerning the provision of commuter transit services between the Lawrence, Topeka, Kansas City, and Johnson County areas
- Work with the L-DC MPO committees to discuss the needs and possibilities for transit services to rural and small town areas in the region
- Provide technical and planning assistance to the City Commission and City Public Transit Administrator as needed
- Continue to work with MARC and the SJATSO in funding support of the joint rideshare program

- Assist as needed with the grant application process for use of FTA Section 5307, Section 5309, and KDOT Comprehensive Transportation Program funds

### **Products:**

- Support of the Joint Rideshare Program with MARC and SJATSO
- Amendments to the Transportation Improvement Program to reflect changes to transit programs and funding
- Amendments to the Metropolitan Transportation Plan to reflect changes to transit services in the region
- Various letters, reports and other documentation related to the possible consolidation of Lawrence T and KU On Wheels services
- Various letters, reports and other documentation related to the discussions of intercity commuter and rural transit services in Northeast Kansas

## **4.2 Paratransit Planning and Coordination**

### **Background/Previous Work:**

The MPO staff has worked with the local specialized transit providers and KDOT staff in the past to program funds in the Transportation Improvement Program for Section 5310 providers and to assist with the creation of the Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP). This assistance will continue and intensify in 2010 as the MPO staff develops a new CPT-HSTP for Douglas County. The MARC is now updating its CPT-HSTP as part of its ongoing efforts to update its Metropolitan Transportation Plan. KDOT staff for Coordinated Transit District #1 which Douglas County is a part of has encouraged the MPO staff to begin the process of updating its CPT-HSTP, and that process began in late 2009 and will continue into 2010 with a new Douglas County CPT-HSTP scheduled for completion by June 2010. During late 2008 and early 2009 the L-DC MPO and KDOT staffs discussed this coordinated transit plan update and initially decided to use consultants to do this work, however, in September 2009 the L-DC MPO approved a UPWP amendment that moved this work to in-house MPO staff.

### **Program Objectives:**

- To identify the needs for specialized transit services in the region and to incorporate paratransit issues into the MPO process and documents
- To provide assistance to local agencies that are supported with FTA 5310 funds and program those funds in the TIP as needed
- To produce and maintain a Coordinated Public Transit–Human Services Transportation Plan for Lawrence and Douglas County

**Work Tasks:**

- MPO staff will meet with paratransit providers from Coordinated Transportation District 1 (CTD-1) and work with those providers and KDOT staff to incorporate paratransit issues into the Metropolitan Transportation Plan
- MPO staff will work with KDOT staff and the CTD-1 agencies to program FTA Section 5310 funding for paratransit vehicles and the required local match amounts in the Transportation Improvement Program
- MPO staff will lead the effort to create a new Coordinated Public Transit-Human Services Transportation Plan for Douglas County and will work with KDOT staff and CTD-1 agencies to complete this plan update

**Products:**

- Updates to the Metropolitan Transportation Plan to reflect major changes to paratransit services in the region (as needed)
- Updates to the Transportation Improvement Program to reflect changes in funding for paratransit services in the region (as needed)
- Completion of a new Coordinated Public Transit–Human Services Transportation Plan for Douglas County and related documents to show the coordination of this new CPT-HSTP with the MTP

**2010 Budget for the Public Transportation Planning Work Category:****Estimated Costs**

Lawrence-Douglas County Metropolitan Planning Organization Staff	\$ 33,532
Consultant, Training, Equipment and Supply Costs	\$ 5,000
Estimated Total Costs	\$ 38,532

**Estimated Source of Funds**

Consolidated Planning Grant (Federal MPO funds)	\$ 26,826
Local Cash Match for CPG and Local Funding from the Lawrence-Douglas County Planning & Development Services Department	\$ 11,706
Cost Sharing Activity Match from KDOT	\$ 0

Estimated Total Funding	\$ 38,532
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	A	B	C	D	E	F	G
1	<b>2010 UPWP Work Task Schedule</b>	<b>UPWP #</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	
2							
3	<b>Program Support &amp; Administration</b>	<b>1</b>					
4							
5	MPO Administration & Staffing	1.1	o	o	o	o	Ongoing work to staff committee meetings, produce meeting documentation (agenda, minutes, etc.), administer MPO contracts, handle MPO personnel matters, provide training opportunities, and complete other administrative tasks for MPO operations
6	Unified Planning Work Program	1.2			x	x	New UPWP for the upcoming program year routinely done in 3rd and 4th quarters
7	Public Participation Plan	1.3	o	o	o	o	Ongoing work to implement the PPP and engage the public in the MPO process; this activity is coordinated with all other work tasks
8	MPO Education	1.4	o	o	o	o	Education about the MPO process is an ongoing activity involving all planning partners
9							
10	<b>Short Range Transportation Planning</b>	<b>2</b>					
11							
12	Transportation Improvement Program	2.1	x	x	o	o	New 2010-2014 TIP planned for completion by mid-year with ongoing improvements to the TIP project submission/revision process
13	Current Planning Support and Coordination	2.2	o	o	o	o	MPO staff will continue its ongoing activities with local land use planning staffs
14	Access Management - Plans, Guidelines and Standards	2.3	x	x	o	o	New Access Management Guidelines & Standards document is scheduled for completion by mid-year
15							
16	<b>Long Range Transportation Planning</b>	<b>3</b>					
17							
18	Regional Travel Demand Model & Data Development	3.1	x	x	x	o	MPO staff will continue to train on the TransCAD software and begin to maintain our regional travel demand model with this becoming a routine ongoing activity
19	Metropolitan Transportation Plan	3.2	x	x	x	o	MPO staff will update the Roadway Functional Classification Maps by the end of the 1st quarter. Amendments to the MTP will be made as needed during 2010 with the start of work on the next MTP scheduled for 2011. During the 2nd quarter the MPO staff will work on reviewing and coordinating the local economic development plans with the MTP. During the 3rd quarter the MPO staff will work on developing a plan for engaging the freight community in the MPO and MTP development processes.
20	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	x	x	x	x	MPO staff activity is planned through 2010 for the 5-County Regional Transportation Study and the US 56 Corridor Management Study and Plan. MPO staff may also work on a US Highway 40 Corridor Study.
21	Bicycle and Pedestrian Planning	3.4	x	x	x	x	MPO staff activity coordinated with the Bicycle Advisory Committee is planned throughout the year especially in May - Bicycle Safety Month. During the second half of the year MPO staff will complete the draft Pedestrian Facilities Plan.
22	ITS Architecture Maintenance & Planning	3.5	o	o	o	o	Periodic review of the Regional ITS Architecture and the incorporation of that architecture into transportation projects is an ongoing activity
23	Air Quality Planning	3.6	o	o	o	o	The MPO staff will continue to monitor EPA decisions about the Douglas County air quality designation and its impacts on the MPO process
24	Long Range Planning - Support & Coordination	3.7	o	o	o	o	MPO staff will continue its coordination work in reviewing land use plans with local government land use planners and other local officials
25							
26	<b>Public Transportation Planning</b>	<b>4</b>					
27							
28	Public Transit Planning & Coordination	4.1	o	o	o	o	MPO staff will continue to serve on the City-KU Transit Planning Team throughout 2010 and provide support for transit planning as requested
29	Paratransit Planning & Coordination	4.2	x	x	o	o	MPO staff will complete a draft of the new Coordinated Public Transit - Human Services Transportation Plan for Douglas County by mid-year and remain active in Coordinated Transit District #1 paratransit planning activities
30							
31							
32	<b>Notes:</b>						
33							
34	X denotes a major focus of staff resources on that work task during that quarter						
35	O denotes an ongoing activity that staff routinely conducts as needed throughout the year						
36	This schedule is subject to change and may change in 2010 as the Federal and State Governments debate new surface transportation programs, the Lawrence and University of Kansas transit systems make adjustments as they consolidate operations, MPO funding is revised, the region's air quality attainment status is debated, major KDOT sponsored corridor and area studies impacting Douglas County are completed, or other significant changes to MPO duties or funding are implemented.						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	TASKS - Hours	UPWP #	Todd Girdler	Percent		Bart Rudolph	Percent		David Guntert	Percent		Renee Yocum (Stains)	Percent		TOTAL HOURS	Percent	
3	<b>Program Support &amp; Administration</b>	<b>1</b>	<b>360</b>	<b>17.31%</b>		<b>240</b>	<b>11.54%</b>		<b>0</b>	<b>0.00%</b>		<b>0</b>	<b>0.00%</b>		<b>600</b>	<b>12.71%</b>	
4																	
5	MPO Administration & Staffing	1.1	200	9.62%		80	3.85%			0.00%			0.00%		280	5.93%	
6	Unified Planning Work Program	1.2	80	3.85%		40	1.92%			0.00%			0.00%		120	2.54%	
7	Public Participation Plan	1.3	40	1.92%		80	3.85%			0.00%			0.00%		120	2.54%	
8	MPO Education	1.4	40	1.92%		40	1.92%			0.00%			0.00%		80	1.69%	
9																	
10	<b>Short Range Transportation Planning</b>	<b>2</b>	<b>400</b>	<b>19.23%</b>		<b>440</b>	<b>21.15%</b>		<b>80</b>	<b>22.22%</b>		<b>40</b>	<b>20.00%</b>		<b>960</b>	<b>20.34%</b>	
11																	
12	Transportation Improvement Program	2.1	200	9.62%		80	3.85%		40	11.11%			0.00%		320	6.78%	
13	Current Planning Support and Coordination (TIS reviews, etc.)	2.2	120	5.77%		120	5.77%			0.00%			0.00%		240	5.08%	
14	Access Management - Plans, Guidelines and Standards	2.3	80	3.85%		240	11.54%		40	11.11%		40	20.00%		400	8.47%	
15																	
16	<b>Long Range Transportation Planning</b>	<b>3</b>	<b>880</b>	<b>42.31%</b>		<b>1,120</b>	<b>53.85%</b>		<b>200</b>	<b>55.56%</b>		<b>120</b>	<b>60.00%</b>		<b>2,320</b>	<b>49.15%</b>	
17																	
18	Regional Travel Demand Model & Data Development	3.1	240	11.54%		240	11.54%		40	11.11%			0.00%		520	11.02%	
19	Metropolitan Transportation Plan	3.2	80	3.85%		120	5.77%		80	22.22%		40	20.00%		320	6.78%	
20	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	280	13.46%		200	9.62%		40	11.11%		40	20.00%		560	11.86%	
21	Bicycle and Pedestrian Planning	3.4	120	5.77%		280	13.46%		40	11.11%		40	20.00%		480	10.17%	
22	ITS Architecture Maintenance & Planning	3.5	40	1.92%		40	1.92%			0.00%			0.00%		80	1.69%	
23	Air Quality Planning	3.6	40	1.92%		80	3.85%			0.00%			0.00%		120	2.54%	
24	Long Range Planning - Support & Coordination	3.7	80	3.85%		160	7.69%			0.00%			0.00%		240	5.08%	
25																	
26	<b>Public Transportation Planning</b>	<b>4</b>	<b>440</b>	<b>21.15%</b>		<b>280</b>	<b>13.46%</b>		<b>80</b>	<b>22.22%</b>		<b>40</b>	<b>20.00%</b>		<b>840</b>	<b>17.80%</b>	
27																	
28	Public Transit Planning & Coordination	4.1	200	9.62%		80	3.85%		40	11.11%			0.00%		320	6.78%	
29	Paratransit Planning & Coordination	4.2	240	11.54%		200	9.62%		40	11.11%		40	20.00%		520	11.02%	
30																	
31	<b>TOTAL HOURS - MPO</b>		<b>2,080</b>	<b>100.00%</b>		<b>2,080</b>	<b>100.00%</b>		<b>360</b>	<b>100.00%</b>		<b>200</b>	<b>100.00%</b>		<b>4,720</b>	<b>100.00%</b>	
32																	
33	<b>PERCENT OF STANDARD WORK YEAR (2,080 HOURS)</b>			<b>100.00%</b>			<b>100.00%</b>			<b>17.31%</b>			<b>9.62%</b>				
34																	
35																	
36																	
37																	
38																	
39																	
40																	

	A	B	C	D	E	F	G	H	I
1	<b>TASKS - Labor - Total Dollars</b>	UPWP #	Todd Girdler	Bart Rudolph	David Guntert	Renee Yocum (Stains)		<b>TOTAL LABOR COSTS 100%</b>	
2									
3	<b>Program Support &amp; Administration</b>	<b>1</b>	<b>17,256</b>	<b>6,199</b>	<b>0</b>	<b>0</b>		<b>23,455</b>	
4									
5	MPO Administration & Staffing	1.1	9,587	2,066	0	0		11,653	
6	Unified Planning Work Program	1.2	3,835	1,033	0	0		4,868	
7	Public Participation Plan	1.3	1,917	2,066	0	0		3,984	
8	MPO Education	1.4	1,917	1,033	0	0		2,951	
9									
10	<b>Short Range Transportation Planning</b>	<b>2</b>	<b>19,173</b>	<b>11,365</b>	<b>3,740</b>	<b>1,470</b>		<b>35,747</b>	
11									
12	Transportation Improvement Program	2.1	9,587	2,066	1,870	0		13,523	
13	Current Planning Support and Coordination (TIS reviews, etc.)	2.2	5,752	3,100	0	0		8,852	
14	Access Management - Plans, Guidelines and Standards	2.3	3,835	6,199	1,870	1,470		13,373	
15									
16	<b>Long Range Transportation Planning</b>	<b>3</b>	<b>42,181</b>	<b>28,930</b>	<b>9,349</b>	<b>4,409</b>		<b>84,868</b>	
17									
18	Regional Travel Demand Model & Data Development	3.1	11,504	6,199	1,870	0		19,573	
19	Metropolitan Transportation Plan	3.2	3,835	3,100	3,740	1,470		12,143	
20	Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	13,421	5,166	1,870	1,470		21,927	
21	Bicycle and Pedestrian Planning	3.4	5,752	7,232	1,870	1,470		16,324	
22	ITS Architecture Maintenance & Planning	3.5	1,917	1,033	0	0		2,951	
23	Air Quality Planning	3.6	1,917	2,066	0	0		3,984	
24	Long Range Planning - Support & Coordination	3.7	3,835	4,133	0	0		7,967	
25									
26	<b>Public Transportation Planning</b>	<b>4</b>	<b>21,090</b>	<b>7,232</b>	<b>3,740</b>	<b>1,470</b>		<b>33,532</b>	
27									
28	Public Transit Planning & Coordination	4.1	9,587	2,066	1,870	0		13,523	
29	Paratransit Planning & Coordination	4.2	11,504	5,166	1,870	1,470		20,009	
30									
31	<b>TOTAL DOLLARS at 100%</b>		<b>99,700</b>	<b>53,726</b>	<b>16,829</b>	<b>7,348</b>		<b>177,602</b>	
32									
33									
34	<b>Notes:</b>								
35	Todd Girdler hourly rate with benefits =		47.93						
36	Bart Rudolph hourly rate with benefits =		25.83						
37	David Guntert hourly rate with benefits =		46.75						
38	Renee Yocum (Stains) hourly rate with benefits =		36.74						
39	These hourly rates are January 1st fully loaded rates with all benefits and include a 5% inflation factor to compensate for mid-year changes.								
40									
41									

2010 UPWP BUDGET			Consultant, Training, Equipment & Supply Costs						Labor Costs					Breakdown of Funding Sources		
UPWP #	Total Cost by Work Task	Funding Sources						Total Consultant, Training, Equipment & Supply Costs	Funding Sources				Total Labor Costs	Breakdown of Funding Sources		
		Funded 80% CPG with Local Cash Match or Agency Match		Funded 100% CPG with Cost Sharing Activity Match		Funded 100% with Local Funds (Cash)	Funded 80% CPG with Local Cash Match		Funded 100% CPG with KDOT In-Kind Match		Consolidated Planning Grant FHWA & FTA	Cost Sharing Activity Match*		Lawrence-Douglas County PDS Match for CPG and Local Funds (Cash)		
		Consolidated Planning Grant FHWA & FTA	Lawrence-Douglas County PDS Match to MPO Funds (Cash)	Consolidated Planning Grant FHWA & FTA	Cost Sharing Activity Match*		Consolidated Planning Grant FHWA & FTA		Lawrence-Douglas County PDS Match to MPO Funds (Cash)	Consolidated Planning Grant FHWA & FTA					Cost Sharing Activity Match*	
Program Support & Administration	1	31,455	3,200	800	0	0	4,000	8,000	18,764	4,691	0	0	23,455	21,964	0	9,491
MPO Administration & Staffing	1.1	19,653	3,200	800	-	-	4,000	8,000	9,322	2,331	-	-	11,653	12,522	-	7,131
Unified Planning Work Program	1.2	4,868	-	-	-	-	-	-	3,894	974	-	-	4,868	3,894	-	974
Public Participation Plan	1.3	3,984	-	-	-	-	-	-	3,187	797	-	-	3,984	3,187	-	797
MPO Education	1.4	2,951	-	-	-	-	-	-	2,360	590	-	-	2,951	2,360	-	590
Short Range Transportation Planning	2	40,747	4,000	1,000	0	0	0	5,000	28,598	7,149	0	0	35,747	32,598	0	8,149
Transportation Improvement Program	2.1	18,523	4,000	1,000	-	-	-	5,000	10,818	2,705	-	-	13,523	14,818	-	3,705
Current Planning - Support and Coordination	2.2	8,852	-	-	-	-	-	-	7,081	1,770	-	-	8,852	7,081	-	1,770
Access Management - Plans, Guidelines and Standards	2.3	13,373	-	-	-	-	-	-	10,699	2,675	-	-	13,373	10,699	-	2,675
Long Range Transportation Planning	3	94,868	8,000	2,000	0	0	0	10,000	67,895	16,974	0	0	84,868	75,895	0	18,974
Regional Travel Demand Model & Data Development	3.1	24,573	4,000	1,000	-	-	-	5,000	15,658	3,915	-	-	19,573	19,658	-	4,915
Metropolitan Transportation Plan	3.2	12,143	-	-	-	-	-	-	9,715	2,429	-	-	12,143	9,715	-	2,429
Special Studies (corridor, regional, statewide, feasibility, modal, etc.)	3.3	26,927	4,000	1,000	-	-	-	5,000	17,541	4,385	-	-	21,927	21,541	-	5,385
Bicycle and Pedestrian Planning	3.4	16,324	-	-	-	-	-	-	13,059	3,265	-	-	16,324	13,059	-	3,265
ITS Architecture Maintenance & Planning	3.5	2,951	-	-	-	-	-	-	2,360	590	-	-	2,951	2,360	-	590
Air Quality Planning	3.6	3,984	-	-	-	-	-	-	3,187	797	-	-	3,984	3,187	-	797
Long Range Planning - Support & Coordination	3.7	7,967	-	-	-	-	-	-	6,374	1,593	-	-	7,967	6,374	-	1,593
Public Transportation Planning	4	38,532	0	0	0	0	5,000	5,000	26,826	6,706	0	0	33,532	26,826	0	11,706
Public Transit Planning & Coordination	4.1	18,523	-	-	-	-	5,000	5,000	10,818	2,705	-	-	13,523	10,818	-	7,705
Paratransit Planning & Coordination	4.2	20,009	-	-	-	-	-	-	16,007	4,002	-	-	20,009	16,007	-	4,002
<b>Totals</b>		<b>205,602</b>	<b>15,200</b>	<b>3,800</b>	<b>0</b>	<b>0</b>	<b>9,000</b>	<b>28,000</b>	<b>142,082</b>	<b>35,520</b>	<b>0</b>	<b>0</b>	<b>177,602</b>	<b>157,282</b>	<b>0</b>	<b>48,320</b>

Consultant, Training, Equipment & Supply Costs for 2010 include:	
MPO staff training (except TransCAD training), travel expenses, printing, equipment and supplies	8,000
TIP database and project submission process creation	5,000
Travel demand model training for MPO staff and modeling services	5,000
L-DC MPO contribution to the KDOT sponsored US40/K-10 Corridor Study	5,000
Carpool Connection maintenance fee	5,000
<b>TOTAL DIRECT NON-STAFF EXPENSES</b>	<b>28,000</b>

\*Cost Sharing Activity Match comes from the US Highway 56 Corridor Study and Plan

FEDERAL MPO FUNDING ESTIMATES	
Estimates of available Federal Consolidated Planning Grant (CPG) funds	
2009 CPG sub-allocation to L-DC MPO	151,608
2008 to 2009 Carryover Funding	122,537
2009 estimated CPG funds available for L-DC MPO use	274,145
CPG funds programmed in the 2009 UPWP	240,546
2009 to 2010 carryover - ESTIMATE	33,599
2010 CPG sub-allocation to L-DC MPO - ESTIMATE	150,000
<b>2010 estimated CPG funds available for L-DC MPO use</b>	<b>183,599</b>

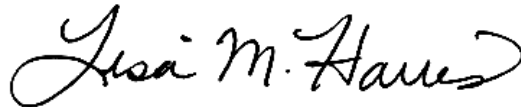
## RESOLUTION

WHEREAS, the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) is designated as the Metropolitan Planning Organization (MPO) to carry out the Continuing, Cooperative and Comprehensive (3C) planning program, including transportation planning for the Lawrence-Douglas County Metropolitan Planning Area; and,

WHEREAS, the Unified Planning Work Program (UPWP) of the MPO identifies the planning objectives, methodologies, planning products, and the functional and financial responsibilities of all participating planning entities in carrying out the MPO work for the region each year; and,

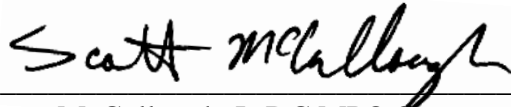
WHEREAS, a UPWP for each MPO must be adopted annually, and amended when necessary, in accordance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and related laws and regulations.

NOW, THEREFORE BE IT RESOLVED that the Lawrence-Douglas County Metropolitan Planning Organization hereby approves the attached 2010 Unified Planning Work Program on this 15th day of October 2009.



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Lisa Harris, L-DC MPO Chairperson



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Scott McCullough, L-DC MPO Secretary



U.S. Department of Transportation

**Federal Transit Administration**  
901 Locust Street, Suite 404  
Kansas City, MO 64106  
816-329-3920  
816-329-3921 (fax)

**Federal Highway Administration**  
6111 SW 29<sup>th</sup> Street, Suite 100  
Topeka, KS 66614-4271  
785-228-2544  
785-271-1797 (fax)

October 22, 2009

FY 2010 Unified Planning Work Program  
Approval for Lawrence-Douglas County  
Metropolitan Planning Organization (L-DC  
MPO)

Mr. Jerome T. Younger, P.E.  
Deputy Secretary for Engineering and  
State Transportation Engineer  
Kansas Department of Transportation  
Topeka, Kansas 66603

Dear Mr. Younger:

As requested by Ms. Davonna C. Moore's October 21, 2009 letter, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) approve the L-DC MPO's FY 2010 Unified Planning Work Program (UPWP). The effective period for this UPWP approval is January 1, 2010 through December 31, 2010.

If you have any questions or need additional information, please contact Joan Roeseler of FTA at (816) 329-3936 or Byron Low of FHWA at (785) 271-2448, Extension 205.

Sincerely yours,

Mokhtee Ahmad  
Regional Administrator  
Federal Transit Administration

J. Michael Bowen, P.E.  
Division Administrator  
Federal Highway Administration

cc: Allison Smith, KDOT  
Sondra Clark, KDOT  
Susie Lovelady, KDOT  
Joan Roeseler, FTA



October 21, 2009

Mr. Mokhtee Ahmad  
Region Administrator  
FTA, Region VII  
901 Locust St., Suite 404  
Kansas City, MO 64106

Mr. J. Michael Bowen  
Division Director  
FHWA, Kansas Division  
6111 SW 29<sup>th</sup> St., Suite 100  
Topeka, KS 66611-2237

RE: Lawrence/Douglas County MPO 2010 UPWP

Dear Mr. Ahmad and Mr. Bowen:

On October 15, 2009 the Lawrence-Douglas County Metropolitan Planning Organization approved the 2010 UPWP. We are requesting your concurrence for approval.

Sincerely,

Dennis R. Slimmer, P.E.  
Chief of Bureau of Transportation Planning

A handwritten signature in black ink that reads "Davonna C. Moore".

Davonna Moore  
Urban Planning Manager

cc: file



City of Lawrence  
Douglas County  
PLANNING & DEVELOPMENT SERVICES

6 East 6<sup>th</sup> St.  
P.O. Box 708  
Lawrence, KS 66044

[www.lawrenceplanning.org](http://www.lawrenceplanning.org)

Phone 785-832-3150  
Tdd 785-832-3205  
Fax 785-832-3160

October 20, 2009

Davonna Moore  
Urban Planning Manager  
Kansas Department of Transportation  
700 SW Harrison Street  
Topeka, KS 66603

Dear Ms. Moore:

I am sending you this letter today to inform you that the Lawrence-Douglas County Metropolitan Planning Organization approved the enclosed 2010 Unified Planning Work Program on October 15, 2009.

This work program includes a budget that includes an estimate of \$150,000 of 2010 Federal Highway Administration PL and FTA Section 5303 funding combined into one Federal Consolidated Planning Grant for our region. Actual allocation amounts will be added to the UPWP by amendment once the Congress passes a FFY 2010 Budget and the exact planning assistance amounts for our region are known.

I would appreciate it if you could process this 2010 UPWP for KDOT approval as soon as possible and forward this work program to the Federal Highway Administration and the Federal Transit Administration for their approval. If you have any questions concerning this action please call me at (785) 832-3155. I appreciate your assistance.

Sincerely,

Todd Girdler, AICP  
Senior Transportation Planner

Enclosure: 2010 Unified Planning Work Program

