

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: DRAFT FY 2018 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

As a part of the federal regulations governing Metropolitan Planning Organizations, the Federal Highway Administration and the Federal Transit Administration provide planning funds to reimburse these agencies for transportation planning activities. The Iowa Department of Transportation administers this program.

The attached Transportation Planning Work Program (TPWP) includes several work elements to ensure an integrated transportation system. These elements include administrative tasks for transportation planning, programming and development for the Transportation Improvement Program, comprehensive transportation planning and in-depth technical analysis, enhanced transit planning for coordination, accessibility, and efficiency, public participation enhancement and incorporation into the transportation planning process, committee support, and maintenance and development of the Long Range Transportation Plan. Some expected products in the FY 2018 TPWP includes the development of the Transportation Improvement Program, ongoing maintenance of the Long Range Transportation Plan and Passenger Transportation Plan.

ALTERNATIVES:

1. Approve the Draft FY 2018 Transportation Planning Work Program and set May 23, 2017 as the date for the public hearing.
2. Modify the Draft FY 2018 Transportation Planning Work Program and set May 23, 2017 as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has developed and now recommends approval of this Draft FY 2018 Transportation Planning Work Program. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the Draft FY 2018 Transportation Planning Work Program and setting May 23, 2017 as the date for the public hearing.



FY18

Transportation Planning Work Program



The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. The Ames Area MPO approved this document on **May XX** 2017. Please call (515) 239.5160 to obtain permission to use.

DRAFT

Prepared for Transportation Policy Committee
March 28, 2017

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Introduction

The Fiscal Year 2018 Transportation Planning Work Program (FY 2018 TPWP) is the work plan for the fiscal year beginning July 1, 2017 and ending June 30, 2018. The TPWP is a requirement of 23 CFR 450.308(b) for metropolitan planning organizations to develop a document identifying work proposed for the next one-year period by major activity and task. The document should be in enough detail to indicate who will perform the planning activity, the schedule for completing the activity, what products should result from each activity, funding for each activity as well as a total program budget.

Area Background

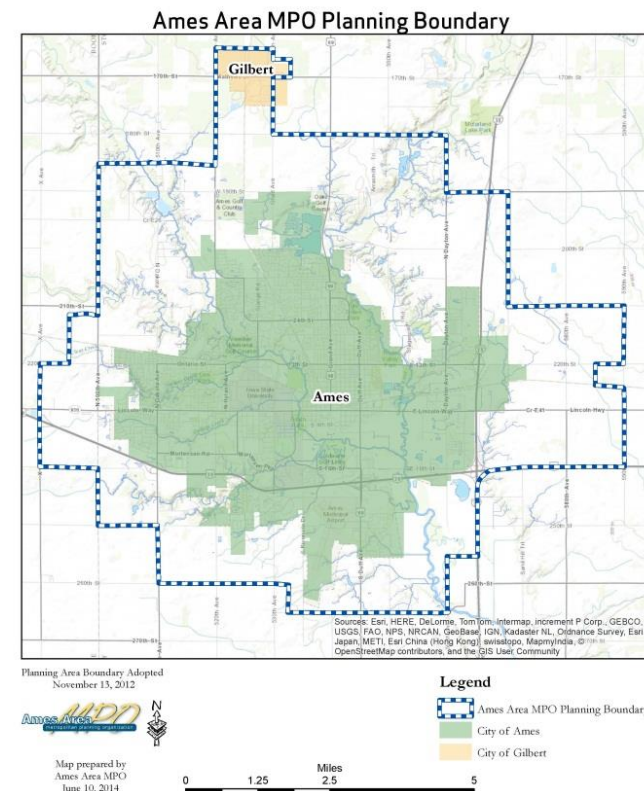
The Ames Area MPO was officially designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and Gilbert were combined into one urbanized area, therefore requiring the Metropolitan Planning Area to be expanded to encompass this area in its entirety. The Ames Area MPO approved the current Metropolitan Planning Area boundary on November 13, 2012. The City of Gilbert and Iowa State University were added to the Transportation Policy Committee on March 26, 2013.

Definition of Area

Ames is located in central Iowa and is served by Interstate 35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 248 centerline miles of streets. The community has a very progressive transit system, CyRide, which carries over six million bus passengers per year.

While the majority of transit users have Iowa State University ties, CyRide serves the entire Ames community.

The Ames Area MPO area includes the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.



Planning Priorities

The FY2018 TPWP addresses the planning goals of the Ames Area MPO, which are:

- Provide a connected transportation system that offers efficient and reliable mobility options for all modes of travel.
- Provide a safe transportation system.
- Consider and mitigate the impacts of the transportation system on the natural and built environment.
- Provide an accessible transportation system which fits within the context of its surroundings and preserves community character.
- Provide a transportation system that supports the regional economy and efficiently moves goods.
- Maintain transportation infrastructure in a state-of-good-repair.

The Federal Highway Administration and the Federal Transit Administration in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work tasks associated with PEAs in the Transportation Planning Work Program. The 2016 PEAs include:

1. **FAST Act Implementation:** Transition to performance-based planning and programming.
2. **Regional Models of Cooperation:** Ensure regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and State boundaries.
3. **Ladders of Opportunity:** Access to essential services.

To address these priorities and challenges in the FY 2018 Transportation Planning Work Program, the Ames Area MPO will conduct the following activities to address these areas of emphasis:

- **FY 2019 – 2022 Transportation Improvement Program (Task 2)** – Develop a short-range transportation document in accordance with the Public Participation Process and address transportation programming using principals from the Ames Mobility 2040 Long Range Transportation Plan
- **Development of Performance Measures into Planning Processes (Task 1)** – Transition MPO planning activities to using performance measures in effort to implement FAST Act
- **Partnering with local organizations and host additional coordination meetings (Task 1)** – Ensuring a regional approach to our transportation planning activities.
- **Passenger Transportation Plan (PTP) (Task 4)** – Update and amend the 2015-2020 PTP to address access to essential services within the Ames region.

The following documents are developed, updated, or maintained by the Ames Area MPO:

- Transportation Planning Work Program
- Transportation Improvement Program
- Public Participation Plan
- Long Range Transportation Plan
- Passenger Transportation Plan

Performance-based Planning and Programming

The regional performance measures tie back to the six performance goals of the adopted Ames Mobility 2040 Plan:

1. Connected, Efficient, and Reliable
2. Safety
3. Environment
4. Accessibility
5. Economy and Goods Movement
6. Asset Management

Performance targets are shown that reflect challenging, yet achievable performance targets for the Ames area. The performance targets are shown as a way of assessing the level of consistency between Ames Mobility 2040 Plan outcomes with the regional transportation vision and goals. The performance measures do not reflect Ames Area MPO policy, and there are not positive or negative consequences to the Ames Area MPO or its member jurisdictions whether they are achieved or not achieved. The regional performance measures are desired outcomes that reflect the community vision and attempt to measure how the Ames Mobility 2040 plan compares to that vision. It is assumed that the Ames area's regional performance measures and targets will be ultimately be modified when formal performance measurement rulemaking is finalized.

Performance Measures

Goal Area	Performance Measure	Performance Measure Target for Ames Mobility 2040
1. Connected, Efficient, and Reliable	System Reliability / Reliability Index 80 (RI ₈₀)	Address reliability issues at the two (2) NHS segments with poorest reliability.
	Miles of On-Street Bicycle Facilities	Increase the segment-mileage of on-street bicycle facilities by 100% compared to current levels.
2. Safety	Serious Injury / Fatal Crashes	Address safety issues at five (5) locations with highest crash rates or most serious injury / fatal crashes.
3. Environment	VMT per Household	2040 VMT per household grows by 10% or less compared to 2010 levels.
	VHT per Household	2040 VHT per household grows 20% or less compared to 2010 levels.
	Transit Mode Share	2040 transit mode share is higher than 2010 transit mode share.

Goal Area	Performance Measure	Performance Measure Target for Ames Mobility 2040
4. Accessibility	Household and Employment Proximity to Transit	Maintain housing and jobs proximity (¼ mile walk distance) within 5% of 2010 levels.
	EJ Proximity to Transit	Maintain levels of transit proximity (within ¼ of a route) to EJ households within 5% of non-EJ households.
	Household and Employment Proximity to Bicycle Facilities	Increase the percentage of employment and households within ¼ mile of bicycle facilities by 25% by 2040.
	EJ Proximity to Bicycle and Pedestrian Facilities	Provide higher levels of bicycle facility proximity (within ¼ mile of a facility) to EJ households than non-EJ households.
5. Economy and Goods Movement	LOS / Congested Miles of Primary Freight Corridors	2040 Congested Miles of NHS system same/lower than 2010 levels.
6. Asset Management	Pavement Condition Index (PCI)	Reconstruct federal-aid roadways rated poor.
	Bridge Condition (NBI)	Reconstruct structurally deficient bridges.
	Transit State of Good Repair	Maintain avg. fleet age at 15 years old or newer.

Air Quality

The Clean Air Act requires the United States Environmental Protection Agency to set limits on how much of a particular pollutant can be in the air anywhere in the United States. National Ambient Air Quality Standards are the pollutant limits set by the Environmental Protection Agency; they define the allowable concentration of pollution in the air for six different pollutants:

- Carbon Monoxide
- Lead
- Nitrogen Dioxide
- Particulate Matter
- Ozone
- Sulfur Dioxide

The Clean Air Act specifies how areas within the country are designated as either “attainment” or “non-attainment” of an air quality standard, and provides Environmental Protection Agency the authority to define the boundaries of nonattainment areas. For areas designated as non-attainment for one or more National Ambient Air Quality Standards, the Clean Air Act defines a specific timetable to attain the standard and requires that non-attainment areas demonstrate reasonable and steady progress in reducing air pollution emissions until such time that an area can demonstrate attainment. Each state must develop and submit a State Implementation Plan that addresses each pollutant for which it fails to meet the National Ambient Air Quality Standards. Individual state air quality agencies are responsible for defining the overall regional plan to reduce air pollution emissions to levels that will enable attainment and maintenance of the National Ambient Air Quality Standards. This strategy is articulated through the State Implementation Plan.

Regions which do not meet air quality standards are required to develop transportation plans in conformance with the State Implementation Plan (SIP), including more frequent updates to plans such the Long Range Transportation Plan.

The Ames Area MPO does not exceed the National Ambient Air Quality Standards and is considered an attainment area. The Ames area is therefore not subject to air quality conformity requirements, updating the Long Range Transportation Plan every five years. However, the Ames Area MPO will perform activities to monitor and promote air quality issues in the region. The State of Iowa provides grant opportunities through the Iowa Clean Air Attainment Program (ICAAP) to promote air quality in Iowa’s transportation system.

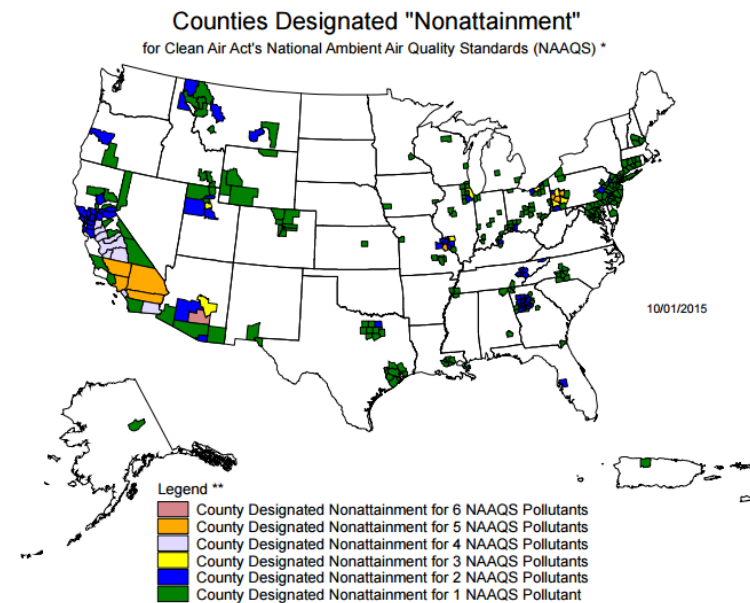


Figure 1 U.S. EPA Green Book

TPWP Development

The FY 2018 Transportation Planning Work Program was developed by input from the Ames Area MPO staff, members of the Transportation Technical Committee, the general public, and the Transportation Policy Committee. The following milestones describe the process in which the Transportation Planning Work Program was developed.

- **March 9, 2017 – Transportation Technical Committee**

The Transportation Technical Committee reviewed the draft FY 2018 Transportation Planning Work Program and made final recommendations.

- **March 10 – March 24, 2017 – Public Input Period**

A public comment period was open for the draft FY 2018 Transportation Planning Work Program from March 10 through March 24th.

The comment period opened on March 10, 2017. MPO staff were available for the general public to give input to staff in-person at the meeting held at Ames City Hall. Staff presented the activities outlined in the work program to attendees. There were no suggestions and/or comments regarding the activities presented made at the public input session.

The draft plan was also made available on the Ames Area MPO website (www.aampmo.org). Comments could be submitted via online form, e-mail, mail, and by phone.

- **March 28, 2017 – Transportation Policy Committee Meeting**

The Transportation Policy Committee approved the draft FY 2018 Transportation Planning Work Program and set a date, May 23, 2017, for a public hearing to consider and adopt the FY 2018 program.

- **April 2017 – Review from DOT Partners**

In April, the draft FY 2018 Transportation Planning Work Program was submitted to Federal and State partners for compliance review and comments.

- **May 23, 2017 – Transportation Policy Committee Hearing**

The Transportation Policy Committee held a public hearing to consider adoption of the FY 2018 Transportation Planning Work Program with opportunities from the public to respond and present to the committee. [REDACTED] from the public submitted comments at the public hearing.

Private Sector Involvement

Consultants will be used to perform the following subtasks:

- Alternatives Analysis Study (Task 5.1) to conduct feasibility of route from the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route, to identify as a potential Bus Rapid Transit corridor. *This subtask is funded with Federal funds through CyRide and not with MPO planning funds.*

Organization

The Ames Area MPO provides continuity of various transportation planning and improvement efforts throughout the Ames urban area. The City of Ames serves as the fiscal agent for the Ames Area MPO. The Ames Area MPO consists primarily of two standing committees: The Transportation Policy Committee and the Transportation Technical Committee.

Transportation Policy Committee

Voting membership on the Ames Area MPO Transportation Policy Committee is open to any county or city government located, wholly or partially, in the designated Metropolitan Planning Area. Currently the Ames Area MPO membership includes: City of Ames, City of Gilbert, CyRide, Boone County, and Story County. The Iowa Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, and Iowa State University serve as advisory, non-voting, representatives.

Transportation Policy Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	Ann Campbell	Mayor
City of Ames	Gloria Betcher	Council Member
City of Ames	Bronwyn Beatty-Hansen	Council Member
City of Ames	Tim Gartin	Council Member
City of Ames	Peter Orazem	Council Member
City of Ames	Chris Nelson	Council Member
City of Ames	Amber Corrieri	Council Member
Boone County	Bill Zinnel	Board of Supervisors
Story County	Lauris Olson	Board of Supervisors
Ames Transit Agency	Cole Staudt	CyRide Board Member
City of Gilbert	Jonathan Popp	Mayor
Iowa Dept. of Transportation ‡	Garrett Pedersen	District Transportation Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Mark Bechtel	Region 7
Iowa State University ‡	Cathy Brown	Campus Planning Assistant Director

† Chair

‡ Advisory, Non-Voting Member

Transportation Technical Committee

The Transportation Technical Committee consists of technical personnel from various agencies involved in transportation issues within the planning area. The Transportation Technical Committee formulates the procedural details of the Transportation Planning Work Program. The committee reviews and monitors the output of various MPO activities identified in the work program and makes recommendations to the policy committee. The committee is also responsible for assisting in developing the short and long-range transportation plans. The Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration serve as advisory, non-voting, representatives.

Transportation Technical Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	Tracy Warner	Municipal Engineer
City of Ames ††	Damion Pregitzer	Traffic Engineer
City of Ames	Justin Clausen	Operations Manager
City of Ames	Kelly Diekmann	Director of Planning & Housing
City of Ames	Charlie Kuester	Planner
CyRide	Sheri Kyras	Transit Director
Iowa State University	Cathy Brown	Campus Planning Assistant Director
Boone County	Scott Kruse	County Engineer
Story County	Darren Moon	County Engineer
Ames Community School Dist.	Gerry Peters	Facilities Director
Ames Economic Development Commission	Drew Kamp	Government Relations Director
Iowa Dept. of Transportation ‡	Phil Mescher	District Trans. Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Mark Bechtel	Region 7

† Chair

†† Vice-Chair

‡ Advisory, Non-Voting Member

Work Elements

Task 1 – Administration and Support

Objective:

To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations. This document may be amended by the Policy Board from time to time, as needed.

Previous Work:

- Administer the FY 2017 Transportation Planning Work Program
- Develop and approve the FY 2018 Transportation Planning Work Program
- Complete annual Self Certification
- Attend Iowa DOT quarterly MPO meetings
- Quarterly submittals for planning funding reimbursement
- Filing and reporting routine items required by the Iowa Department of Transportation, Federal Transit Administration, and Federal Highway Administration
- Conducted six Transportation Policy Committee meetings on: July 12, 2016; September 27, 2016; October 11, 2016; November 22, 2016; March 21, 2017; and May 23, 2017.
- Conducted five Transportation Technical Committee meetings on: November 8, 2016; March 9, 2017; and May 18, 2017.
- Conducted three public meeting on September 20, 2016; March 10, 2017; and June 2, 2017.
- Published MPO related messages on social media
 - Facebook: facebook.com/cityofames

- Twitter: @cityofames
- Updated meeting agendas, minutes, and materials on the MPO website: www.aampo.org

Description:

This task includes all administrative tasks which support activities of the MPO including the following: prepare and submit required documents to maintain the continuity and credibility of the planning process. Sponsor and conduct meetings and provide support to policy and technical committees. Prepare budgets, maintain financial records, and ensure monies are spent appropriately. Coordinate activities with participating agencies and other public and private interests.

Purchase/lease supplies, computer equipment and other equipment necessary to carry out planning efforts. Maintain software and purchase necessary upgrades when beneficial to the MPO.

Task also includes conducting informational meetings, as well as public hearings, to obtain public input and feedback on ongoing activities. The Public Participation Plan, along with other pertinent documents maintained and developed by the Ames Area MPO are posted online at www.aampo.org. The Public Participation Plan will be evaluated for modifications to evolve with communication preferences as warranted.

The MPO staff will participate in conferences, seminars, meetings, and other training opportunities to remain familiar with the latest regulations and techniques related to the transportation planning field as provided by the Federal Transit Administration, Federal Highway Administration, American Planning Association, Environmental Protection Agency, Iowa Department of Transportation, peer transportation planning organizations, and other agencies and professional organizations.

FY 2018 Products:

- Maintain records and files in accordance with retention requirements
- Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency
- Carry out Annual Certification and all matters required of the certification
- Administration of Transportation Planning Work Program
 - Implementation and maintenance of the FY 2018 Transportation Planning Work Program
 - Creation and implementation of the FY 2019 Transportation Planning Work Program
 - Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program
- Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO
- Administer meetings of the Transportation Policy Committee and Transportation Technical Committee
- Continue marketing and outreach of MPO planning activities including
 - Updating content on the MPO website (www.aampo.org)
 - Advertising meetings and events in various outlets
 - Monitor outreach activities in accordance with the Public Participation Plan
- Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.
- Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Administration and Support					
	Maintain records and files in accordance with retention requirements	X	X	X	X
	Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency	X	X	X	X
	Carry out Annual Certification and all matters required of the certification	X	X	X	X
	Implementation and maintenance of the FY 2018 Transportation Planning Work Program	X	X	X	X
	Creation and implementation of the FY 2019 Transportation Planning Work Program		X	X	X
	Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program	X	X	X	X
	Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO	X	X	X	X
	Administer meetings of the Transportation Policy Committee and Transportation Technical Committee	X	X	X	X
	Updating content on the MPO website (www.aampo.org)	X	X	X	X
	Advertising meetings and events in various outlets	X	X	X	X
	Monitor outreach activities in accordance with the Public Participation Plan	X	X	X	X
	Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.	X	X	X	X
	Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
1. Administration	AAMPO	1,060		\$44,160	\$11,040	\$55,200

Task 2 – Transportation Improvement Program

Objective:

Develop and maintain a regional program of near-term projects that are consistent with the Ames Area MPO long range transportation plan.

Previous Work:

- Maintained the FY 2016 – 2019 Transportation Improvement Program
- Development and adoption of the FY 2017 – 2020 Transportation Improvement Program
- Prepared resolutions supporting regional ICAAP grant applications

Description:

The Ames Area MPO is responsible for developing the funding program of transportation projects which use Federal funds or are regionally significant. The MPO carries out a process for soliciting regional projects for the Surface Transportation Block Grant (STBG) and Transportation Alternatives program (TA). The MPO also reviews regional projects seeking Iowa Clean Air Attainment Program (ICAAP) funds.

Projects which are awarded Federal funding or are regionally significant will be included in the Ames Area MPO Transportation Improvement Program. The TIP will be developed in coordination with local governments, the State of Iowa, and transit operators. Consistent with the Public Participation Plan, opportunities for public review and comments will be provided for TIP amendments to the FY 2017 - 2020 TIP and during the development of the FY 2018 - 2021

TIP. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

FY 2018 Products:

- Maintain the FY 2017 – 2020 Transportation Improvement Program through formal amendments or administrative modifications
- Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding
- Solicit and prioritize list of local "Surface Transportation Block Grant" program (STBG) projects for funding.
- Development of the FY 2018 – 2021 Transportation Improvement Program
- Maintain the FY 2018 – 2021 Transportation Improvement Program through formal amendments or administrative modifications
- Prepare resolutions supporting regional ICAAP grant applications

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transportation Improvement Program					
	Maintain the FY 2017 – 2020 Transportation Improvement Program through formal amendments or administrative modifications	X	X		
	Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding			X	X
	Solicit and prioritize list of local "Surface Transportation Block Grant" program (STBG) projects for funding.			X	X
	Development of the FY 2018 – 2021 Transportation Improvement Program	X	X		
	Maintain the FY 2018 – 2021 Transportation Improvement Program through formal amendments or administrative modifications		X	X	X
	Prepare resolutions supporting regional ICAAP grant applications	X	X		

Work Element Summary:

Activity	Responsible Agency	MPO Staff Hours	Federal Funds	Local Funds	Total
2. TIP	AAMPO	232	\$8,400	\$2,100	\$10,500

Task 3 – Comprehensive Planning

Objective:

Integrate transportation planning and land use planning for Ames Area MPO member jurisdictions.

Previous Work:

- Attend and co-host the Central Iowa Bicycle-Pedestrian Roundtable meetings and Planning & Evaluation Subcommittee meetings to develop:
- Regional trail gap map and prioritization
- Regional bike count methodology and report
- Foster regional collaboration on bicycle and pedestrian projects connecting the Ames regional with Central Iowa
- Attend Midwest Transportation Model user Group quarterly meetings
- Attend Iowa Transportation Coordination Council meeting
- Performed model analysis for potential development scenarios
- Developed inventory of bike racks (bike parking) locations

Description:

Participate in regional activities which enhance the transportation network including data collection, collaboration with local transportation activities, technical assistance for member agencies, and other activities promoting a comprehensive approach.

FY 2018 Products:

- Participation in regional and state-wide coordination meetings related to transportation planning, including groups such as:
 - Central Iowa Bicycle-Pedestrian Roundtable
 - Iowa Transportation Coordination Council
 - Passenger Rail Advisory Group
 - Local organization and non-profit meetings and activities promoting transportation choice, safety, public health, land-use, and other complementary causes
- Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District
- Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans
- Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data
- Traffic signal synchronization review
- Development of pavement management system
- Analyze potential alternative funding sources
- Maintain and update the Regional ITS Architecture as necessary

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Comprehensive Planning					
	Participation in regional and state-wide coordination meetings related to transportation planning	X	X	X	X
	Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District	X	X	X	X
	Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans	X	X	X	X
	Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data	X	X	X	X
	Traffic signal synchronization review	X	X	X	X
	Development of pavement management system	X	X	X	X
	Analyze potential alternative funding sources	X	X	X	X
	Maintain and update the Regional ITS Architecture	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
3. Comprehensive Planning	AAMPO	884		\$38,000	\$7,600	\$30,400

Task 4 – Transit Planning

Objective:

Enhance a coordinated, accessible, and efficient transit system.

Previous Work:

- Human service/transportation provider coordination meetings and plan updates
- Alternatives Analysis Planning
- System Redesign Planning
- Equal Employment Opportunity (EEO) Program update
- Disadvantage Business Enterprise (DBE) Program update and reports
- Title VI Program Update
- Ames Alternative Analysis Study
- Transit Asset Management Performance Measures

Description:

Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Transit asset management planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective system planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the locally developed coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

FY 2018 Products:

- Various transit plans, administration and audits of the following programs requiring annual certifications by the transit agency:
 - a) Equal Employment Opportunity Program (EEO)
 - b) Title VI Program
 - c) Limited English Proficiency (LEP),
 - d) Disadvantaged Business Enterprise (DBE)
 - e) Transit Asset Management Plan
 - f) Safety/Security Plan
 - g) Federal Audits/Reviews
- Amend/update Ames Area MPO Passenger Transportation Plan (PTP)
- Capital/Financial planning to analyze fleet and facility needs for five-year period
- Long-term facility expansion studies
- Bus stop amenities planning
- System-wide performance measure
- Bus Rapid Transit service planning

Schedule

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transit Planning					
	Administration and audits of various transit plans: EEO, Title VI, LEP, DBE, Transit Asset Management Plan, Safety Plan	X	X	X	X
	Maintain and amend PTP			X	X
	Capital/Financial planning to analyze fleet and facility needs for 5 year period	X	X	X	X
	Corridor and facility expansion studies	X	X	X	X
	Bus stop amenities	X			X
	System-wide performance measures	X	X	X	X
	Administration of Ames Alternative Analysis Study	X	X		
	Administration of Ames Alternative Analysis	X	X	X	
	Administration of Transit System Redesign Study	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
4. Transit Planning	AAMPO CyRide	/ 973		\$31,745	\$7,937	\$39,682

Task 5 – Special Studies

Objective:

To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs.

Subtask 5.1: Alternatives Analysis Study

Previous Work:

- Complete Alternative Analysis Report
- Categorical Exclusion/NEPA Documentation
- Request Entry into FTA Project Development and Supporting Documentation

Description

An Alternatives Analysis (AA) Study was conducted of the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route. The Ames Transit Agency completed a smaller Transit Feasibility Study in June 2007 looking at seven corridors in the community that had either current transportation/growth issues or future identified growth. The study identified transportation options to resolve corridor problems of which the Orange Route is operating at near maximum capacity. It was determined through the Transit Feasibility Study that the Orange Route may qualify for Small New Starts funding to establish a Bus Rapid Transit corridor which would operate more like a light rail type system only using more cost-efficient buses. The AA study analyzed specific route options in more depth regarding transit-only corridors, provided detailed information on bus stop upgrades, and analyzed route speed increases that could be realized with extended-green technology. This study analyzed the financial capacity/needs of

the Ames community to undertake a project such as Bus Rapid Transit. At the conclusion of the AA Study, a locally preferred alternative – the “proposed action” – was determined which was Bus Rapid Transit.

The Alternative Analysis study began in January 2013 and is expected to conclude in the fall 2016 with a final report completed by winter 2016. The study has included data collection in the form of rider surveys, on/off boardings, gate access to ISU campus, class concentration, public input, etc. Public meetings occurred in the fall 2014 and spring 2015 when the majority of the students that utilize this route were living in Ames to attend university classes. The study and locally preferred alternatives will be finalized by fall 2016. The total budget is \$200,000 (\$160,000 federal) for the study but will cross fiscal years 2015 through 2017. The budget below assumes that remainder of the federal funds, approximately 17%, will be expended in FY2018. The funding for this project is exclusively for work completed by the consultant. Transit staff will charge their time toward the transit planning element.

FY 2018 Products:

- Project Complete

Subtask 5.2: Transit System Redesign Study

Previous Work

- Peer Analysis of University Transit Systems
- CyRide Data Detailed
- Customer Surveys
- Public Input Meetings (2) & Outreach
- Land Use and Multi-Family Development Analysis
- Service Concept Development (2-3 Options)
- Refine Final Service Delivery (preliminary schedules, ridership estimates, route alignments, bus stops, transfer locations, passengers per revenue hours, summer route/schedule changes, operational staffing needs, technology enhancements, disparity study, implementation timelines/phases)
- Development of Transit System Redesign Report

Description:

A Transit System Redesign Study will be conducted to analyze CyRide's current route structure/schedule to determine if its current service delivery method is the most efficient structure. CyRide has grown from 4 million annual rides to almost 7 million over the past decade. Questions as to whether the current route configuration and timetables/schedule are serving the community appropriately.

A consultant will be hired to conduct the work and analysis of this special one-time study. Staff time will charge their analysis and efforts to the transit planning element and therefore the funding within this element will be utilized exclusively for the consultant's participation.

Preliminary work tasks to be completed by the consultant, but yet to be finalized consist of the following:

1. Refine Goals and Objectives for the Study/ Kick-Off Meeting
2. Collect Stakeholders Input to Determine the Study's Parameters & future direction
3. Conduct a Peer Analysis of Similar University Transit Systems
4. Collect Current CyRide Data
5. Conduct Customer Surveys.
6. Conduct Civic Engagement Activities
7. Review of Current Land Use Plans and Multi-Family Development
8. Develop 2-3 Service Concepts and Final Recommendation
9. Refinement of the Final Service Delivery Method
10. Development of a Final Report

A Technical Committee comprised of City, ISU and CyRide staff; including AAMPO representation; would be established to oversee the study and recommend peer systems for comparison, civic engagement plans, passenger survey questions and a preferred service option.

The Transit System Redesign Study will begin in July 2016 and is expected to conclude in September 2017 with a final report completed by the consultant at that time. The total budget is \$150,000 (\$100,000 federal) for the study of which should be expended in FY2017. CyRide has another \$37,500 in 100 percent local funding that will complete the efforts of the study in the first quarter of FY 2018.

FY 2018 Products:

- Project Complete

Schedule:

Subtask	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Special Studies					
5.1	Alternative Analysis Study	X	X		
5.2	Transit System Redesign Study	X			

Work Element Summary:

Activity	Responsible Agency	Hours	*Federal Funds	Local Funds	Total
5.1 Alternatives Analysis Study	#CyRide	-	\$39,682	\$9,920	\$49,602
5.2 Transit Route Redesign Study	#CyRide/ AAMPO	-	\$0	\$37,500	\$37,500

Funds used for private sector involvement

* Federal funds used for Subtask 5.1 are through CyRide and are not MPO Planning funds

Task 6 – Long Range Transportation Planning

Objective:

Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Previous Work:

- Review Lincoln Way corridor plan for alignment with the Long Range Transportation Plan
- Update transit data within model
- Evaluation of potential schedule for next Long Range Transportation Plan update

Description:

The 2040 Long Range Transportation Plan (titled: Ames Mobility 2040) became effective October 2015. To support activities of the Long Range Transportation Plan, the MPO will continue to monitor and update the plan as necessary. Both in support of the current plan and in anticipation of the update, plan elements will be monitored and data updated related to the transportation network, transportation activities, and modeling data.

FY 2018 Products:

- Update the LRTP as necessary to ensure compliance with transportation planning requirements.
- Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- Maintain data for the traffic model by monitoring changes in land use, developing housing and employment data, and other applicable means
- Perform model analysis related to long range transportation projects and potential impacts on the regional network
- Prepare preliminary schedule of activities for the 2020 LRTP Update

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Long Range Transportation Plan					
	Update the LRTP as necessary to ensure compliance with transportation planning requirements.	X	X	X	X
	Develop tools and documents to support the implementation of long range transportation projects into local and regional plans	X	X	X	X
	Maintain data for the traffic model by monitoring changes in land use, developing housing and employment data, and other applicable means	X	X	X	X
	Perform model analysis related to long range transportation projects and potential impacts on the regional network	X	X	X	X
	Prepare preliminary schedule of activities for the 2020 LRTP Update	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
6 LRTP Update	AAMPO	115		\$5,200	\$1,300	\$6,500

FY 2018 Budget and Funding Sources

Budget Summary

Activity/Work Element	Total Cost	Total Local Match	Federal Funds						
			Total Federal Amount	FTA 5305d New	FTA 5305d C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O
1 - Admin	\$ 55,200	\$ 11,040	\$ 44,160	\$ -	\$ -	\$ -	\$ -	\$ 11,375	\$ 32,785
2 - TIP	\$ 10,500	\$ 2,100	\$ 8,400	\$ -	\$ -	\$ -	\$ -	\$ 2,164	\$ 6,236
3 - Comp	\$ 38,000	\$ 7,600	\$ 30,400	\$ -	\$ -	\$ -	\$ -	\$ 7,831	\$ 22,569
4 - Transit	\$ 39,682	\$ 7,937	\$ 31,745	\$ 31,745	\$ -	\$ -	\$ -	\$ -	\$ -
*5 - Special	\$	\$	\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - LRTP	\$ 6,500	\$ 1,300	\$ 5,200	\$ -	\$ -	\$ -	\$ -	\$ 1,339	\$ 3,861
Total	\$ 149,882	\$ 29,977	\$ 119,905	\$ 31,745	\$ -	\$ -	\$ -	\$ 22,709	\$ 65,451

Totals are rounded to the nearest dollar and summations may produce a rounding error

* Subtasks 5.1 & 5.2 utilize local and Federal funds outside of MPO Planning funds

	FTA 5305d New	FTA 5305d C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O	TOTAL
Unobligated Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ 72,658	\$ -	\$ 72,658

Revisions to the Transportation Planning Work Program

Procedures

All work program changes require prior written Federal approval, unless waived by the awarding agency. The following table denotes the approving agency for various changes to work programs.

Revision type	Approving Agency
Request for additional Federal funding	Federal
Transfer of funds between categories, projects, functions, or activities which exceeds 10 percent of the total work program budget when the Federal share of the budget exceeds \$150,000	Federal
Revision of the scope or objectives of activities	Federal
Transferring substantive programmatic work to a third party (consultant)	Federal
Capital expenditures, including the purchasing of equipment	Federal
Transfer of funds allotted for training allowances	Federal
Transfer of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000	Iowa Department of Transportation
Revisions related to work that does not involve Federal funding	Ames Area MPO

All necessary TPWP approvals are required to be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. As it relates to procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approval.

All revision requests should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. If all necessary information is provided, the request will then be forwarded to the Federal Highway Administration and Federal Transit Administration for review and any necessary approvals. Notification by the approving agency will be in writing.

Revision requests shall, at a minimum, include:

- A resolution or meeting minutes showing the approval of the revision.
- Budget summary table with changes highlighted/noted.
- Modified section(s) of the plan's work elements with changes highlighted/noted.

Federal Revision Approval

Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.

Iowa DOT Office of Systems Planning Revision Approval

Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.

Ames Area MPO Revision Approval

Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.

Cost Allocation Plan

The local match for salaries and other expenses is a part of the City of Ames Program Budget adopted by the City of Ames City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2017 funds have been combined with the carryover amounts for expense allocations. Carryover funds will be used first before new allocations. The Ames Area MPO does not charge indirect costs.

Appendix A: Ames Area MPO Self Certification

Appendix B: Transportation Policy Committee Meeting Minutes