

SIoux CITY METROPOLITAN AREA IOWA- NEBRASKA- SOUTH DAKOTA



FY 2012 FINAL TRANSPORTATION PLANNING WORK PROGRAM OF THE SIOUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL METROPOLITAN PLANNING ORGANIZATION

THIS PROGRAM WAS PREPARED WITH FUNDS PROVIDED THROUGH THE SAFE, ACCOUNTABLE, FLEXIBLE, AND EFFICIENT TRANSPORTATION EQUITY ACT – A LEGACY FOR USERS

ACKNOWLEDGMENTS

Policy Board Members

Tom Padgett, Chairperson	Council Person	City of Sioux City, IA
William I. McLarty, Vice-Chair	Mayor	City of South Sioux City, NE
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Lisa Cropley	Council Person	City of North Sioux City, SD
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Craig Anderson	Supervisor	Plymouth County, IA
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Sid Seward	Council Person	City of Sergeant Bluff, IA

Transportation Technical Committee Members

Christopher R. Payer, Chairperson	City Engineer	City of Sioux City, IA
Joe Johnson, Vice-Chairperson	Asst. City Administrator	City of South Sioux City, NE
Curt Miller	Transit Director	Sioux City Transit System
Jim Ferneau	Council Person	City of Sergeant Bluff, IA
Jeff Dooley	Manager	Dakota Dunes CID, SD
Jill Wandersheid	Transportation Planner	City of Sioux City, IA
Curt Miller	Airport Operations Manager	Sioux Gateway Airport / Colonel Bud Day Field
Kory Menken	Director of Economic Development	City of North Sioux City, SD
Bob Peters	City Administrator	City of Dakota City, NE
Raymond K. Roggow	Public Works Administrator	Union County, SD
Tom Rohe	Engineer	Plymouth County, IA
Mark Nahra	Engineer	Woodbury County, IA
Fred Kellogg	Road Director	Dakota County, NE

Policy Board & Transportation Technical Committee Non-Voting Members

Mark Bechtel	Federal Transit Administration - Region VII
Justin Luther	Federal Highway Administration - Nebraska
Tracy Troutner	Federal Highway Administration - Iowa
Mark D. Hoines	Federal Highway Administration - South Dakota
Brad Remmich	South Dakota Department of Transportation
Brad Zumwalt	Nebraska Department of Roads
Dakin Schultz	Iowa Department of Transportation

Siouxland Interstate Metropolitan Planning Council Staff

Michelle Bostinelos	Transportation Planning Director
Eric Sanders	Transportation Modeler/GIS Analyst
Kellee Van Bruggen	Transportation Planner
Sharon Burton	Administrative Assistant
Dwight Lang	Co-Executive Director
Jane Gilbert	Co-Executive Director

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INTRODUCTION

The Siouxland Interstate Metropolitan Planning Council (SIMPCO), as the Metropolitan Planning Organization (MPO), has developed a **Transportation Planning Work Program (TPWP)** for the Sioux City Metropolitan Planning Area (hereinafter referred to as the “Metropolitan Planning Area”) consisting of the cities of Sioux City and Sergeant Bluff, Iowa; Dakota City and South Sioux City, Nebraska; Dakota Dunes and North Sioux City, South Dakota; and the unincorporated portions of Woodbury, Plymouth, Dakota, and Union Counties that lie within the metropolitan planning area boundary . This TPWP was put together under the direction of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (Iowa DOT), Nebraska Department of Roads (NDOR), and South Dakota Department of Transportation (SDDOT), as a requirement of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU). SAFETEA-LU was signed by the President on August 10, 2005. SAFETEA-LU provides federal funding authorizations for the highway network, highway safety, alternative modes, and mass transportation through Fiscal Year 2009. SAFETEA-LU builds on the foundation set by the past transportation bills, the Intermodal Surface Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21).

It is the purpose of the *MPO Transportation Planning Work Program FY 2012* to provide all citizens of the Metropolitan Planning Area, the FHWA, FTA, Iowa DOT, NDOR, and SDDOT with the MPO multimodal and intermodal transportation planning work program, including the objectives and budget for fiscal year 2012 (July 1, 2011 – June, 30 2012). Preparation of the TPWP consisted of compiling background information provided through the U.S. Census, U.S. DOT, Iowa DOT, NDOR, SDDOT, and other named sources. The MPO was responsible for the preparation of this TPWP, with guidance given by local and county officials, the MPO Transportation Technical Committee (TTC), Policy Board, and through citizen input. The information in this program represents a continuing planning process that will be reviewed and modified annually. The purpose of a TPWP is to serve as a guiding document of information addressing current and projected transportation needs and work products for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such.

The information contained in the following pages will provide a better understanding of the MPO transportation planning work program proposed for FY 2012. Decisions made with this planning process utilize current transportation network characteristics, current and projected social, physical, environmental, and economic characteristics, as well as various local and county citizen participation, and local official involvement. Several local and regional meetings were held throughout the development of the *MPO Transportation Planning Work Program FY 2012* in order to encourage and receive a diversity of information and participation.

TPWP DEVELOPMENT PROCESS

Siouxland Interstate Metropolitan Planning Council

The Siouxland Interstate Metropolitan Planning Council (SIMPCO) functions as the Metropolitan Planning Organization, responsible for the submission of transportation planning documents to the FHWA, FTA, Iowa DOT, NDOR, SDDOT, and public distribution. SIMPCO (staff) works with the MPO Policy Board and Transportation Technical Committee. Meaningful public involvement will be encouraged and actively sought throughout the planning and development of the area's transportation plans and programs. Area citizens will be provided an opportunity and encouraged to comment on every aspect of the transportation planning process through planning meetings, public hearings, and individual correspondence. SIMPCO will facilitate the development of all planning elements for the Metropolitan Planning Area.

Staff The SIMPCO professional staff is available to aid local officials and concerned citizens in implementing transportation and various community improvement programs in an overall effort to enhance the area. Staff members encourage and assist local leaders in several programs, with strong emphasis on the benefits of regional cooperation and coordination. The SIMPCO staff involved with transportation planning includes Co-Executive Directors, Transportation Planning / MPO Director, and two transportation planners.

Duties The Transportation Planning / MPO Director, with assistance from two transportation planners, is responsible for the development and management of transportation activities as outlined in the SAFETEA-LU. The Co-Executive Directors are the agency's Chief Administrative Officer and Chief Operating Officer and are responsible for the oversight of the agency's activities, acting as its decision-maker and policy coordinator. The Co-Executive Directors also coordinate activities of the entire staff and ensure a cohesive outline in order to develop a positive approach to the area transportation planning initiative.

Policy Board

The MPO Policy Board will be responsible for establishing and setting policy for the metropolitan planning area's transportation network objectives. The Policy Board will approve the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP), and the Passenger Transportation Plan (PTP) planning elements prior to submittal to the FHWA, FTA, Iowa DOT, NDOR, and SDDOT.

Transportation Technical Committee

The MPO Transportation Technical Committee (TTC) is responsible for the month-to-month administration of the transportation planning process, providing data and technical assistance necessary for the development, maintenance, and recommendation to the Policy Board of the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP) and the Passenger Transportation Plan (PTP).

Planning Factors

SAFETEA-LU continues previous planning requirements by specifying eight factors that must be considered in the development of transportation plans and programs. The factors are formulated to reassert the policy goals of SAFETEA-LU, reinforce the link between policy goals and planning, and establish broader relationships between transportation planning and other planning activities, such as land use, growth management, and air quality compliance. They are also intended to expand the role of transportation planning, facilitate the development of a more balanced transportation system, and increase the efficiency of the system.

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

PLANNING EMPHASIS AREAS

In FY 2006, five key planning themes, called Planning Emphasis Areas, were identified by FHWA and FTA and considered to be still relevant by SIMPCO in FY 2012: (1) Consideration of safety and security in the transportation planning process; (2) Participation of transit operator in metropolitan & statewide planning; (3) Coordination of non-emergency human service transportation; (4) Planning for Transit System Management/Operations to Increase Ridership and; (5) Support Transit Capital Investment decisions through effective system planning.

1. **Safety and Security in the Transportation Planning Process:** SAFETEA-LU has expanded emphasis on safety and security by separating the two planning factors. This entails the communication and collaboration among safety professionals, emergency service providers, enforcement officers, and transportation planners in order to integrating safety and security into all stages of the transportation planning process.
2. **Participation of Transit Operators in Metropolitan and Statewide Planning:** SAFETEA-LU expands the mandate and opportunities for transit operator participation in multimodal transportation decision-making through Statewide and Metropolitan planning. This entails a set of strategies for realizing the full potential and benefits of multimodal decision-making.
3. **Coordination of Non-Emergency Human Service Transportation:** SAFETEA-LU provides expanded program authority and funding opportunities to provide transit service in individuals with job access and specialized transportation needs. This will require the preparation of a locally-developed coordinated human service-transportation plan.

4. **Planning for Transit Systems Management/Operations to Increase Ridership:** This includes a strategic approach to management and operating transportation systems in order to improve productivity, service, cost effectiveness, and increase passenger miles. FTA has developed information and guidance in developing strategies that increase the use of their systems. This guidance is summarized in the report “Ridership Guidance Quick Study,” and can be found on the web at http://www.fta.dot.gov/17525_ENG_HTML.htm.
5. **Support Transit Capital Investment Decisions Through Effective Systems Planning:** This includes an increased emphasis on system planning; recognizing that a higher quality of work performed at the systems planning level set the foundation for future planning.

MPO WORK ELEMENTS

SAFETEA-LU emphasizes transportation planning activities at both the state and regional levels. There is a federal requirement for a statewide planning process in cooperation with Metropolitan Planning Organizations. Both state and Metropolitan Planning Organizations are required to prepare 20 year long-range transportation plans. The MPO Policy Board adopted the *2035 SIMPCO MPO Long Range Transportation Plan* on January 6, 2011. The MPO developed long range planning objectives for the multimodal and intermodal transportation planning element within the Metropolitan Planning Area. The objectives were developed from citizen participation, city and county representation, the Iowa DOT, NDOR, SDDOT, FTA, FHWA, and from a list of transportation priorities developed by the Transportation Technical Committee. These MPO work elements were developed to provide a foundation of fully integrated, economically feasible, and efficient means of transportation planning within the Metropolitan Planning Area, and as it relates to the planning processes in Iowa, Nebraska, and South Dakota.

Element A Transportation Planning Work Program (TPWP) 1%

- TPWP/Budget
- Progress Reports/Reimbursements

Objective: Prepare, monitor and maintain a Transportation Planning Work Program for the MPO.

FY 2011 Accomplishments:

- *SIMPCO MPO Transportation Planning Work Program FY 2012* produced and approved May 5, 2011; and
- Prepared quarterly progress reports and associated reimbursement request to the Iowa DOT Nebraska DOR, and the South Dakota DOT.

FY 2012 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Maintaining and monitoring the *FY 2012 Transportation Planning Work Program* and budget, and amending the work program and budget as needed;
- Preparing quarterly progress reports that document activities accomplished and associated with the FY 2012 work elements; and
- Preparing a *FY 2013 Transportation Planning Work Program* and budget;

Anticipated FY 2011 Work Products

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Monitoring the FY 2012 Transportation Planning Work Program and budget (ongoing);

- Quarterly progress reports and reimbursement requests to the Iowa DOT, Nebraska DOR, and the South Dakota DOT (ongoing); and
- *SIMPCO MPO Transportation Planning Work Program FY 2013* to be produced and approved by May 3, 2012.

Total Budget: \$4,018

Total Hours: 63

Element B Transportation Improvement Program (TIP) 15%

- Surface Transportation Program (STP)
- Surface Transportation Program Transportation Enhancement (STP-TE)
- Transportation Improvement Program Document
- Amendments and revisions to the Transportation Improvement Program Document.

Objective: Keep the Transportation Improvement Program accurate and up to date. This implies getting the Policy Board and Transportation Technical Committee to continually allocate transportation funds for planned upcoming projects on a yearly basis and making adjustments as priorities and resource availability changes.

FY 2011 Accomplishments:

- The production of the *SIMPCO MPO Transportation Improvement Program FY 2011 – 2014*;
- Amend and revised the *SIMPCO MPO Transportation Improvement Program FY 2011– 2014*;
- Solicitation, project review, and project funding recommendations for the STP and TE Request for Proposals for the *FY 2012 – 2015 Transportation Improvement Program*;
- Utilized the TPMS system to develop the *SIMPCO MPO Transportation Improvement Program for FY 2012 – 2015*; and
- Monitor and maintain the *FY 2011 – 2014 TIP* and the *FY 2012 – 2015 TIP*.

FY 2012 Activities

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Continue to monitor the STP Funds programmed in the TIP through project status reports and through communication with the Iowa DOT, Nebraska DOR, and the South Dakota DOT;
- Maintaining, revising, and amending, as necessary the *SIMPCO MPO FY 2012 – 2015 TIP*;
- Re-evaluate scoring criteria for STP/TE project selection;
- Solicitation, project review, and project funding recommendations for Iowa members for the STP and TE Request for Proposals for the *FY 2013 – 2016 Transportation Improvement Program*; and
- Preparing a *FY 2013-2016 TIP*, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program (STIP)* using the Transportation Program Management System (TPMS) as well as coordinating and being consistent with the South Dakota DOT and Nebraska DOR's respective STIP's.

FY 2012 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Evaluate status of FY 2012 transportation improvement projects (ongoing);
- Finalize *MPO Transportation Improvement Program FY 2012-2015* (July 2011);
- Prepare *MPO Transportation Improvement Program FY 2013-2016* (April 2012);
- Review *Statewide Transportation Improvement Program FY 2013-2016* and make comments;

- Amend and revise *MPO Transportation Improvement Program FY 2012-2015* (ongoing);
- Administer Surface Transportation Program (STP) and Transportation Enhancement Program Candidates;
- Incorporating the FY 2016-funded STP and STP TE projects in the draft *FY 2013- 2016 TIP* (April 2012); *and*
- Evaluate the status of FY 2013 transportation improvement projects (ongoing).

Total Budget: \$60,284

Total Hours: 928

Element C Public Participation Process (PPP) 5%

- Public Involvement

Objective: As per the requirements of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU); ensure that the public is kept duly informed and involved in metropolitan transportation planning.

FY 2011 Accomplishments

- Updating and improving the SIMPCO website;
- Developed and updated SIMPCO Facebook, Twitter and blog page to enhance the Public Participation Process
- Describe MPO activities through *SIMPCO is Action* newsletter;
- Maintaining and updating the MPO list serve;
- Hosted meetings, posted notices in the news media regarding transportation planning activities;
- Encouraged comment via website, newsletters etc.
- Conducted a 15-day comment period for the *SIMPCO MPO Transportation Planning Work Program FY 2012*. (March – May 2011);
- Conducted a 30-day comment period for the *FY 2012 – 2014 Passenger Transportation Plan Annual Update* (March – May 2011)
- Conducted a public hearing and 15 – day comment period for the *SIMPCO MPO Transportation Planning Improvement Program FY 2012-2014* (May – June 2011);
- Conducted a 30-day comment period for the *2035 Long Range Transportation Plan* (November – December 2010)

FY 2012 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Attend public information meetings for transportation improvement projects and/or studies (as needed);
- Conduct a 15-day comment period for the *SIMPCO MPO Transportation Planning Work Program FY 2013*. (March – May 2012);
- Conduct a public hearing and 15-day comment period for the *SIMPCO MPO Transportation Improvement Program FY 2013 – 2016* (May – June 2012);
- Conduct at 30-day comment period for the *FY 2013 – 2016 Passenger Transportation Plan Annual Update* (March – May 2012);
- Continue to develop and expand MPO database for public participation particularly low-income and minority groups and individuals to assess the benefits and burdens of transportation improvements (continuous);
- Amend and revise the MPO Public Participation Plan as needed.

- Describe MPO activities through the *SIMPCO is Action* newsletter (continuous);
- Develop materials for posting on the SIMPCO web page for better information dissemination (continuous);
- Examine options for displaying SIMPCO Geographical Information System (GIS) data on the web page (continuous); and
- Update MPO Web Page to display TPWP, PPP, LRTP, TIP, MPO Policy Board and TTC Meeting Agendas and Minutes, and various past and present plans and studies (continuous).
- Continue to utilize Facebook, Twitter and blog to enhance the Public Participation Process (continuous).

Anticipated FY 2012 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Continue to update SIMPCO website (ongoing);
- Continue to update SIMPCO Facebook, Twitter, and blog page (ongoing);
- SIMPCO is Action newsletters (ongoing); and
- A current MPO list serve (ongoing).

Total Budget: \$20,095

Total Hours: 311

Element D Long-Range Transportation Plan (LRTP) 24%

- Long Range Transportation Plan
- Travel Demand Modeling
- GIS Based Data
- Federal Functional Classification
- Socioeconomic and Demographic Data

Objective: The *SIMPCO MPO 2035 Long Range Transportation Plan* was approved on January 6, 2011. The primary objective of this element is to amend or revise the current long range plan as necessary, especially with the anticipated reauthorization of SAFETEA-LU and the release of 2010 Census data .

FY 2011 Accomplishments:

- Continual work on data collection and upkeep such as land use changes and socioeconomic changes within the MPO planning area;
- Drafted, finalized and approved the 2035 Long Range Transportation Plan including the transportation model, GIS mapping and text to the document;

FY 2012 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Analyze and update socio-economic data in the Sioux City Metropolitan Area as a part of the *MPO Year 2035 Travel Model*;
- Analyze and update Transportation Analysis Zones in the Sioux City Metropolitan Area;
- Analyze commuting patterns and the determination of the Sioux City Core-Based Statistical Areas (CBSAs);
- Analyze socio-economic changes and land use proposals since the LRTP's adoption;
- Analyze traffic volumes as they are made available and incorporate the data into the SIMPCO Geographical Information System (GIS);
- Analyze travel pattern changes and construction proposals since the LRTP's adoption;

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- Analyze volume to capacity ratios and levels of service changes;
- Assist each of the member communities with the development of priority lists for future planning;
- Interstate 29 Capacity Improvement Study Assistance: Provide travel modeling and planning assistance to engineering consultancy firm HRG Inc., Iowa DOT and others regarding the I29 Capacity/ Safety improvement in the downtown Sioux City area;
- Purchase TransCAD Technical Support and free software upgrades for a period of one year;
- Review and revise methodology for traffic model socio-economic data forecasts;
- Review and revise thoroughfare / functional classification system;
- Update the Sioux City Metropolitan Area Federal Functional Classification as needed;
- Utilize Geographical Information System for map production, land use planning, socio-economic data analysis, and traffic model interfacing;
- Utilize Global Positioning Systems (GPS) data for map production and bicycle and pedestrian facility planning;
- Utilize travel modeling software (TransCAD) to perform travel demand modeling services;
- Perform highway capacity analysis using HCS Software and the TRB Highway Capacity Manual;
- Assist Iowa DOT with the Iowa Long Range Transportation update/public meetings;
- Integrate Statewide Travel Demand Model with MPO Model;
- Initiate compilation of environmental data base and obtaining environmental stakeholders input;
- Re-evaluate MPO Planning Boundary and functional classification map based on 2010 Census;
- Continue to develop environmental database to be used in conjunction with LRTP objectives;
- Continue to develop visualization techniques for presentation of LRTP to public and MPO committees
- Amend and or revise the 2035 LRTP as necessary;

FY 2012 Work Products

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- Updating the various socio-economic data variables needed for long-range transportation plan (ongoing);
- Participating in the Iowa DOTs Statewide Travel Model development (ongoing); and
- FY 2035 MPO Long Range Transportation Plan revised or amended plan (as necessary)

Total Budget: \$96,452

Total Hours: 1,482

Element E Short-Range Planning 35%

- Passenger Transportation Plan
- Transit Planning
- Information Technology
- Interstate 29 Reconstruction
- Air Quality
- Geographic Information Systems (GIS)
- Traffic Counts
- Data Collection
- Trail planning
- Safe Routes to School
- Incident Management Planning
- Special Projects
- Bicycle and Pedestrian Planning

Objective: - Carry out ongoing short range planning activities like mapping, ITS architecture implementation, transit planning and congestion mitigation, bicycle and pedestrian planning, air quality planning, and updating the Passenger Transportation Plan.

FY 2011 Accomplishments:

- Updated the Sioux City transit route maps;
- Updated trails maps;
- Provided technical assistance with traffic counts;
- Data interpretation;
- GIS manipulation for various MPO entities;
- Prepared the Annual Update of the Passenger Transportation Plan as part of the Coordination of Human Service transportation in the United We Ride Framework for action;
- Maintained the Bicycle/Pedestrian Roundtable group and held quarterly meetings;
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks;
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS);
- Participated in statewide trails planning – Lewis and Clark multi-use trail plan;
- Provided technical assistance to the Iowa DOT for the I29 reconstruction project;
- Provided technical assistance to the Tri-State Traffic Management Team updating the highway incident management planning as necessary; and
- Provided technical assistance to Sioux City Transit System on updating maps and brochures related to route changes.
- Assisted Sioux City Transit System and Siouxland Trails Foundation implement bike racks on buses.
- Assisted with I-29/Southbridge Interchange Project;
- Participated and provide assistance in the Lewis and Clark Multi-Use Trail Plan;
- Assisted Dakota Dunes on a traffic flow study
- Began to coordinate a Bike Racks in Front of Business program

FY 2012 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- Prepare an Annual Update for the Passenger Transportation Plan;
- Coordinate and assist with projects as developed by the Coordinated Transportation Issues Committee (CTIC) and the Passenger Transportation Plan;
- Assist Sioux City Transit System with mapping transit routes for Sioux City;
- Attend Congestion Mitigation & Air Quality meetings and conduct relevant planning by identifying potential projects for the reduction of mobile emissions;
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks;
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS);
- Update the regional ITS Architecture Plan;
- Participate and lend expertise in the Metropolitan Area ITS Projects;
- Participate in statewide trails planning and facilities update process and share SIMPCO Geographical Information System (GIS) data;
- Provide technical assistance to the Iowa DOT for the I29 reconstruction project;
- Assist Sioux City Transit System with job access activities and involvement with human service agencies;

- Assist the City of Sioux City on the Regional Rail Study;
- Assist in transit marketing and ridership performance;
- Provide general advice to Sioux City Transit System;
- Provide technical assistance to the US Highway 20 association;
- Provide technical assistance to the Nebraska 35 Expressway Association.
- Compile state and local traffic data and produce traffic flow map;
- Monitor and conduct traffic counts, turning movement counts, analyses, scenarios, and forecasts for various MPO entities;
- Traffic analysis and studies, along with supplemental Census and state traffic counts, may be performed as requested;
- Information Sharing: Conduct ongoing Policy Board and TTC intergovernmental discussion / coordination of transportation projects while staff conducts ongoing review of issues and data, attends informational meetings and training sessions as needed, and maintains highway facility inventory;
- To assist in the Safe Routes to School initiative;
- Provide technical assistance to the MPO Bicycle and Pedestrian Roundtable;
- Coordinate and assist with bicycle and pedestrian projects developed by the Bicycle/Pedestrian Roundtable;
- Coordinate and assist with Safe Routes to School projects as developed by the Safe Routes to School Taskforce;
- Continue to work on and implement a bike rack in front of businesses program;
- Develop a Bicycle and Pedestrian Plan for the metropolitan planning area; and

Anticipated FY 2012 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- An updated ITS Architecture Plan (June 2012);
- An Annual Update to the Passenger Transportation Plan (May 2012);
- A Regional Bicycle and Pedestrian Plan (June 2012)
- Current and relevant short range multimodal plans (ongoing); and
- Timely technical assistance to MPO entities that require such assistance (ongoing).

Total Budget: \$140,661

Total Hours: 2,164

Element F Administration/Systems Management 20%

- Interagency Coordination
- Committee Support
- Administration
- Travel and Training

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

FY 2011 Accomplishments:

- Held six MPO Transportation Technical Committee Meetings and Policy Board meetings; including preparing agendas, minutes and supporting documents.

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- Held two Coordinated Transportation Issues Committee (CTIC) meetings, including preparing agendas and supporting documents;
- Attended MPO Directors meetings in Ames, IA , and in Lincoln, NE
- Attended MTMUG meetings in Ames, IA;
- Attended various training workshops including a Iowa Local Agency Safety Workshop, Nebraska DOR Responsible Charge Training and FHWA Fiscal Constraint Training;
- Attend local GIS Users Group meetings;
- Attend Siouland Chamber Transportation Committee meetings;
- Attended Tri- State Traffic Management Team Meetings; and
- Held Bicycle and Pedestrian Roundtable meetings.

FY 2012 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- Conduct Policy Board and Transportation Technical Committee meetings, providing materials, recording minutes, advocating public participation, and otherwise support;
- Conduct Coordinated Transportation Issues Committee meetings and prepare agendas and supporting documentation as needed;
- Conduct Bicycle/Pedestrian Roundtable meetings and prepare agendas and supporting documentation as needed;
- Attend local GIS Users Group meetings;
- Attend Siouland Chamber of Commerce Transportation Committee meetings;
- Attend Tri-State Traffic Management Team Meetings;
- Attend Midwest Travel Modelers Users Group (MTMUG) meetings;
- Attend MPO Directors' meetings in Ames, Iowa;
- Attend MPO Directors' meetings in Lincoln, NE;
- Conduct Safe Routes to School Taskforce meetings and other outside meetings relating to the Safe Routes to School Comprehensive Bicycle and Pedestrian Safety Plan; and
- Attend various, classes, training, conferences, and workshops.

Anticipated FY 2012 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- Will administer MPO TTC and Policy Board meetings (ongoing); and
- Agendas and minutes for Transportation Technical Committee, Policy Board, Coordinated Transportation Issues Committee, Bicycle/Pedestrian Roundtable and Safe Routes to School Taskforce (ongoing).

Total Budget: \$80,378

Total Hours: 1,236

FINANCING THE PROGRAM (IOWA)

Iowa Employee Hours (with NE and SD Transit)						
Activity/Work Element	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New	Local Match	Total
TPWP	0	8	5	23	9	45
TIP	0	121	71	338	133	663
PPP	0	40	24	113	45	222
L RTP	0	193	114	541	212	1060
Short Range Planning	0	282	167	790	309	1548
Administration/Systems Management	0	161	95	451	177	884
Totals	0	805	476	2256	885	4422

Iowa Expenditures (with NE and SD Transit)						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New		
TPWP	\$0	\$523	\$310	\$1,466	\$575	\$2,874
TIP	\$0	\$7,850	\$4,647	\$21,994	\$8,623	\$43,114
PPP	\$0	\$2,617	\$1,549	\$7,332	\$2,874	\$14,371
L RTP	\$0	\$12,559	\$7,435	\$35,191	\$13,797	\$68,982
Short Range Planning	\$0	\$18,316	\$10,843	\$51,321	\$20,120	\$100,599
Administration/Systems Management	\$0	\$10,466	\$6,196	\$29,326	\$11,498	\$57,485
Totals	\$0	\$52,330	\$30,980	\$146,630	\$57,485	\$287,425

FINANCING THE PROGRAM (NEBRASKA)

Nebraska Employee Hours						
Activity/Work Element	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New	Local Match	Total
TPWP			1	5	2	8
TIP			15	81	24	120
PPP			5	27	8	40
L RTP			23	129	38	190
Short Range Planning			34	189	55	278
Administration/Systems Management			19	108	32	159
Totals	0	0	97	539	159	795

Nebraska Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New		
TPWP			\$63	\$350	\$103	\$516
TIP			\$945	\$5,253	\$1,550	\$7,748
PPP			\$315	\$1,751	\$517	\$2,583
L RTP			\$1,512	\$8,404	\$2,479	\$12,395
Short Range Planning			\$2,205	\$12,257	\$3,615	\$18,077
Administration/Systems Management			\$1,260	\$7,004	\$2,066	\$10,330
Totals	\$0	\$0	\$6,300	\$35,019	\$10,330	\$51,649

FINANCING THE PROGRAM (SOUTH DAKOTA)

South Dakota Employee Hours						
Activity/Work Element	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New	Local Match	Total
TPWP			2	6	2	10
TIP			35	84	26	145
PPP			12	28	9	49
L RTP			55	135	42	232
Short Range Planning			81	196	61	338
Administration/Systems Management			46	112	35	193
Totals	0	0	231	561	175	967

South Dakota Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carry over	FHWA PL New		
TPWP			\$150	\$365	\$113	\$628
TIP			\$2,250	\$5,471	\$1,701	\$9,422
PPP			\$750	\$1,824	\$567	\$3,141
L RTP			\$3,600	\$8,754	\$2,721	\$15,075
Short Range Planning			\$5,250	\$12,767	\$3,968	\$21,985
Administration/Systems Management			\$3,000	\$7,295	\$2,268	\$12,563
			\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$15,000	\$36,476	\$11,338	\$62,814

FINANCING THE PROGRAM (GRAND TOTALS)

Grand Total - Hours	-	805	804	3,356	1,219	6,184
Grand Total - Funds	\$0	\$52,330	\$52,280	\$218,125	\$79,153	\$401,888

Notes: FHWA funds received by SIMPCO through the Iowa DOT and NDOR require a 20% local match. FHWA funds received through the SDDOT require an 18.05% local match. Overhead costs, estimated at \$22.00 per direct staff hour, are applied consistently to each element and funding source. The average hourly cost of \$65.00 includes wages, benefits, expenses and overhead.

**FTA 5303 funds from SD and NE are apportioned through the Iowa CPG and are thus summed under the Iowa totals. Figures were \$7,380 from NE and \$8,000.00 from SD.

SIouxLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO)
INDIRECT COST ALLOCATION PLAN

July 1, 2011 – June 30, 2012

INDIRECT LABOR	Percent of Of Time	Salary & Fringe	Description
Co-Executive Director	17%	\$ 20,444	agency management
Co-Executive Director	90%	\$104,900	agency & financial mgmt, purchasing, computer network, human resources, building manager
Staff Accountant II	63%	\$ 32,651	A/P, A/R & payroll processing, acctg.
Secretary/Word Processor II	80%	<u>\$ 35,180</u>	word processing, mail, phone, acctg.
TOTAL INDIRECT LABOR	2.5 FTE	\$193,175 (a)	
INDIRECT NON-LABOR			
Office Building		\$ 70,400	debt, utility & maintenance costs
Travel & Training		\$ 12,000	travel/training for admin. staff
Professional Services		\$ 16,000	annual audit & consultant fees
Postage		\$ 2,500	postage machine/fees & mail
Telephone		\$ 12,000	phone lines, long dist. & internet
Printing		\$ 4,000	copy machines & printers
Office Supplies		\$ 10,500	office & computer supplies
Insurance		\$ 12,000	liab., fire, auto and e& o
Dues & Subscriptions		\$ 6,000	prof. memberships & literature
Purchased Service		\$ 35,000	computer software fee & consulting
Advertising		\$ 750	notices & ads for admin. staff
Office Equipment & Furniture		\$ 10,000	computer/office equipment
Office Equipment Repair		<u>\$ 475</u>	computer/office equipment repair
TOTAL INDIRECT NON-LABOR		<u>\$191,625</u> (b)	
TOTAL INDIRECT LABOR & NON-LABOR (a & b)		\$384,800	
LESS: AMOUNT PAID BY OTHER AGENCIES		<u>\$103,574</u>	
TOTAL INDIRECT LABOR & NON-LABOR LESS AMOUNT PAID BY OTHER AGENCIES		\$281,226	

Indirect costs are allocated to projects, grant and contracts based on direct labor hours. The total FY2012 budgeted indirect costs are \$384,800. The amount used for this calculation is the total indirect costs less the amount paid by other agencies or \$281,226. The direct labor hours total 12,783. The amount of \$281,226 divided by the direct labor hours of 12,783 equals the FY2012 calculated indirect cost rate of \$22.00 per direct labor hour.

AMENDMENTS AND REVIEWS

The MPO Transportation Planning Work Program FY 2012 is a working document and will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around the Metropolitan Planning Area. The TPWP will be reviewed at least once annually. The review and updating will insure continual citizen involvement and the TPWP's overall viability as the Metropolitan Planning Area's transportation planning work programming document.

This work program for the transportation planning in the SAFETEA-LU requirements of the MPO shall be subject to public review for no less than 15 days, announced in the regional newspapers via public notice, and available in every courthouse and city hall in the Sioux City Metropolitan Planning Area. This process shall be approved by both the MPO Transportation Technical Committee and the Policy Board. Amendments to this process shall be made in similar fashion.

The Federal Highway Administration requires a waiver of approvals when necessary regarding any TPWP revisions. 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 the TPWP.

Revision type	Approving Agency
Request for additional Federal funding [49 CFR 18.30(c)(1)(i) and FTA Circular 5010.0C,I.6.e(1)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which exceed 10 percent of the total work program budget when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	FHWA/FTA
Revision of the scope or objectives of the activities (i.e. adding or deleting of activities or major change in scope of activity) [49 CFR 18.30(d)(1)].	FHWA/FTA
Transferring substantive programmatic work to a third party (i.e. consultant) [49 CFR 18.30(d)(4)].	FHWA/FTA
Capital expenditures including the purchasing of equipment [OMB Circular A-87)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which do not exceed 10 percent of the total work program budget or when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	Iowa DOT / NDOR/SD DOT
Transfer of funds allotted for training allowances [49 CFR 18.30(c)(1)(iii)].	Iowa DOT / NDOR / SD DOT
Extending the period of performance past the approved work program period [49 CFR 18.30(d)(2)].	MPO
Changes in key persons in cases where specified in an application or grant award (i.e. change in lead consultant for a project) [49 CFR 18.30(d)(3)].	MPO

Revision and Approval Procedures

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. Requests from the MPO shall be submitted in writing (four hard copies of the updates to the work program) to the Iowa DOT Office of Systems Planning through the District Planner, and then forwarded to FHWA and FTA for approval. Notification by the approving agency will be in writing in reverse order.

Revisions where the **Iowa DOT / NDOR/ SD DOT** is the designated approving agency shall require written approval by the Iowa DOT / NDOR/ SD DOT prior to commencement of activity, purchasing of equipment, or request for reimbursement. Requests from the MPO shall be submitted in writing (four hard copies of the updates to the work program) to Iowa DOT Office of Systems Planning through the District Planner/ MPO Liaison/ MPO Coordinator. Copies will be forwarded to FHWA/FTA. Notification by the approving agency will be in reverse order.

Revisions where the **MPO** is the approving agency shall be approved by the Policy Board. Hard copy updates to the work program shall be provided to the District Planner, Iowa DOT Office of Systems Planning, FHWA and FTA.

SUMMARY

The MPO has developed this *MPO Transportation Planning Work Program FY 2012* utilizing cooperative involvement of various local, regional, state, and national transportation interests. The TPWP expresses the MPO objectives for achieving efficient transportation planning in the Metropolitan Planning Area. The document is multimodal and intermodal in its composition and will enable the transportation interests in the Metropolitan Planning Area to utilize it as a guide for future transportation planning and programming.

The Transportation Planning Work Program is a working document and will continually be updated on an annual basis or as the need arises in order to serve as a guiding document of information addressing current and projected transportation needs for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such. It is also the intent of the document to allow and account for citizen participation and the needs of the various transportation interests of the Metropolitan Planning Area.

Assurance of Local Match Availability

I hereby certify that the local match of \$79,153 for the *MPO Transportation Planning Work Program FY 2012* has been committed by the Siouxland Interstate Metropolitan Planning Council (SIMPCO), and will be available on July 1, 2011.

Signed this 25th day of May, 2011.



Co-Executive Directors



Cost Allocation Plan

The primary state assistance agency has received a current copy of the SIMPCO cost allocation plan. This plan is used to distribute direct and indirect costs stated in the *MPO Transportation Planning Work Program FY 2012* and has been approved by the SIMPCO Board of Directors.

Signed this 25th day of May, 2011.



Co-Executive Directors


