



The Grand Valley Metropolitan Council

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2022

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CREDIT/DISCLAIMER STATEMENT

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Introduction

The FY2022 Unified Planning Work Program (UPWP) of the Grand Valley Metropolitan Council (GVMC) defines federal and state transportation planning requirements and related tasks to be accomplished in and for the Grand Rapids Metropolitan Area, regardless of funding sources or responsible agencies during the Fiscal Year beginning October 1, 2020 and ending September 30, 2021. The FY2022 UPWP incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region during the fiscal year. The program provides a process for the coordination and collaboration of transportation planning activities in the study area and is required as a basis and condition for all federal funding assistance for transportation planning. The Grand Valley Metropolitan Council became the MPO in January 1992.

The UPWP includes the budget for all federally assisted transportation planning activities that will be undertaken by its Transportation Division, the Interurban Transit Partnership (ITP) and the Michigan Department of Transportation (MDOT). It must be submitted annually to the sponsoring federal agencies prior to October 1st. This is consistent with Section 134 Title 23, USC, Title 49, Section 613.1, "The Statewide Transportation Planning; Metropolitan Transportation Planning; Final Rule" of Wednesday, February 14, 2007 (Federal Register), and Fixing America's Surface Transportation Act (FAST Act).

The activities undertaken by the GVMC transportation department principally relate to overall transportation program management and fulfillment of federal requirements under the FAST Act and state mandated requirements. The priorities/activities for the GVMC transportation department adhere to federal and state law requirements.

The cornerstone of the FAST Act highway/transit programs is the gradual transition to a performance and outcome-based program to increase accountability and efficiency in the way federal transportation dollars are spent. The intention is that, under this performance-based planning program, states/MPOs will invest resources in projects that help to achieve individual performance targets and collectively will make progress toward national goals.

Funding for all MPO activities is provided by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the MPO members on an 80/20 split. The 20% local match is mandated by federal law for any MPO to receive transportation planning funds. The local match assessed to the 34 participating member agencies is based on a fair share process. The agencies appoint representatives to the Technical and Policy Committees. Recommendations from these agencies are sent to GVMC, according to the Rules of Procedure. See Figures 1 and 2.

In addition to a brief description of objectives and work products, the UPWP identifies financial participation of funding agencies and responsible agencies associated with each task. In this way the UPWP becomes the basis for documenting federal, state, and local participation in the continuing, cooperative, and comprehensive GVMC transportation planning process. The UPWP is approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and is used to monitor the expenditure of FHWA Consolidated Planning Grants (CPG), which combine FHWA planning (PL) funds and FTA Section 5303 funds, as well as Congestion Mitigation Air Quality Program (CMAQ) funds, Surface Transportation Program (STP) funds, and Highway Infrastructure Program (HIP) funds. This UPWP also serves as an indispensable management tool, enabling the GVMC to manage and administer its planning responsibilities with available program revenues.

FIGURE 1 GVMC STAFFING STRUCTURE

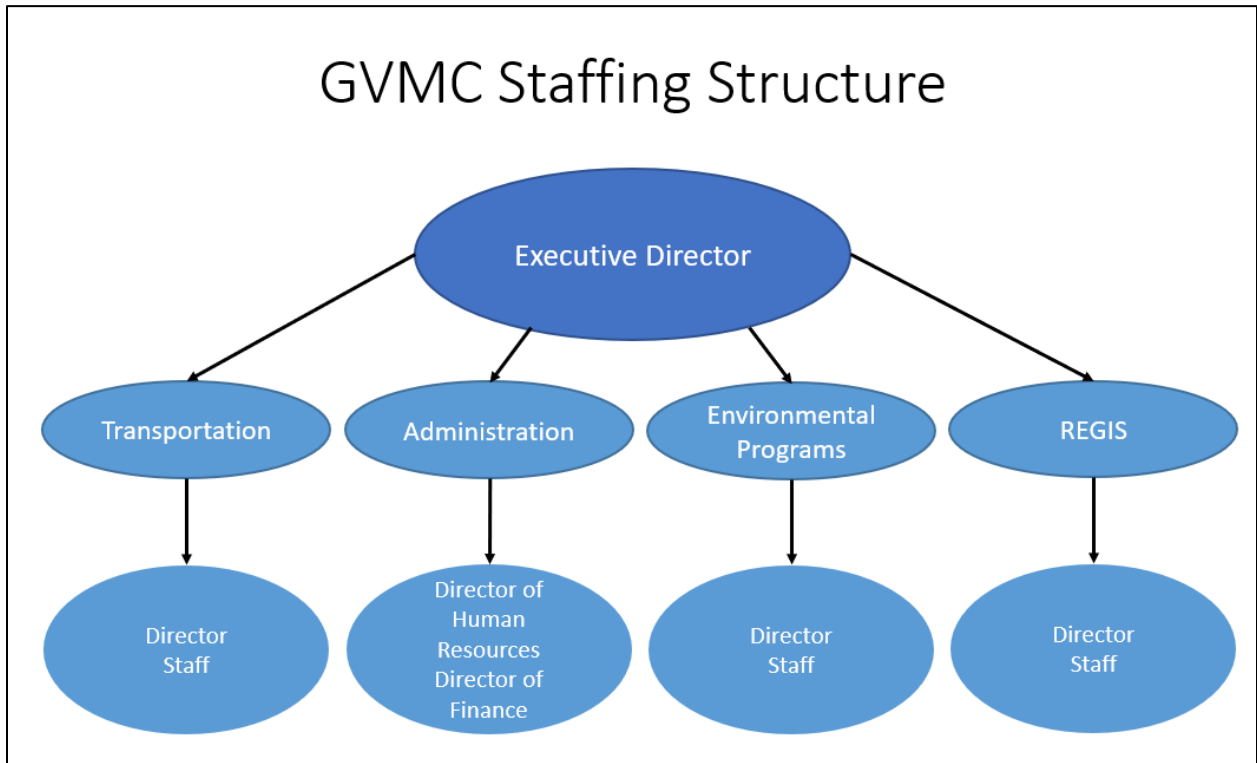
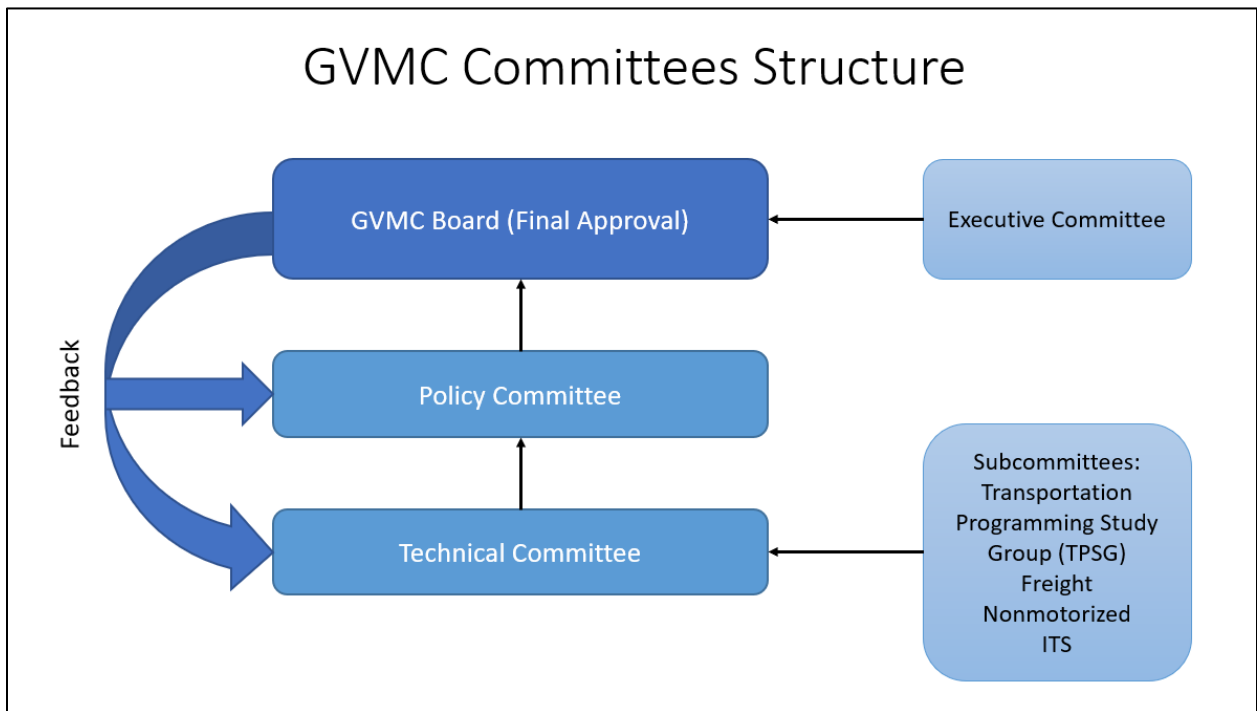


FIGURE 2 GVMC TRANSPORTATION COMMITTEES STRUCTURE



ITP is a separate transit authority that has responsibility for providing public transportation. Its mission statement is "to create, offer, and continuously improve a flexible network of regional public transportation options and mobility solutions."

The regional planning study area boundaries expanded in June of 1992 to include all of Kent County and four urban townships and the City of Hudsonville in Ottawa County. This designation was consistent with the requirements of the 1990 Clean Air Act Amendments (CAAA) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA). All future transportation plans must now include the area contained within the Metropolitan Area Boundary (MAB).

GVMC and ITP coordinate activities to carry out the federally mandated transportation planning process within the MAB. The activities undertaken in the GVMC Program principally relate to overall program management and fulfillment of federal and state requirements. Other regionally significant activities take place with the cooperation of other participating agencies. GVMC staff provides technical assistance to member communities as needed. Coordination between other modes such as transit, rail freight, rail passenger, airport development and nonmotorized transportation are also part of the program responsibilities.

The activities of ITP, the region's primary transit provider, target service improvements to the existing transit system as well as promotion of innovative ridesharing alternatives through the Rideshare Program.

MAP-21, which became effective October 1, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. The FAST Act, which became effective December 4, 2015, continues with the same planning requirements. This work program has been developed to comply with changes regarding metropolitan planning called for in the FAST Act, as stated in the Final Rule on Statewide and Nonmetropolitan Transportation Planning and Metropolitan Transportation Planning, which was published in the Federal Register on May 27, 2016. At the time of drafting this document, the FAST Act was scheduled to expire on September 30, 2021. It is expected new surface transportation legislation will be enacted or that the FAST Act will be extended and that this UPWP will adhere to federal requirements associated with the legislation in place either as drafted or modified to incorporate legislative changes.

In the FAST Act, the metropolitan transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process. Requirements for a long-range plan and a short-term Transportation Improvement Program (TIP) continue, with the long-range plan to incorporate performance plans required by the Act for specific programs. The Metropolitan Transportation Plan must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. The TIP must also be developed to make progress toward established performance targets and include a description of the anticipated achievements.

Statutory citation(s): FAST ACT §§1106, 1112-1113, 1201-1203; 23 USC 119, 134-135, 148-150

The metropolitan planning program under FAST Act provides funding for the integration of transportation planning processes in the MPOs into a unified metropolitan transportation planning process, culminating

in the preparation of a multimodal transportation metropolitan plan for the MPO. Title 23 of the United States Code, section 134(f) (revised in SAFETEA-LU section 6001(h)), describes Federal Planning Factors issued by Congress to emphasize planning factors from a national perspective. Under the FAST Act, the original eight planning factors remain unchanged, and two new planning factors have been added: (1) improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation and (2) enhance travel and tourism. The increased focus level and activities regarding these issues is the result to the FAST Act identified ten broad planning factors. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation planning activities and budget are developed to address these factors and other state and federal requirements. The ten planning factors (for both metro and statewide planning) are as follows:

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

Each of these factors is addressed through various work program tasks selected for FY2022, as shown in the table below.

The UPWP outlines the objectives and products resulting from transportation planning work tasks, as well as anticipated task funding and estimated Staff hours.

In addition to the planning factors under the FAST Act, several federal and state planning emphasis areas were also considered during the development of the UPWP. These planning areas are described below:

FY2022 Michigan Planning Program Emphasis Areas

(Provided by FHWA Michigan Division and FTA Region 5 staff)

1. Administration of MPOs
 - a. Review and update **Title VI and ADA** procedures as needed.
2. Performance-Based Planning and Programming
 - a. Incorporate **performance measures** and targets into goals and objectives.
 - b. **Document** expected benefit of projects in TIPs and MTPs, and how they will contribute to accomplishing performance targets.
 - c. **Evaluate** the benefits/performance of TIP and MTP projects to determine progress towards performance targets.

- d. Consider better aligning **project selection criteria** for TIPs/MTPs with performance measure targets.
- 3. Long Range Transportation Planning
 - a. **Meet requirements** of new performance measure and planning regulations.
 - b. Improve documentation and consideration of **environmental consultation** (see contact resources developed by MDOT/FHWA in 2018 and training held in 2017).
 - c. Advance **Environmental Justice** analysis, as needed, such as the inclusion of accessibility measures (per training held in 2016).
 - d. Improve upon existing **freight planning** efforts (per training from FHWA in 2018).
- 4. S/TIP Improvements
 - a. **Begin development of the FY23-26 TIPs.**
 - b. Continue working cooperatively towards improving upon **JobNet and streamline STIP/TIP processes.**
 - c. Expand the use of **JobNet features** (e.g., mapping capabilities).
 - d. Continued efforts to improve **public involvement**, including virtual public involvement methods.

MDOT FY2022 MPO Planning Emphasis Areas

1. Development of the new FY2023-2026 TIP
 - a. incorporation of performance-based planning in project selection
2. Maintaining FY 2020-2023 TIP in JobNet including:
 - a. four years of projects listed in TIP (for each MPO program areas);
 - b. correct utilization of GPAs, in alignment with the guidance document (should the MPO utilize GPAs).
3. Continued growth and expertise in JobNet application improvements.
4. Continue to ensure transit projects are accurately shown in the TIP and fiscally constrained, through coordination with local transit agencies and MDOT Office of Passenger Transportation.
5. Review, evaluate and update public participation plan (PPP):
 - a. Clear project map/data listing
 - b. Consideration of virtual options for public participation
 - c. Environmental justice and Title VI processes and connection to public involvement
 - d. Ensuring transparency and providing open access to the planning, decision making, and project evaluation & selection processes. These processes should be available to the public and easy to understand (digestible format) on the MPO website.
6. Ensure compliance with Transportation Performance Measures (TPM) requirements, including working with MDOT on data needed to identify how MPO is working to meet adopted targets.
7. Continue to focus on partnerships utilizing a continuing, cooperative, and comprehensive (3C) approach to transportation planning.

Each of these areas is addressed through various work program tasks/subtasks included for FY2022, as shown in the tables below:

TABLE 1 FEDERAL PLANNING FACTORS – UPWP TASK MATRIX

Planning Factor UPWP Task	Economic Vitality	Increase Safety	System Security	Accessibility	Protect Environment	Integration of System	Efficiency	System Preservation	Resiliency & Reliability	Travel & Tourism
Data Management	X	X		X	X	X	X	X	X	X
Long-Range Planning	X	X	X	X	X	X	X	X	X	X
Short-Range Planning	X	X	X	X	X	X	X	X	X	X
Transportation Management Systems	X	X	X	X	X	X	X	X	X	
Rideshare	X			X	X	X	X		X	
Community Outreach	X	X	X	X		X	X	X	X	
Long-Range Transit Plan	X	X	X	X	X	X	X	X	X	X
Transit Technology Plan		X	X	X		X	X			
Fleet Transition Plan		X	X	X	X			X		
Administration	X	X	X	X	X	X	X	X	X	X
Special Planning Studies	X	X	X	X	X	X	X	X	X	X

TABLE 2 FEDERAL PLANNING EMPHASIS AREAS – UPWP TASK MATRIX

Planning Emphasis Area/ UPWP Task	Performance-Based Planning	Long-Range Transportation Planning	TIP Improvements	Administration of MPOs
Data Management	X		X	
Long-Range Planning	X		X	
Short-Range Planning	X		X	
Transportation Management Systems	X			X
Rideshare				
Community Outreach				
Long-Range Transit Plan				
Transit Technology Plan			X	
Fleet Transition Plan	X		X	
Administration	X		X	X
Special Planning Studies				

TABLE 3 STATE PLANNING EMPHASIS AREAS – UPWP TASK MATRIX

Planning Emphasis Area/UPWP Task	TIP Development and Maintenance	JobNet Application	Transit in the TIP	PPP	TPM Requirements	3-C Process
Data Management	X				X	X
Long-Range Planning					X	X
Short-Range Planning	X	X	X	X	X	X
Transportation Management Systems	X				X	X
Rideshare						X
Community Outreach						X
Long-Range Transit Plan						X
Transit Technology Plan						X
Fleet Transition Plan	X		X		X	
Administration	X	X	X	X	X	X
Special Planning Studies						X

Major Transportation Priorities

To meet surface transportation legislation requirements, address federal and state planning factors and emphasis areas, as well as focus on regional transportation priorities identified by GVMC member communities this work program contains funding for the following work tasks.

1.0 Data Management and Analysis

GVMC will monitor and analyze area travel characteristics and factors affecting travel such as socio-economic and land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, monitoring, and evaluation, including more focus on federal performance measures, development of a nonmotorized count database and collection system, and continued advancement in GIS capabilities.

2.0 Long Range Planning

GVMC will work on identifying transportation system planning tasks related to the development of a sustainable multimodal transportation system. Priorities include maintaining and updating the travel demand model in preparation for the next update to the Metropolitan Transportation Plan (MTP), maintaining and continuing implementation work related to recommendations from the 2045 MTP, identifying long-range needs, developing multimodal investment strategies and project prioritization processes, air quality conformity, environmental justice, environmental mitigation, consultation, and linking land use decision-making and transportation planning throughout the region in a more effective way.

3.0 Short Range Planning

GVMC will identify transportation system planning tasks related to short range transportation systems planning. Priorities include the development of the FY2023-2026 Transportation Improvement Program (TIP), maintenance/update of the FY2020-2023 TIP, providing technical assistance to MPO members, freight planning, safety planning, security, public participation, air quality conformity, and managing the Clean Air Action Program.

4.0 Transportation Management Systems

GVMC will monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting and analyzing transportation system data, coordinating with MDOT and local transportation providers, developing congestion and pavement investment plans, maintenance of the congestion management process, continuing development of an asset management system, and implementation and monitoring of ITS solutions as a part of operation and management requirements.

5.0 ITP – Rideshare

The objective of the Rapid's rideshare and vanpool program (West Michigan Rideshare) is to encourage carpooling, vanpooling and other modes of alternative transportation as part of a greater effort to reduce the number of single occupancy vehicles on the road.

6.1 ITP – Community Outreach

As the Rapid plans for its future service and customer experience, community and customer data are critical to planning for what is next. The objective is to do research to determine the need for future transportation studies and initiatives to better serve the Rapid’s customers and community at large.

6.2 ITP – Long Range Transportation Planning

ITP will initiate an updated Transit Master Plan (TMP). A new TMP will maximize the value that public transportation has as an MPO Planning priority and identify the strategic direction for public transportation over the next 20 years.

6.3 ITP – Transit Technology Strategic Plan

ITP is looking to partner with a transit technology consultant to attain technical support on new customer facing technologies and Intelligent Transportation System (ITS) options and to assist in development of a long-range transit technology strategic plan, as well as developing the necessary materials for bid solicitation and support for implementation. Goals for this process are to identify new technology solutions that can improve operational efficiency, cost effectiveness, security, safety, marketing, and overall customer experience.

6.4 ITP – Fleet Transition Plan

ITP will develop a comprehensive Zero-Emission Bus (ZEB) Transition Plan that supports The Rapid’s efforts to a long-term fleet management plan that include zero-emission buses. The Rapid will use technical assistance and expertise from a third-party consultant to build upon and enhance the existing Zero-Emissions Bus Transition Plan. Evaluation and research will provide Rapid staff strategies and detailed plans to improve decision making and practices for planning, implementing and operating ZEBs long term.

7.0 Program Coordination

GVMC will continue to carry out functions required to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, environmental justice, environmental mitigation, Title VI, ADA policy, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units. This task will also provide a platform to encourage and support regional cooperation and consolidation of regional transportation services.

8.0 Special Planning Studies

In response to member community feedback, GVMC will lead efforts related to special regional planning studies. Priorities for FY2022 include a regional Transportation Demand Management (TDM) study and an Airport Access study.

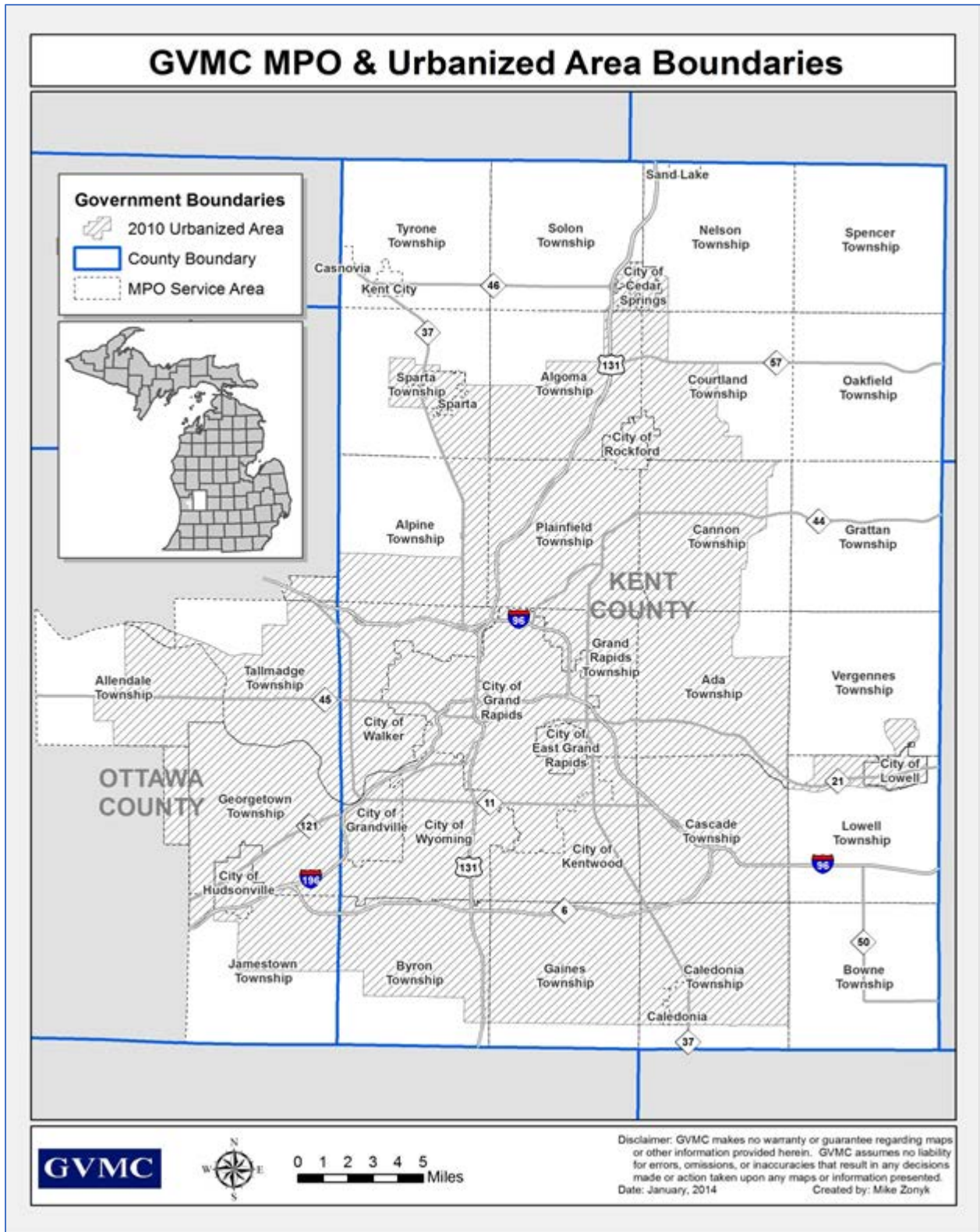
Justification for the Level of Planning Effort Designated in the UPWP

The level of planning effort for the GVMC MPO is driven by the 2045 MTP and operational planning needs of the various transportation operating agencies. The MTP addresses numerous state and federal

requirements, among which are, the FAST Act, various statutes from the state and federal level, the planning process and performance- based planning and programming, the Americans with Disabilities Act, responses to Certification Findings by FHWA, and Michigan Department of Transportation (MDOT). Staff time and resources are focused to address issues such as intermodal planning, congestion management, pavement management, safety planning, transit planning and concerns, ITS, traffic operations, freight transportation planning, environmental justice, air quality, environmental quality, nonmotorized, and needs of the transportation underserved.

The increased focus level and activities regarding these issues are the result to the FAST Act identified ten broad planning factors. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation budget is developed to address these factors and other state and federal requirements.

FIGURE 3 GVMC STUDY AREA



Funding Sources and Estimates for FY 2022 Planning Activities

All work, including MPO staff time and consultant studies, listed in the UPWP is funded by one or more of the following funding sources.

Consolidated Planning Grant funds (also known as “CPG” or metropolitan planning funds)

CPG funds include FHWA planning grant funds (PL) and FTA Section 5303 funds. Federal planning funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments. A total of \$1,169,002 in CPG funding is budgeted for FY2022. The match is based on the 81.85/18.15 federal matching requirements.

FHWA Surface Transportation Program (STP) funds

Federal STP funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments. A total of \$150,000 is budgeted for FY2022. The match is based on the 81.85/18.15 federal matching requirements.

FHWA Congestion Mitigation/Air Quality Program (CMAQ) funds

Federal CMAQ funds can be used for up to 80 percent of a project, with a required 20 percent match typically provided by local governments. A total of \$80,000 is budgeted for FY2022. GVMC will use CMAQ funds to support the Clean Air Action Program. CMAQ monies are provided, for this fiscal year, on an 80/20 matching basis, with 20 percent of the total cost from non-federal sources.

100% Federal CMAQ Funds

Continuation of rideshare services and funding are included in the FY2022 UPWP. A total budget of \$150,000 has been allocated to support rideshare services. The funding for this program is 100% federal. ITP will utilize these funds to operate the West Michigan Rideshare program in-house.

FTA Section 5307 grant funds

Section 5303 funds are federal funds designated for transit planning and research activities. FTA permits the use of Section 5307 funds not designated for operating assistance to supplement other funding in support of planning activities. Up to 80 percent of federal funds can be used for a project. Section 5307 funds must be matched with a 20 percent non-federal share. For FY2022 \$636,000 is budgeted from Section 5307. Section 5307 funds must be matched with a 20 percent non-federal share. Matching funds will be provided from MDOT funds for planning work.

Highway Infrastructure Program (HIP) – COVID Relief Funds

The Highway Infrastructure Program was created as part of the most recent surface transportation legislation. HIP funding is not guaranteed to MPOs annually, but generally has same eligibility requirements as STP funding. The Coronavirus Response and Relief Supplemental Appropriations Act of 2021 was signed into law and provided additional HIP appropriations at a 100% federal share. \$235,708 has been budgeted in this UPWP for the regional TDM study.

Michigan Transportation Fund (MTF) Program Funds

A total of \$24,000 of MTF program funds are budgeted for FY2022. MTF funds are provided at 100% by the state.

Local matching funds

All federal grant funds require at least an 18.15 percent non-federal match. The MPO receives funding from member jurisdictions on a proportionate fair share basis using population distributions published by the most recent decennial census and lane miles as defined by the national highway functional classification network approved by MDOT and FHWA. The Grand Valley Metropolitan Council MPO members will provide local match funds of \$316,723 for the related MPO activities specified in this document.

TABLE 4: FY 2022 REVENUES

	FY 2022 State/Federal	Local/State Match	Total
CPG (GVMC)	\$1,169,002	\$259,223	\$1,428,224
STP (GVMC)	\$150,000	\$37,500	\$187,500
CMAQ (GVMC)	\$80,000	\$20,000	\$100,000
MTF (GVMC)	\$24,000	\$0	\$24,000
HIP-C (GVMC)	\$235,708	\$0	\$235,708
GVMC Subtotal	\$1,658,711	\$316,723	\$1,975,432
5307 (ITP)	\$636,000	\$159,000	\$795,000
CMAQ (ITP)	\$150,000	\$0	\$150,000
ITP Subtotal	\$786,000	\$159,000	\$945,000

1.0 Data Management and Analysis

GVMC will monitor and analyze area travel characteristics and factors affecting travel such as socio-economic and land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, monitoring, and evaluation, including more focus on federal performance measures, development of a nonmotorized count database and collection system, and continued advancement in GIS capabilities.

TABLE 5 DATA MANAGEMENT AND ANALYSIS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$236,536	Person Weeks	69
GVMC Local Match	\$52,451	Salaries	\$64,142
		Fringes	\$24,374
		Direct Cost	95,000
		Indirect Cost	\$80,571
		Contractual CPG	\$24,900
Total	\$288,987	Total	\$288,987

Activities

Demographic and Economic Projections

Objectives | Procedures | Tasks

- Monitor community development; collect demographic, employment, and development information; and maintain up-to-date Traffic Analysis Zone (TAZ) records.
- Collect land use plans throughout the MPO to update any changes that may be occurring at the local level that impact the growth rates for the transportation system.
- Provide information to local units of government officials and the public as requested.
- Provide data to the travel demand model.

Multimodal Volumes and Physical Conditions

Objectives | Procedures | Tasks

- Monitor existing traffic volumes on the federal aid roadway system throughout the GVMC study area for use in project development in accordance with the Planning and Environmental Linkages (PEL) process.
- Schedule traffic data collection, provide technical assistance, and maintain traffic data files using the Traffic Count Database System (TCDS).
- Respond to requests from the public and the MPO members for traffic count information.
- Provide technical assistance and training to local units of government with processing and storing traffic data utilizing Jamar & MS2Soft software.
- Collect Highway Performance Monitoring System (HPMS) data, which is used for national trends and for air quality conformity monitoring.
- Develop nonmotorized count database and collection system.
- Use the data collected to support the development of technical analysis tools as required by the planning process.

- MIRE Data: Under federal reporting requirements Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data. Work on implementation by MDOT and its vendors (CSS, Roadsoft, and ESRI) of the MIRE FDE data repository schema in MDOT Roads & Highways should be completed. Beginning in FY22, MPO and local agency participation in the MIRE data collection process will be considered part of the requirements in fulfilling Data Collection responsibilities to MDOT. The first set of MDOT MIRE FDE data and tools should be available in Roadsoft in the April 2022 release. Agencies should receive MIRE data in Roadsoft in V22 and may export changes to MDOT for V22 and beyond. The five (5) data items that MPO staff will be requested to review will be: Surface type, number of through lanes, access control, median type, and junction traffic control. MPO and MDOT staff will begin the process of meeting to discuss and plan for annual maintenance and validating these data items going forward. The end goal will be to draft a plan to fill 100% of the five MIRE data items and submit to MDOT by August of 2025.

Transportation Geographic Information System Maintenance & Update

Objectives | Procedures | Tasks

- Update and expand the GVMC database for the Transportation Geographic Information System (TGIS), which incorporates all the transportation-related databases into a TransCad/GIS platform.
- Verify that the data in the TGIS is current and as up to date as the data itself.
- Add additional information to the TGIS under this work item, such as data for the pavement and congestion management systems, and other various transportation variables.
- Work with the Regional Geographic Information System (REGIS) department to develop, build, and input all transportation data and planning tools for the Grand Rapids metro area into the REGIS system.
- Provide mapping data and manage the transportation system as a technical tool used in the planning process.
- Provide mapping capabilities for all members for use in needs studies.
- Provide mapping applications for our members and public to communicate data in a user-friendly format.

Performance Data Management

Objectives | Procedures | Tasks

- Collect and compile federal performance measure data for the regional system.
- Evaluate federal performance measure data for use in short- and long-term planning and programming efforts.

TABLE 6 DATA MANAGEMENT AND ANALYSIS TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Census Data Update	As released
GIS Data Layers	Year-long activity
Maps, charts, and reports of census and TAZ data to be presented to GVMC Committees and other interested parties	As needed
Multimodal Volume Data Collection	Primarily April through October; as needed year-long
Traffic Data Report	January
HPMS Report	May
Multimodal Volume counting supplies purchase	March-April
GIS Database Update	Year-long activity
REGIS Database Update	Monthly
Provision of data, maps, applications, reports	As needed

2.0 Long-Range Planning

GVMC will identify transportation system planning tasks related to the development of a sustainable multimodal transportation system. Priorities include maintaining and updating the travel demand model in preparation for the next update to the Metropolitan Transportation Plan (MTP), maintaining and continuing implementation work related to recommendations from the 2045 MTP, identifying long-range needs, developing multimodal investment strategies and project prioritization processes, air quality conformity, environmental justice, environmental mitigation, consultation, and linking land use decision-making and transportation planning throughout the region in a more effective way.

TABLE 7 LONG-RANGE PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$200,458	Person Weeks	68.35
GVMC Local Match	\$44,452	Salaries	\$78,736
		Fringes	\$29,919
		Direct Cost	\$27,351
		Indirect Cost	\$98,903
		Contractual CPG	\$10,000
Total	\$244,909	Total	\$244,909

Activities

Travel Demand/Air Quality Modeling

Objectives | Procedures | Tasks

- Begin the model update process in preparation for the development of the next MTP.
- Continuously increase the accuracy of the travel demand and the air quality forecasting models by maintaining the model performance measure tool(s), updating the input data with current up-to-date information, and performing validation and simulation runs.
- Use the model to monitor/analyze system performance due to the impacts of capacity-related projects, and transportation investment/land use scenarios.
- Perform travel demand modeling tasks associated with updates to and implementation of the 2045 MTP.
- Participate in/conduct MITC-IAWG meetings, as needed, and support MDOT’s air quality modeling efforts.

2045 Metropolitan Transportation Plan

Objectives | Procedures | Tasks

- Maintain the 2045 Metropolitan Transportation Plan (MTP).
- Work to achieve progress on recommendations identified in 2045 MTP.
- Monitor and ensure compliance with all federal performance measures.
- Begin preliminary work for 2050 MTP.
- Improve upon environmental justice (EJ) and accessibility study efforts.
- Review and update (if necessary) GVMC’s Title VI and LEP plans.
- Continue to participate in the development of the State Long Range Transportation Plan

Land Use and Transportation Coordination

Objectives | Procedures | Tasks

- Link land use decision-making and transportation planning throughout the region in a more effective way, through monitoring the development of local land use and transportation plans and coordinating with regional partners.
- Use updated land use related socio-economic data to develop potential land use scenarios for analysis in the MTP update process.
- Through collaboration with REGIS, contribute to the maintenance of the regional zoning and future land use geodatabases.
- Review regional land use changes stimulated by transportation investments and transportation investments stimulated by regional land use changes, with the goal of ensuring better integration of transportation planning and land use.

Nonmotorized Planning

Objectives | Procedures | Tasks

- Help promote and enhance nonmotorized activities within the MPO planning process.
- Develop/update the nonmotorized plan (bike and pedestrian) as a part of the Metropolitan Transportation Plan.
- Research/develop a regional nonmotorized count program and uniform standards in accordance with existing local, state, and national standards.
- Study of regional non-motorized wayfinding needs and uniform standards that can be applied to address these needs.
- Supplement GVMC ongoing activities and responsibilities regarding multi-modal transportation planning in accordance with the FAST Act.

TABLE 8 LONG-RANGE PLANNING TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Model Technical Report	Year-long activity
Maps & Data, including Air Quality Data	Year-long activity
Participate in MITC-IAWG meetings	As needed
MTP Update/Amendment	Year-long activity
MTP Process Update	Year-long activity
Expanded Consultation Process	Year-long activity
Expanded Environmental Justice and Accessibility Efforts	Year-long activity
Review and update Title VI, ADA, and LEP documents	As needed
Begin initial work for 2050 MTP	Year-long activity
Engagement and Coordination with MPO Members	Ongoing
Land Use TDM Scenario Development	Year-long activity
Nonmotorized Subcommittee Meetings	As needed
An up-to-date regional bicycle and pedestrian plan	Year Long Activity
Up-to-date nonmotorized project list	Year-long activity

3.0 Short-Range Planning

GVMC will identify transportation system planning tasks related to short range transportation systems planning. Priorities include the development of the FY2023-2026 Transportation Improvement Program (TIP), maintenance/update of the FY2020-2023 TIP, providing technical assistance to MPO members, freight planning, safety planning, security, public participation, air quality conformity, and managing the Clean Air Action Program.

TABLE 9 SHORT-RANGE PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$376,333	Person Weeks	118.78
CMAQ	\$80,000	Salaries	\$140,321
GVMC Local Match	\$103,450	Fringes	\$53,322
		Direct Cost	\$154,879
		Indirect Cost	\$176,261
		Contractual CPG	\$10,000
		Contractual CMAQ	\$25,000
Total	\$559,783	Total	\$559,783

Activities

Transportation Improvement Program (TIP)

Objectives | Procedures | Tasks

- Develop the FY2023-2026 TIP in a manner consistent with performance-based planning and programming requirements.
- Maintain and update, as needed, the FY2020-2023 TIP as required by the FAST Act in cooperation with ITP, MDOT, FHWA, and FTA.
- Monitor the progress of FY2022 projects throughout the year to assure that federal funds returned to the area will be spent in a timely manner.
- Continue working cooperatively toward improving upon JobNet and streamline the STIP/TIP processes.
- GVMC and Transit Authority staff will review annual capital equipment and facilities needs in relation to previous and current programs, including short-range transit planning efforts.
- Update the FY2020-2023 TIP to assure continued FAST Act compliance based on the latest performance-based planning requirements.
- Participate in/conduct MITC-IAWG meetings, as needed, to ensure that TIP amendments are air quality compliant.
- Conduct environmental justice (EJ) analyses and consultation in support of the federal fundamental EJ principles and in accordance with the GVMC Public Participation Plan. MPO staff will review and update the Public Participation Plan, as necessary, and work to expand and improve the consultation process.

Technical Assistance

Objectives | Procedures | Tasks

- Provide technical assistance to GVMC member communities and MDOT as requested, to improve traffic flow and safety and/or to assess the traffic impact of proposed developments on major corridors.
- Participate in Corridor Advisory Boards, WESTRAIN, and other boards/committees as requested.
- Provide trainings as requested.
- Review and respond to air quality conformity guidelines being issued by the EPA and Michigan Department of Environment, Great Lakes, and Energy.
- Participate, as needed, in the US-131/I-96 Corridor (PEL) Analysis.
- Conduct activities needed to proactively address rulemakings and guidance resulting from the enactment of the FAST Act/current surface transportation legislation.
- Produce technical memorandums and processes, as needed, that communicate how to address federal planning requirements.

Clean Air Action Program

Objectives | Procedures | Tasks

- Provide public education and information regarding climate change and reduction of greenhouse mobile emissions.
- Promote educational information programs for K-12 curriculum.
- Encourage voluntary actions to help maintain seasonal ozone air quality levels and annual fine particulate matter standards in Kent and Ottawa Counties.
- Participate in EPA Advance program for ground-level ozone and PM2.5, finalize our Advance Plan, and work to achieve the objectives of the Plan.
- Contract with media outlets to promote public education to help get the Clean Air Action message out correctly.
- Coordinate with ITP regarding free bus rides and the WMTOC to get notices up on the DMS signs on the highway when Clean Air Action Days are called.
- Attend community events to promote the program.
- Maintain our social media presence, the website and phone hotline.
- Rotate the display between member jurisdictions and other organizations.
- Supplement GVMC/MDOT/MDEGLE ongoing activities and responsibilities regarding air quality planning under the Clean Air Act Amendments of 1990 and the FAST Act.

Freight

Objectives | Procedures | Tasks

- Finalize and maintain a regional Freight Plan.
- Coordinate with local officials and the area chambers of commerce to identify and monitor freight needs and routes, including first- and last-miles challenges, curb management, and delivery services.
- Work closely with local officials and interest groups to inventory and integrate freight routes and intermodal facilities within the metropolitan area.
- Assess freight movement and reliability to comply with FAST Act/current surface transportation legislation requirements, including performance-based planning requirements.

- Determine ways to provide freight data and information to members throughout the year, especially during project selection processes.

Public Involvement

Objectives | Procedures | Tasks

- Investigate new ways to improve and expand outreach to underserved communities and the public at large, especially in light of impacts related to the coronavirus pandemic.
- Continue to expand and improve upon the consultation process.
- Maintain and update, as necessary, the consultation plan.
- Review and update, as necessary, the Public Participation Plan.
- Continue to build partnerships with organizations to help promote GVMC's work products.
- Review and update, as necessary, the Limited English Proficiency Plan and Title VI Plan.

Safety Conscious Planning

Objectives | Procedures | Tasks

- Update GVMC's safety plan to identify the region's key safety needs and add the latest crash facts data to guide investment decisions to reduce fatalities and serious injuries.
- Provide for consideration of projects and strategies that will increase the safety and security of the transportation system for motorized and nonmotorized users per federal requirements.
- Achieve road safety improvements through measurable changes targeted at the whole network.
- Investigate new and emerging safety data tools.
- Integrate safety considerations into the transportation planning processes at all levels.
- Continue to develop and expand safety outreach campaign activities which may include lunch and learns with a safety theme, school talks, promotional giveaways, videos, media campaigns, and resource materials.

TABLE 10 SHORT-RANGE PLANNING TASK/PRODUCT TIMELINE

Activity/Product	Timeline
TIP Updates	Bi-Monthly
Annual listing of obligated TIP projects	December
Revised Public Participation Plan, LEP Plan, Title VI Plan, consultation plan	As necessary
An up-to-date four-year FY2020-2023 TIP	Year-long activity
FY2023 -2026 TIP	September
Participate in/conduct MITC-IAWG meetings	As needed
Performance Measures Development and Updates	Year-long activity
Policies, practices, and procedures document reflecting the new performance-based planning and programming process as required by federal legislation	Updated as needed
Trainings	As needed
Technical assistance with studies, committee, etc.	Year-long activity
Finalize Advance Plan	October-January
Achieve objectives of Advance plan	Year-long activity
CAA Media campaign	June-August
Promotional events	Year-long activity
Summary of activities undertaken during the previous year	September
Finalizing and maintaining a Freight Plan incorporating MDOT's updated Freight Plan	Year-long activity
A map and report that demonstrate the National Highway Freight Network (FN), critical urban/rural FN, GVMC regional FN and GVMC locally designated freight routes created with assistance with MDOT staff and local jurisdictions	Year-long activity
Meetings with Freight Committees	Year-long activity
Updated Safety Plan	Year-long activity
Identification and Mapping of High Crash Locations	Year-long activity
Safety goals, performance measures, targets, and monitoring	Year-long activity
Safety Outreach Campaign	Year-long activity

4.0 Transportation Management Systems

GVMC will monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting and analyzing transportation system data, coordinating with MDOT and local transportation providers, developing congestion and pavement investment plans, maintenance of the congestion management process, continuing development of an asset management system, and implementation and monitoring of ITS solutions as a part of operation and management requirements.

TABLE 11 TRANSPORTATION MANAGEMENT SYSTEMS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$162,076	Person Weeks	33.65
MTF	\$24,000	Salaries	\$39,058
GVMC Local Match	\$35,940	Fringes	\$14,842
		Direct Cost	\$106,554
		Indirect Cost	\$49,062
		Contractual CPG	\$12,500
Total	\$222,016	Total	\$222,016

Activities

Pavement Management Systems

Objectives | Procedures | Tasks

- Update the Pavement Management System for GVMC member agencies that covers all the federal aid roadway system and portions of the local network.
- Provide the tools and data to prioritize resurfacing and reconstruction projects for the federal aid system.
- Coordinate with State and Federal partners on the implementation of pavement performance measures and targets.
- Metro Council will replace the Pavement Data Collection Van with updated computer hardware and software to ensure collection of data related to federal performance measures. Reimbursement schedule is based on a five-year depreciation timeline and included as a direct cost.
- Contract the services of the Data Collection Van from the Metro Council. Expenses associated with data collection equipment rental are included in the contractual budget.

Congestion Management System

Objectives | Procedures | Tasks

- Update and maintain the Congestion Management Process for GVMC member agencies using the information/data collected by the GVMC, MDOT and other available sources.
- Coordinate with local units of government to develop congestion mitigation strategies and prioritize the improvements on the federal aid system.
- Review and update Intelligent Highway System (ITS) solutions/projects according to the ITS deployment plan developed for the region and evaluate ITS implementation strategies in the region.

- Participate in any updates to the regional ITS architecture and deployment plan.

Asset Management

Objectives | Procedures | Tasks

- Use the resources allocated to the Metropolitan Planning Organization (MPO) from the Transportation Asset Management Council (TAMC) annual budget to assist in the completion of the TAMC Work Program.

The resources allocated to the Metropolitan Planning Organization (MPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. Staff will Prepare a draft status report of Public Act 51 agency Asset Management activities and plans within the MPO boundary by September 30 of each year and will create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and Public Act 51 Legal System; provide links to the Regional Annual Report on agency website; and submit copies to the TAMC Coordinator by April 1 of each year.

All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC’s data collection policies, which are located on the TAMC website (<http://tamc.mcgi.state.mi.us/TAMC/#/aboutus>). The MPO will emphasize these tasks to support the top 125 Public Act 51 agencies (agencies that certify under Public Act 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities eligible for TAMC reimbursement are listed below.

ELIGIBLE ACTIVITIES

- Training Activities
 - Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
 - Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the spring or fall TAMC Conference.
 - Attend TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
 - Attend TAMC-sponsored Asset Management Plan Development training seminars.
- Data Collection Participation and Coordination
 - Federal Aid System:
 - Organize schedules with Public Act 51 agencies within MPO/RPO’s boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
 - Coordinate, participate and facilitate road surface data collection on approximately one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
 - Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University’s Center for Technology and Training.

- Non-Federal Aid System:
 - The RPO/MPO may allocate reimbursements for Non-Federal Aid data collection to Public Act 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work.
 - Coordinate Non-Federal Aid data collection cycles with Public Act 51 agencies with an emphasis on the top 125 agencies.
 - Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting Non-Federal Aid data.
 - Participate and perform data collection with Public Act 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.
- Equipment
 - Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
 - Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.
- Data Submission
 - Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
 - Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and Non-Federal Aid Roads.
 - Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
 - Provide links on agency websites and reports to the TAMC website, interactive maps and dashboards for the dissemination of roadway data.
- Asset Management Planning
 - Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
 - Provide an annual reporting of the status of Public Act 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
 - Provide technical assistance and training funds to Public Act 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.
- Technical Assistance
 - Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
 - Integrate PASER ratings and asset management into project selection criteria:

- Analyze data and develop road preservation scenarios.
- Analyze performance of implemented projects.

TABLE 12 TRANSPORTATION MANAGEMENT SYSTEMS TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Pavement management data collected by staff for the federal aid system	April through September
Deficiency and monitoring report produced by staff	January-February
Procedural guidelines, and a priority needs list produced by staff	December
System condition goals(s); System condition performance measure(s)	January-February
Congestion Management Data Files and Updates	Year-long activity
System Operation Goals and Performance Measures	Year-long activity
Congestion Management Process Report	Year-long activity
RoadSoft files	October
PASER data for Federal Aid System submitted to TAMC via the IRT	December
PASER data for Non-Federal Aid System submitted to TAMC via the IRT	December
Annual Report of Asset Management program activities and summary of annual PASER condition data	February-March
Draft status report of Public Act 51 agency Asset Management activities and plans within MPO boundary	September

5.0 ITP-Rideshare

The objective of the Rapid’s rideshare and vanpool program (West Michigan Rideshare) is to encourage carpooling, vanpooling and other modes of alternative transportation as part of a greater effort to reduce the number of single occupancy vehicles on the road. West Michigan Rideshare offers transportation resources for employers in Kent, Ottawa and Allegan Counties, including free online carpool matching and coordination of vanpool formation. The alternative transportation options offered result in a reduced number of single occupancy vehicles on the roadways, reduced traffic congestion, fuel consumption and improved air quality while promoting sustainability initiatives.

TABLE 13 RIDESHARE TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
CMAQ	\$150,000	Salaries, Fringes, Direct, Indirect	\$150,000
		Contractual	\$0
Total	\$150,000	Total	\$150,000

Procedures | Tasks

- Administration of The Rapid Van program, including fleet management, recruitment, and support for program participants.
- Collaborate with local employers, professional associations, non-profits and media outlets, in order to increase the level of interest in rideshare opportunities throughout the region.
- Develop education toolkits and strategies for educating the public on the benefits of alternate modes of transportation, particularly vanpool and rideshare.
- Oversee the online rideshare matching platform RidePro. Analyze statistics available through RidePro and all current rideshare programs, to determine trends related to savings and environmental benefits that can help develop products to ultimately increase the number of active site users.
- Engage in extensive grassroots outreach to public and key stakeholders throughout the region, especially in areas underserved by fixed route and other public transportation options.

TABLE 14 RIDESHARE TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Identification of areas for program growth, prioritizing opportunities for increasing vanpool and rideshare activities along heavy traffic corridors	Year-long activity
Brand audit and cohesive outreach strategy	Year-long activity
User-friendly rideshare platform	Year-long activity

6.1 ITP-Community Outreach

As the Rapid plans for its future service and customer experience, community and customer data are critical to planning for what is next. The objective is to do research to determine the need for future transportation studies and initiatives to better serve The Rapid’s customers and community at large. Non-rider community member data, customer perceptions, ridership insight, and other key information will drive our community outreach, education, awareness, and best determine our most critical transit needs. The data gained through this research will be used to determine the best use of operational funds as the agency works to shape messages and a cohesive community strategy to convey the benefits of public transportation and continue to meet the everchanging needs of the community. Agency staff will work in conjunction with consultant assistance to achieve these objectives.

TABLE 15 COMMUNITY OUTREACH TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$144,000	Direct, Indirect	\$36,000
MDOT Match	\$36,000	Contractual	\$144,000
Total	\$180,000	Total	\$180,000

Procedures | Tasks

- Conduct market research to understand general community perceptions.
- Survey customers for perceptions of services and customer experience.
- Analyze past and present ridership and community insights to assess the need for certain transportation studies and initiatives to advance the agency’s mission.
- Utilize research to develop outreach products designed to attract choice riders, enhance customer experience for transit-dependent customers, and provide comprehensive information to stakeholders and the community at large promoting the benefits of public transportation.

TABLE 16 RIDESHARE TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Conduct surveys	Year-long activity
Generate quantitative and qualitative insights to plan for future studies and initiatives, drive communications strategy, produce community information assets, guide operational fund usage, and establish community programs	Year-long activity

6.2 ITP-Long-Range Transportation Planning

Initiate an updated Transit Master Plan (TMP). A new TMP will maximize the value that public transportation has as an MPO Planning priority and identify the strategic direction for public transportation over the next 20 years. In addition to the existing TMP being over ten (10) years old, the emergence from the pandemic will require a comprehensive and exhaustive assessment to provide an up-to-date blueprint for the most effective and efficient regional transit provisions. Combining this TMP with other updated regional smart growth strategies will ensure the greatest impact public transportation can have for our region with our unified commitment to competitive and sustainable growth. This will be a multi-year work item.

TABLE 17 ITP LONG- RANGE TRANSPORTATION PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$252,000	Direct, Indirect	\$63,000
MDOT Match	\$63,000	Contractual	\$252,000
Total	\$315,000	Total	\$315,000

Procedures | Tasks

- Identify a scope of work with all MPO stakeholders.
- Form a Project Management Team composed of staff from ITP, municipal planning (land-use and transportation), GVMC, and MDOT.
- Establish a TMP Task Force composed of regional community leaders to guide the project process and recommendations.
- Assemble a Technical Advisory Committee – an expanded form of the Project Management Team composed of additional technical staff from the partnering regional study area.
- Compose a Project Management Plan that will identify the process to achieve the desired outcomes.
- Analyze all data related to housing, jobs, mobility, economic development, land-use planning, and other key measurable elements within the region to produce an existing condition report that identifies system strengths, challenges, and opportunities for optimizing the future transit needs.
- Create a finance plan to guide the TMP outcome into successful implementation.
- Establish a robust Public Involvement Plan to provide a vast array of public feedback opportunities.
- Develop an action plan for implementation.

TABLE 18 LONG-RANGE TRANSPORTATION PLAN TASK/PRODUCT TIMELINE

Activity/Product	Timeline
TMP report with implementation plan	Year-long activity

6.3 ITP – Transit Technology Strategic Plan

The Rapid is looking to partner with a transit technology consultant to attain technical support on new customer facing technologies and Intelligent Transportation System (ITS) options and to assist in development of a long-range transit technology strategic plan, as well as developing the necessary materials for bid solicitation and support for implementation. Goals for this process are to identify new technology solutions that can improve operational efficiency, cost effectiveness, security, safety, marketing, and overall customer experience.

Areas of interest for this study and long-range technology plan include bus technology, bus platforms and terminals, websites, apps, and other methods of customer interaction that can help improve The Rapid’s customer communication and experience.

TABLE 19 ITP TRANSIT TECHNOLOGY STRATEGIC PLAN TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$120,000	Direct	\$25,000
MDOT Match	\$30,000	Contractual	\$125,000
Total	\$150,000	Total	\$150,000

Procedures | Tasks

- Conduct a study of new and existing technology solutions that enhance or improve services for The Rapid’s public facing areas. These systems include passenger facing information systems, fare collection, bus signal priority technology and Advanced Driver Assistance Systems (ADAS).
- Conduct a peer review study to determine what systems other transit agencies are implementing and lessons learned from those agencies.
- Conduct stakeholder outreach to get feedback on technology solutions. Stakeholders include customers, the general public, and Rapid staff. Outreach activities could include surveys, focus groups and public meetings.
- Study the transit technology industry to determine what options are currently available and how they could be applied to the Rapid.
- Develop a long-range technology and ITS proposed strategy for development of these systems.
- Develop specification and scope or work materials for these selected solutions.
- Create list of possible bidders for each selected project to be utilized by The Rapid in subsequent procurements.

TABLE 20 TRANSIT TECHNOLOGY STRATEGIC PLAN TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Long-Range customer facing technology plan and recommended solutions	Year-long activity

6.4 ITP – Fleet Transition Plan

The objective is to develop a comprehensive Zero-Emission Bus (ZEB) Transition Plan that supports The Rapid’s efforts to a long-term fleet management plan that include zero-emission buses. The Rapid will use technical assistance and expertise from a third-party consultant to build upon and enhance the existing Zero-Emissions Bus Transition Plan. Areas of study will include evaluation of current zero emission bus technology and how it would perform in The Rapid’s environment, selection of what specific zero emission bus technologies are best suited to The Rapid, facility and workforce development needs, and what fueling/charging solutions The Rapid should use. Evaluation and research will provide Rapid staff strategies and detailed plans to improve decision making and practices for planning, implementing and operating ZEBs long term.

TABLE 21 ITP FLEET TRANSITION PLAN TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$120,000	Direct	\$25,000
MDOT Match	\$30,000	Contractual	\$125,000
Total	\$150,000	Total	\$150,000

Procedures | Tasks

- Review The Rapid’s existing Zero-Emission Bus Transition Plan and conditions of The Rapid’s services.
- Conduct a peer review study to determine what systems other transit agencies are implementing and lessons learned from those agencies.
- Study the current state of Zero Emission Bus technologies and how they could be applied to the Rapid.
- Based on this research, select a ZEB mode(s) moving forward and the best fueling/charging methods for implementing this solution.
- Create a detailed implementation plan for The Rapid’s transition to a ZEB fleet. This will include vehicle and fueling system specifications, workforce development needs, and any modifications that need to be made to existing facilities.
- Develop specification and scope or work materials for these selected solutions.
- Update The Rapid’s Zero-Emission Bus Transition Plan based on the findings of this study.

TABLE 22 TRANSIT TECHNOLOGY STRATEGIC PLAN TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Updated Zero-Emissions Bus Transition Plan	Year-long activity

7.0 Program Coordination

GVMC will continue to carry out functions required to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, environmental justice, environmental mitigation, Title IV, ADA policy, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units. This task will also provide a platform to encourage and support regional cooperation and consolidation of regional transportation services.

TABLE 23 TRANSPORTATION MANAGEMENT SYSTEMS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$193,599	Person Weeks	47.1
GVMC Local Match	\$42,930	Salaries	\$84,036
		Fringes	\$31,934
		Direct Cost	\$14,999
		Indirect Cost	\$105,560
Total	\$236,529	Total	\$236,529

Administration

Objectives | Procedures | Tasks

- Direct staff planning efforts under the FY2022 Unified Planning Work Program.
- Provide reports on program activities and expenditures to the ITP Board, Metro Council, GVMC transportation Committees, MDOT, and FTA.
- Provide a platform to encourage regional cooperation and consolidation of transportation to achieve savings and be more efficient.
- Prepare monthly and year-end progress and billing reports to MDOT on CPG, STP-U, HIP, MTF, and CMAQ funded planning activities.
- Provide reports on program work to the ITP Board and GVMC Committees.
- Participate in meetings and processing of correspondence with MDOT and FHWA/FTA related to oversight of the planning program.
- Participate in meetings throughout the MPO study area to facilitate regional cooperation and consolidation of transportation services.
- Educate MPO members and stakeholders about the federal planning requirements and benefits.
- Direct the implementation of federal planning requirements.

TABLE 24 PROGRAM COORDINATION TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Progress Reports	Monthly
Year-end Report	December
Committee Meetings	Monthly
UPWP Development	February through May
Billings	Monthly
Other MPO member and Stakeholder Meetings	As needed

8.0 Special Planning Studies

In response to member community feedback, GVMC will lead efforts related to special regional planning studies. Priorities for FY2022 include a regional Transportation Demand Management (TDM) study and an Airport Access study.

TABLE 25 SPECIAL PLANNING STUDIES TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
STP-U	\$150,000	Person Weeks	11.25
GVMC Local Match	\$37,500	Salaries	\$14,484
HIP-COVID Relief	\$235,708	Fringes	\$5,504
		Direct Cost	\$7,471
		Indirect Cost	\$18,194
		Contractual STP-U	\$162,555
		Contractual HIP-C	\$215,000
Total	\$423,208	Total	\$423,208

Activities

Airport Access Study

Objectives | Procedures | Tasks

- In coordination with regional planning partners, contract with a consultant team to complete an Airport Area Access Study.
- Identify needs, evaluation access options, and assess impacts to the local and state transportation network.
- Consider airport growth, land use and travel pattern changes, and multi-modal cargo transportation needs.
- Identify options for improved connections and access to the airport to support economic development and vitality, enhancing the global competitiveness of the region, and enhancing travel and tourism.

Regional Transportation Demand Management (TDM) Study

Objectives | Procedures | Tasks

- In coordination with regional planning partners, contract with a consultant team to complete regional TDM Study.
- Develop a coordinated regional TDM strategy that includes recommended funding sources, lead agencies, and realistic mode shift goals.
- Outline potential implementation strategies for local communities and The Rapid to implement.

TABLE 26 SPECIAL PLANNING STUDIES TASK/PRODUCT TIMELINE

Activity/Product	Timeline
RFP development and advertisement	October-November
Solidify consultant teams	December
Coordination with regional planning partners and stakeholders	Year-long activity
Reports to Committees on study progress	Quarterly
Airport Access Study Report	September
TDM Study Report	September

Appendix A: Budget by Performing Agency

**GRAND VALLEY METROPOLITAN COUNCIL/TRANSPORTATION DIVISION
FY2022 UNIFIED PLANNING WORK PROGRAM**

Work Item	ITP EXPENDITURES					ITP REVENUES						CTF MATCH	ITP MATCH	TOTAL		
	CONTRACT	SALARY	FRINGES	DIRECT	TOTAL	CMAQ	CMAQ MATCH	FTA SEC 5339	FTA-5339 MATCH	FTA SEC 26(c)	FTA SEC 5307					
1.0 DATA BASE MANAGEMENT																
Demographic & Economic Projections																
Traffic Volumes & Physical Conditions																
Performance Data Management																
Geographic Information System Maintenance & Update																
Contractual Services																
SUBTOTAL																
2.0 LONG RANGE PLANNING																
Travel Demand/Air Quality Modeling																
Contractual Services																
MTP, LU, NM																
SUBTOTAL																
3.0 SHORT RANGE PLANNING																
Transportation Improvement Program (TIP)																
Technical Assistance																
Contractual Services																
Clean Air Action Program																
Contractual Services																
Freight																
Contractual Services																
Public Involvement																
Contractual Services																
Safety Conscious Planning																
SUBTOTAL																
4.0 TRANSPORTATION MANAGEMENT SYSTEMS																
Pavement Management System																
Contractual Services																
Congestion Management System																
Contractual Services																
Asset Management***																
SUBTOTAL																
5.0 RIDESHARE																
Rideshare	\$ -			\$ 150,000	\$ 150,000	\$ 150,000										\$ 150,000
SUBTOTAL	\$ -			\$ 150,000	\$ 150,000	\$ 150,000										\$ 150,000
6.1 COMMUNITY OUTREACH																
Community Outreach	\$ 144,000			\$ 36,000	\$ 180,000					\$ 144,000	\$ 36,000					\$ 180,000
SUBTOTAL	\$ 144,000			\$ 36,000	\$ 180,000					\$ 144,000	\$ 36,000					\$ 180,000
6.2 LONG-RANGE TRANSIT PLAN																
Long-Range Transit Plan	\$ 252,000			\$ 63,000	\$ 315,000					\$ 252,000	\$ 63,000					\$ 315,000
6.3 Transit Technology Strategic Plan																
Transit Technology Strategic Plan	\$ 125,000			\$ 25,000	\$ 150,000					\$ 120,000	\$ 30,000					\$ 150,000
6.4 Fleet Transition Plan																
Fleet Transition Plan	\$ 125,000			\$ 25,000	\$ 150,000					\$ 120,000	\$ 30,000					\$ 150,000
SUBTOTAL	\$ 646,000			\$ 149,000	\$ 795,000					\$ 636,000	\$ 159,000					\$ 795,000
7.0 PROGRAM COORDINATION																
Administration																
SUBTOTAL																
8.0 Special Planning Studies																
Airport Access Study																
Contractual Services																
Regional TDM Study																
Contractual Services																
SUBTOTAL																
TOTALS	\$ 646,000			\$ 299,000	\$ 945,000	\$ 150,000				\$ -	\$ 636,000	\$ 159,000				\$ 945,000

GRAND VALLEY METROPOLITAN COUNCIL/TRANSPORTATION DIVISION						
FY2022 UNIFIED PLANNING WORK PROGRAM						
Work Item	MDOT		MDOT			AGENCY
	EXPENDITURES	SPR	REVENUES MATCH	TOTAL		GRAND TOTAL
1.0 DATA BASE MANAGEMENT						
Demographic & Economic Projections	\$ 4,159	\$ 3,327	\$ 832	\$ 4,159		\$ 32,178
Traffic Volumes & Physical Conditions	\$ -	\$ -	\$ -	\$ -		\$ 147,513
Performance Data Management	\$ -	\$ -	\$ -	\$ -		\$ 49,548
Geographic Information System Maintenance & Update	\$ 2,033	\$ 1,626	\$ 407	\$ 2,033		\$ 37,348
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ 25,900
SUBTOTAL	\$ 6,192	\$ 4,954	\$ 1,238	\$ 6,192		\$ 292,487
2.0 LONG RANGE PLANNING						
Travel Demand/Air Quality Modeling	\$ 35,979	\$ 28,783	\$ 7,196	\$ 35,979		\$ 77,206
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ 10,000
MTP, LU, NM	\$ 43,704	\$ 34,963	\$ 8,741	\$ 43,704		\$ 185,403
SUBTOTAL	\$ 79,683	\$ 63,746	\$ 15,937	\$ 79,683		\$ 272,609
3.0 SHORT RANGE PLANNING						
Transportation Improvement Program (TIP)	\$ 13,213	\$ 10,570	\$ 2,643	\$ 13,213		\$ 115,886
Technical Assistance	\$ 13,213	\$ 10,570	\$ 2,643	\$ 13,213		\$ 111,606
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ -
Clean Air Action! Program	\$ -	\$ -	\$ -	\$ -		\$ 75,000
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ 25,000
Freight	\$ 20,327	\$ 16,262	\$ 4,065	\$ 20,327		\$ 71,405
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ -
Public Involvement	\$ -	\$ -	\$ -	\$ -		\$ 82,676
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ -
Safety Conscious Planning	\$ -	\$ -	\$ -	\$ -		\$ 107,708
SUBTOTAL	\$ 46,753	\$ 37,402	\$ 9,351	\$ 46,753		\$ 589,283
4.0 TRANSPORTATION MANAGEMENT SYSTEMS						
Pavement Management System	\$ 7,114	\$ 5,691	\$ 1,423	\$ 7,114		\$ 115,043
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ 12,500
Congestion Management System	\$ 6,099	\$ 4,879	\$ 1,220	\$ 6,099		\$ 76,973
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ -
Asset Management***	\$ -	\$ -	\$ -	\$ -		\$ 24,000
SUBTOTAL	\$ 13,213	\$ 10,570	\$ 2,643	\$ 13,213		\$ 228,517
5.0 RIDESHARE						
Rideshare	\$ -	\$ -	\$ -	\$ -		\$ 165,454
SUBTOTAL	\$ -	\$ -	\$ -	\$ -		\$ 165,454
6.1 COMMUNITY OUTREACH						
Community Outreach	\$ -	\$ -	\$ -	\$ -		\$ 66,950
SUBTOTAL	\$ -	\$ -	\$ -	\$ -		\$ 75,000
6.2 LONG-RANGE TRANSIT PLAN						
Long-Range Transit Plan	\$ -	\$ -	\$ -	\$ -		\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ -		\$ 141,950
7.0 PROGRAM COORDINATION						
Administration	\$ 40,655	\$ 32,524	\$ 8,131	\$ 40,655		\$ 256,529
SUBTOTAL	\$ 40,655	\$ 32,524	\$ 8,131	\$ 40,655		\$ 256,529
8.0 Special Planning Studies						
Airport Access Study	\$ -	\$ -	\$ -	\$ -		\$ 29,945
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ 162,555
Regional TDM Study	\$ -	\$ -	\$ -	\$ -		\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -		\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ -		\$ 192,500
TOTALS	\$ 186,496	\$ 149,197	\$ 37,299	\$ 186,496		\$ 2,139,330

Appendix B: Replacement Pavement Data Collection Van Depreciation Schedule

Total Budget: \$203,905

Useful Life: 5 Years

Depreciation Method: Straight Line

Period	Beginning	Depreciation	Ending
Year 1 – 2022	\$203,905	\$40,781	\$163,124
Year 2 – 2023	\$163,124	\$40,781	\$122,343
Year 3 – 2024	\$122,343	\$40,781	\$81,562
Year 4 – 2025	\$81,562	\$40,781	\$40,781
Year 5 – 2026	\$40,781	\$40,781	\$0

Appendix C: FY2022 UPWP Resolutions



GRAND VALLEY METROPOLITAN COUNCIL

ADA TOWNSHIP • ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDING • BYRON TOWNSHIP • CALEDONIA • CALEDONIA TOWNSHIP • CANNON TOWNSHIP • CASCADE TOWNSHIP
CEDAR SPRINGS • COOPERSVILLE • COURTLAND TOWNSHIP • EAST GRAND RAPIDS • GAINES TOWNSHIP • GEORGETOWN TOWNSHIP • GRAND RAPIDS • GRAND RAPIDS TOWNSHIP • GRANDVILLE
GREENVILLE • HASTINGS • HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • LOWELL • LOWELL TOWNSHIP • MIDDLEVILLE • NELSON TOWNSHIP
OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SAND LAKE • SPARTA • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

ATTACHMENT C

RESOLUTION FOR APPROVAL OF FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM

WHEREAS, the Grand Valley Metropolitan Council, as of January 1, 1992, is the designated Metropolitan Planning Organization (MPO) according to the provisions of title 23 of the U.S. Code, Section 135; and

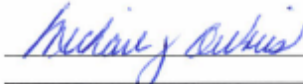
WHEREAS, the continuing, cooperative, and comprehensive urban transportation planning process for the Grand Rapids urbanized area has been certified according to the requirements of 23 CFR 450.114 (c); and

WHEREAS, the proposed FY2022 UPWP addresses all federal planning factors and Michigan Planning Program Emphasis Areas; and

WHEREAS, the Transportation Policy Committee and the GVMC Executive Committee have reviewed the work program and corresponding budget and recommend its approval;

NOW, THEREFORE, BE IT RESOLVED that the GVMC Board approves the adoption of the Unified Planning Work Program for Fiscal Year 2022.

At the Board Meeting held on May 6, 2021 a motion was made by Donovan supported by Vanderberg to approve adoption of the FY2022 UPWP. The vote was 31 yes to 0 no. Motion Carried.



Michael DeVries
Chair, Grand Valley Metro Council

5/13/21

Date



GRAND VALLEY METROPOLITAN COUNCIL

ADA TOWNSHIP • ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDEN • BYRON TOWNSHIP • CALEDONIA • CALEDONIA TOWNSHIP • CANNON TOWNSHIP • CASCADE TOWNSHIP
CEDAR SPRINGS • COOPERSVILLE • COURTLAND TOWNSHIP • EAST GRAND RAPIDS • GAINES TOWNSHIP • GEORGETOWN TOWNSHIP • GRAND RAPIDS • GRAND RAPIDS TOWNSHIP • GRANDVILLE
GREENVILLE • HASTINGS • HUDSONVILLE • IOMA • JAMESTOWN TOWNSHIP • JUNE COUNTY • KENTWOOD • LOWELL • LOWELL TOWNSHIP • MEDOLEVILLE • NELSON TOWNSHIP
OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SAND LAKE • SPARTA • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

RESOLUTION TO APPROVE OF AN AMENDMENT TO
THE FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM

WHEREAS, the Grand Valley Metropolitan Council, as of January 1, 1992, is the designated Metropolitan Planning Organization (MPO) according to the provisions of title 23 of the U.S. Code, Section 135; and

WHEREAS, the continuing, cooperative, and comprehensive urban transportation planning process for the Grand Rapids urbanized area has been certified according to the requirements of 23 CFR 450.114 (c); and

WHEREAS, ITP-The Rapid has requested an amendment to the FY2022 UPWP to add budget and work activities for a Transit Technology Strategic Plan and a Fleet Transition Plan; and

WHEREAS, the proposed amended FY2022 UPWP continues to address all federal planning factors and Michigan Planning Program Emphasis Areas; and

WHEREAS, the Transportation Policy Committee and GVMC Executive Committee have reviewed the amended work program and corresponding budget and recommend its approval;

NOW, THEREFORE, BE IT RESOLVED that the GVMC Board approves the adoption of the amended Unified Planning Work Program for Fiscal Year 2022.

At the GVMC Board Meeting held on June 2, 2022 a motion was made by Cary supported by Moas to approve adoption of the amended FY2022 UPWP. The vote was All yes to None no. Motion Carried!


Jack Poll
Chair, Grand Valley Metro Council

6/2/22
Date

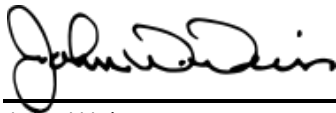
Appendix D: GVMC Transportation Planning Process Certification

In accordance with 23 CFR 450.334, the Michigan Department of Transportation and the Grand Valley Metropolitan Council the Metropolitan Planning Organization for the Grand Rapids urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 49 U.S.C. Section 5303, 23 U.S.C. 134, and 23 CFR part 405.334;
- II. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. Section 1101 of the Transportation Equity Act for the 21st Century (Pub. L. 105-178) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded project (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);
- IV. The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulation;
- V. The provision of 49 CFR part 20 regarding restrictions on influencing certain activities; and
- VI. Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d)). (Note--only for Metropolitan Planning Organizations with non-attainment and/or maintenance areas within the metropolitan planning area boundary).

Grand Valley Metropolitan Council
Metropolitan Planning Organization

Michigan Department of Transportation



John Weiss

Signature

Executive Director

Title

Title

05/21/2021

Date

Date

Appendix E: Certificate of Indirect Costs

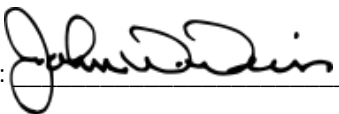
This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal for the fiscal year starting October 1, 2021 to establish billing or final indirect costs rates for fiscal year ending September 30, 2022 are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A 87). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Grand Valley Metropolitan Council

Signature:  _____

Name of Official: John Weiss

Title: Executive Director

Date of Execution: 05/21/2021

Appendix F: Public Involvement

Introduction

The Grand Valley Metropolitan Council (GVMC), as the Metropolitan Planning Organization (MPO), is required by the Fixing America's Surface Transportation (FAST) Act to explicitly set forth a Public Participation Plan (PPP) and process for transportation planning in order to receive transportation funds from the Federal Highway Administration and from the Federal Transit Administration. The actions and processes described in the PPP apply to transportation planning done by GVMC in conjunction with the work done by the transportation committees of the Council. The GVMC Public Participation Plan can be found at gvmc.org/public-involvement. The standards for this process are to be found in Title 23, Code of Federal Regulations, Part 450, and in Title 49, Code of Federal Regulations, Part 613 which requires that the public has reasonable opportunity to comment on transportation plans and programs.

UPWP Public Participation Process

Opportunity for public participation in the development of the FY2022 Unified Planning Work Program was in accordance with the GVMC Public Participation Plan (PPP). While public involvement was continuous throughout the development of the document, the PPP outlines two milestones when GVMC staff makes additional efforts to engage the public. These milestones occur at the following times:

1. Kickoff to UPWP Development
2. Adoption of Draft Document

Specific outreach strategies used during each milestone as well as engagement rates, where applicable, are detailed below.

Milestone 1: Kickoff to UPWP Development

Before the UPWP process begins, GVMC staff has committed to informing the public about the document's upcoming development with a notice on gvmc.org and through social media posts on GVMC's Twitter and Facebook page, and sharing those notices with The Rapid and LINC UP. GVMC posted the web notices on the UPWP and Latest Development pages and the social media posts on February 9, 2021. Examples of our web notice and Facebook and Twitter posts are included on the following pages.

FACEBOOK POST

The screenshot shows the Facebook page for Grand Valley Metropolitan Council. The left sidebar contains navigation options like 'Manage Page', 'Page', 'News Feed', 'Updates', 'Inbox', 'Business App Store', 'Resources & Tools', 'Manage Jobs', 'Notifications', and 'Insights'. The main content area features a post titled 'Grand Valley Metropolitan Council' published by Andrea Faber 21m ago. The post text states: 'GVMC will begin development of the FY2022 Unified Planning Work Program (UPWP) in February 2021. The UPWP will incorporate all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region during the fiscal year, as well as GVMC's annual operating budget. To learn more, please visit: <https://www.gvmc.org/unified-planning-work-program>'. Below the text is a map showing the location at 678 Front Ave NW, Ste 200, Grand Rapids, MI 49504. The post has 2 people reached and 1 engagement. A 'Boost Post' button is visible. A yellow highlight is placed around the post content and engagement metrics.

TWITTER POST

The screenshot shows the Twitter home page. The left sidebar includes navigation options like 'Home', 'Explore', 'Notifications', 'Messages', 'Bookmarks', 'Lists', 'Profile', and 'More'. The main content area shows a tweet from GVMC @GVMC - 37s. The tweet text is: 'GVMC will begin development of the FY2022 Unified Planning Work Program (UPWP) in February 2021, which includes all federally assisted state, regional, and local transportation planning activities proposed for the fiscal year and GVMC's budget.' Below the text is a profile picture of GVMC and a link to gvmc.org. The tweet has 4,883 tweets in reply. A yellow highlight is placed around the tweet content.

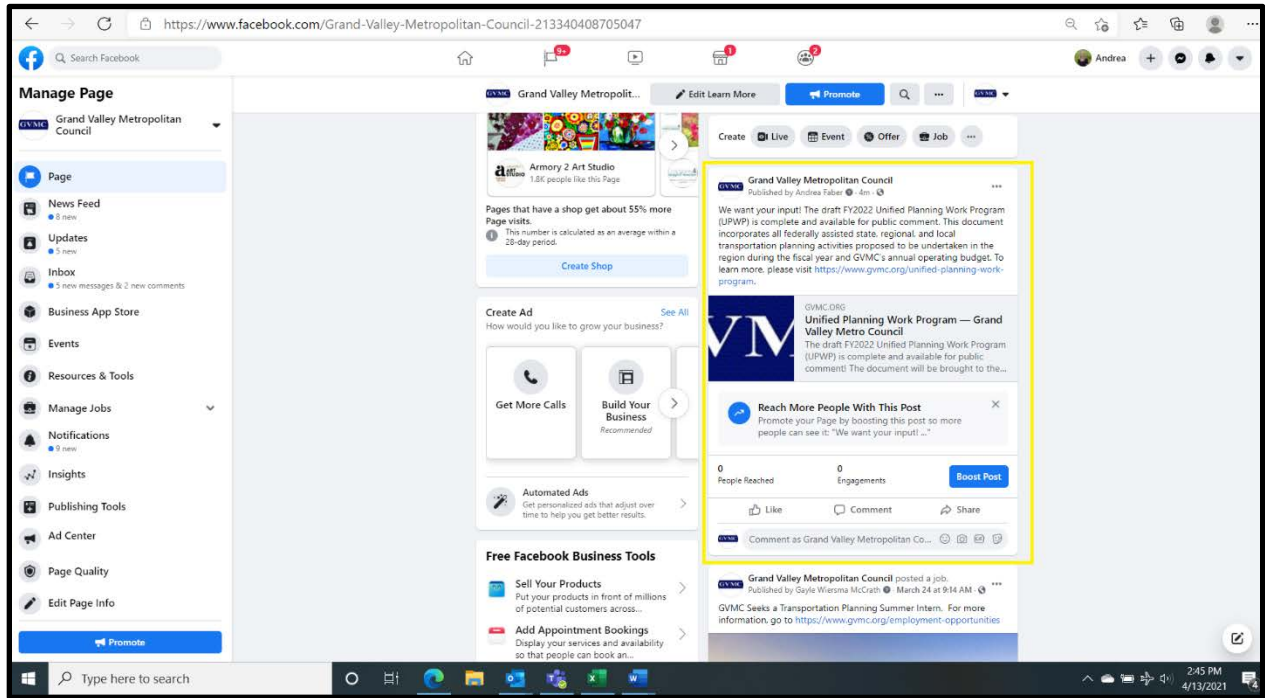
WEB POST EXAMPLE:



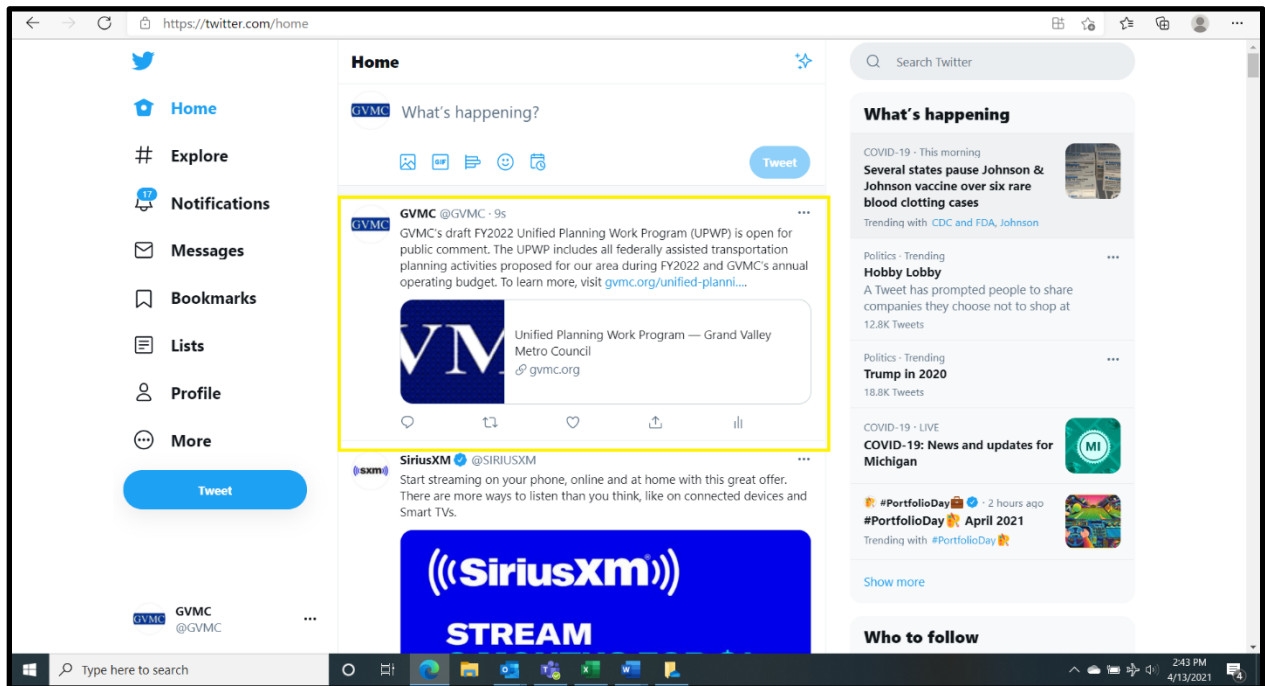
Milestone 2: Adoption of the Draft Document

As outlined in the PPP, once the draft UPWP document is complete, staff must bring the document to the Policy Committee and GVMC Board for approval. Public comment opportunities will be available at both meetings. The public will be notified of this public comment opportunity by postings on GVMC’s website on April 14, seven days before the Policy Committee meeting scheduled for Wednesday, April 21. Notices will also be published on Twitter and GVMC’s Facebook page on April 14 and will be shared with The Rapid and LINC UP. Examples of these notices are below.

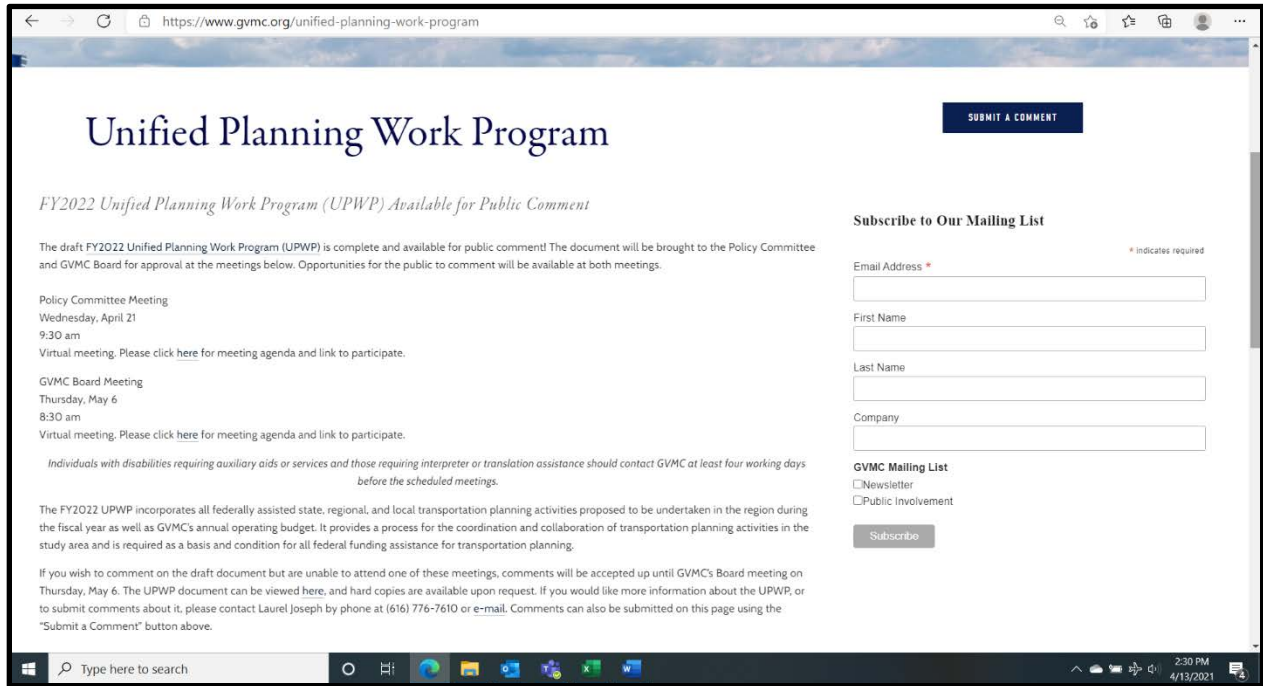
FACEBOOK POST



TWITTER POST



WEB POST EXAMPLE:



Public Meetings

There were public comment opportunities at the Policy Committee meeting on Wednesday, April 21 and at the GVMC Board meeting on Thursday, May 6. No public comments were received at either meeting.

Comments Received

No public comments were received during the development of the document.

Public Participation Summary Report

The table below outlines the expected number of people reached through our outreach efforts.

	Web Notice on Latest Developments Page	Web Notice on UPWP Page	Facebook Post	Twitter Post
Milestone 1	5 pageviews (between 2/9 and 4/1)	54 pageviews (between 2/9 and 4/1)	653 reached	43 impressions
Milestone 2	8	57	2,096 reached	1,620 impressions

Appendix G: MPO Technical and Policy Committee Membership

Ada Township

Policy Committee Representative: Julius Suchy (jsuchy@adatowshipmi.com)

Technical Committee Representative: Jim Ferro (jferro@adatowshipmi.com)

7330 Thornapple River Dr.—PO Box 370

Ada, Michigan 49301

Phone (616) 676-9191

Algoma Township

Policy Committee Representative: Kevin Green (supervisor@algomatwp.org)

Technical Committee Representative: Kevin Green

10531 Algoma NE

Rockford, Michigan 49341

Phone (616) 866 -1583

Allendale Township

Policy Committee Representative: Adam Elenbaas (supervisor@allendale-twp.org)

Technical Committee Representative: Adam Elenbaas

6676 Lake Michigan Drive, PO Box 539

Allendale, Michigan 49401

Phone (616) 895-6295

Alpine Township

Policy Committee Representative: Greg Madura (g.madura@alpinetwp.org)

Technical Committee Representative: Sue Becker (s.becker@alpinetwp.org)

5255 Alpine Ave NW

Comstock Park, Michigan 49341

Phone (616) 784-1262

Byron Township

Policy Committee Representative: Amos "Don" Tillema (Amos@byrontownship.org)

Technical Committee Representative: Don Tillema

8085 Byron Center SW

Byron Center, Michigan 49315

Phone (616) 878-1222

Caledonia Township

Policy Committee Representative: Bryan Harrison (bharrison@caledoniatownship.org)

Tim Bradshaw - alternate

Technical Committee Representative: Tim Bradshaw (bradshawt@progressiveae.com)

8495 Woodland Forest

Alto, Michigan 49302

Phone (616) 891-0070

Caledonia, Village of

Policy Committee Representative: Jeff Thornton (manager@villageofcaledonia.org)

Technical Committee Representative: Jeff Thornton

250 S. Maple

Caledonia, MI 49316-9434

Phone 616-891-9384

Cannon Township

Policy Committee Representative: Terry Brod (tbrod@cannontwp.org)

Technical Committee Representative: Terry Brod

6878 Belding Rd.

Rockford, Michigan 49341

Phone (616) 874-6966

Cascade Township

Policy Committee Representative: Ben Swayze (bswayze@cascadetwp.com)

Steve Peterson-alternate (speterson@cascadetwp.com)

Technical Committee Representative: Brian Hilbrands (bhilbrands@cascadetwp.com)

Steve Peterson-alternate

2865 Thornhills SE

Grand Rapids, MI 49546

Phone (616) 949-1500

Cedar Springs, City of

Policy Committee Representative: Mike Womack (manager@cityofcedarsprings.org)

Bill LaRose-alternate

Technical Committee Representative: Bill LaRose (dpw@cityofcedarsprings.org)

66 S. Main St.—PO Box 310

Cedar Springs, Michigan 49319

Phone (616) 696-1330

Courtland Township

Policy Committee Representative: Matt McConnon (mattmccnonn@gmail.com)

Technical Committee Representative: Matt McConnon

7450 14 Mile Rd.

Rockford, Michigan 49341

Phone (616) 866-0622

East Grand Rapids, City of

Policy Committee Representative: Doug LaFave (dlafave@eastgr.org)

Technical Committee Representative: Doug LaFave

750 Lakeside Dr. SE

East Grand Rapids, Michigan 49506

Phone (616) 940-4817

Gaines Charter Township

Policy Committee Representative: Robert DeWard (robert.deward@gainestownship.org)

Technical Committee Representative: Tim Haagsma (thaagsma@kentcountyroads.net)

8555 Kalamazoo Ave
Caledonia, Michigan 49316
Phone (616) 698-6640

Georgetown Township

Policy Committee Representative: Rod Weersing (rweersing@georgetown-mi.gov)

Technical Committee Representative: Rod Weersing

1515 Baldwin St. PO Box 769
Jenison, Michigan 49429
Phone (616) 457-2340

Gerald R. Ford International Airport

Policy Committee Representative: Casey Ries (cries@grr.org)

Technical Committee Representative: Clint Nemeth (CNemeth@grr.org)

5500 - 44th St. SE
Grand Rapids, Michigan 49512
Phone (616) 233-6000

Grand Rapids, City of

Policy Committee Representative: Karyn Ferrick (kferrick@grcity.us)

Josh Naramore (jnaramore@grcity.us)

Technical Committee Representative: Kristin Bennett (krbennett@grcity.us)

Rick DeVries (rdevries@grcity.us)

300 Monroe Ave. NW
Grand Rapids, Michigan 49503
Phone (616) 456-3060

Grand Rapids Township

Policy Committee Representative: Mike DeVries (mdevries@grandrapidstwp.org)

Technical Committee Representative: Mike DeVries

1836 E. Beltline Ave. NE
Grand Rapids, Michigan 49505
Phone (616) 361-7391

Grandville, City of

Policy Committee Representative: Ken Krombeen (krombeenk@cityofgrandville.com)

Technical Committee Representative: Charles Sundblad (sundbladc@cityofgrandville.com)

3195 Wilson Ave. SW
Grandville, Michigan 49418
Phone (616) 531-3030

Hudsonville, City of

Policy Committee Representative: Dan Strikwerda (dstrikwe@hudsonville.org)

Technical Committee Representative: Robert Miller (rmiller@hudsonville.org)

3275 Central Blvd.

Hudsonville, Michigan 49426

Phone (616) 669-0200

Interurban Transit Partnership – The Rapid

Policy Committee Representative: Kevin Wisselink (kwisselink@ridetherapid.org)

Technical Committee Representative: Kevin Wisselink

Liz Schelling – alternate (lschelling@ridetherapid.org)

300 Ellsworth

Grand Rapids, Michigan 49503

Phone (616) 456-7514

Jamestown Township

Policy Committee Representative: Laurie Van Haitsma (laurievh@yahoo.com)

Technical Committee Representative: Laurie Van Haitsma

2380 Riley St.

Hudsonville, MI 49426

Phone (616) 896-8376

Kent County Board of Commissioners

Policy Committee Representative: Melissa LaGrand (melissa.lagrand@kentcountymi.gov)

Technical Committee Representative: Wayne Harrall (wharrall@kentcountyroads.net)

300 Monroe Ave. NW

Grand Rapids, Michigan 49503

Phone (616) 336-3550

Kent County Road Commission

Policy Committee Representative: Steve Warren (swarren@kentcountyroads.net)

Technical Committee Representative: Steve Warren

1500 Scribner

Grand Rapids, Michigan 49504

Phone (616) 242-6960

Kentwood, City of

Policy Committee Representative: Terry Schweitzer (SchweitzerT@kentwood.us)

Technical Committee Representative: Brad Boomstra (Boomstrab@kentwood.us)

Terry Schweitzer - alternate

4900 Breton

Kentwood, Michigan 49518

Phone (616) 554-0770

Lowell, City of

Policy Committee Representative: Mike Burns (mburns@ci.lowell.mi.us)

Dennis Kent-alternate (kentd@michigan.gov)

Technical Committee Representative: Mike Burns

Dennis Kent-alternate

301 E. Main St.

Lowell, Michigan 49331

Phone (616) 897-8457

Lowell Township

Policy Committee Representative: Jerry Hale (supervisor@twp.lowell.mi.us)

Technical Committee Representative: Jerry Hale

2910 Alden Nash Ave SE

Lowell, MI 49331

Phone (616) 897-7600

Michigan Department of Transportation

Policy Committee Representative: Don Mayle (MayleD@michigan.gov)

Technical Committee Representative: Jeff Franklin (FranklinJ1@michigan.gov)

Van Wagoner Building

425 W. Ottawa—PO Box 30050

Lansing, MI 48909

Phone (517) 373-2090

Nelson Township

Policy Committee Representative: Tom Noreen (supervisor@nelsontownship.org)

Technical Committee Representative: Tom Noreen

2 Maple Street— PO Box 109

Sand Lake, MI 49343

Phone (616) 636-5332

Ottawa County Board of Commissioners

Policy Committee Representative: Jim Holtvluwer (jholtvluwer@miottawa.org)

Technical Committee Representative: Jim Holtvluwer

12220 Fillmore Street, Room 310

West Olive, Michigan 49460

Phone (616) 669-6523

Ottawa County Road Commission

Policy Committee Representative: Jim Miedema (jmiedema46@gmail.com)

Betty Gajewski - alternate (betty@gajewski.us)

Brett Laughlin – alternate

Technical Committee Representative: Brett Laughlin (BALaughlin@ottawacorc.com)

14110 Lakeshore Drive P.O. Box 739

Grand Haven, MI 49417

Phone (616) 842-5400

Plainfield Charter Township

Policy Committee Representative: Cameron Van Wyngarden (vanwyngardenc@plainfieldmi.org)

Technical Committee Representative: Rick Solle (soller@plainfieldmi.org)

6161 Belmont Ave. NE
Belmont, Michigan 49306
Phone (616) 364-8466

Rockford, City of

Policy Committee Representative: Jamie Davies (jdavies@rockford.mi.us)

Technical Committee Representative: Phil Vincent (pvincent@rockford.mi.us)

7 S. Monroe St. PO Box 561
Rockford, Michigan 49341
Phone (616) 866-1537

Sand Lake, Village of

Policy Committee Representative: Rachel Gokey (r.gokey@villageofsandlake.org)

Technical Committee Representative: Rachel Gokey

2 East Maple St.
Post Office Box 139
Sand Lake, Michigan 49343
Phone (616) 636-8854

Sparta, Village of

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