

GVMC

The Grand Valley Metropolitan Council

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2020

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Introduction

The FY2020 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, 2019 and ending September 30, 2020. The FY2020 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.

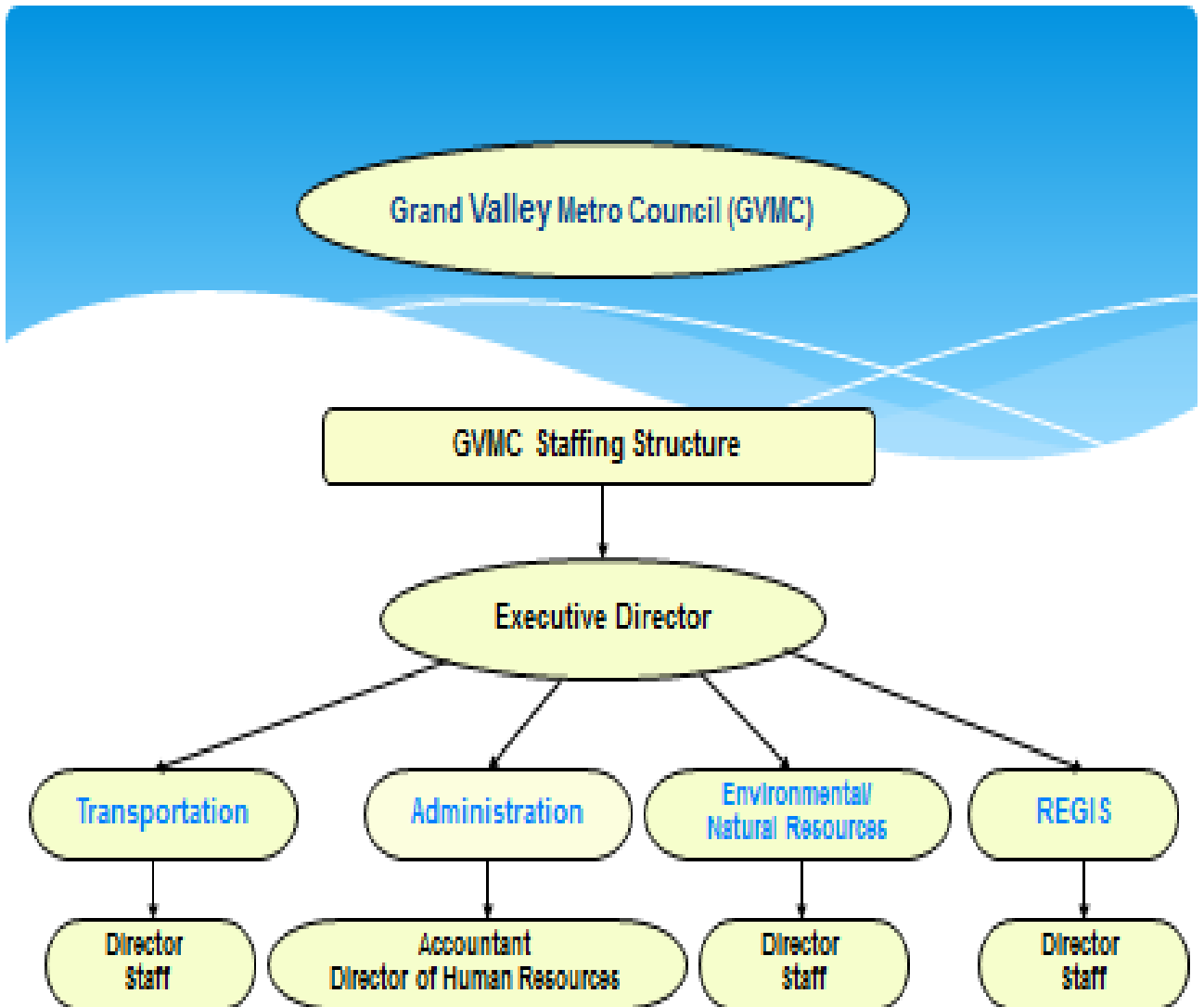
The UPWP includes the budget for all federally assisted transportation planning activities that will be undertaken by its Transportation Division, the Interurban Transit Partnership (ITP) and the Michigan Department of Transportation (MDOT). It must be submitted annually to the sponsoring federal agencies 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).

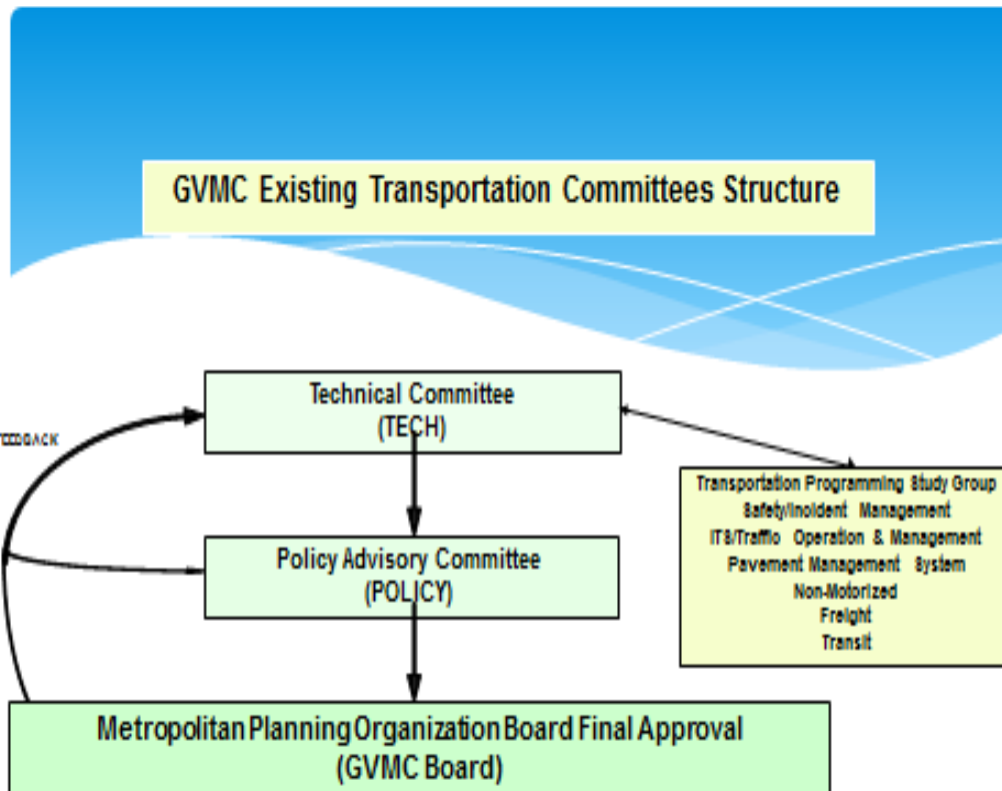
The activities undertaken by the GVMC transportation department principally relate to overall transportation program management and fulfillment of federal requirements under the FAST Act and state mandated requirements. The priorities/activities for the GVMC transportation department are severely restricted and prescribed by 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 in an effort 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 in order 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. See Appendix F for members list. Recommendations from these agencies are sent to GVMC, according to the Rules of Procedure. See Figures 1 and 2.

Figure 1





ITP is a separate transit authority that has responsibility for providing public transportation. Its mission statement is "to provide for the mobility of people through a family of highly valued transportation services."

The study area boundaries expanded in June of 1992 to include all of Kent County and four urban townships 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 federally and state mandated 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 non-motorized 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.

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 FY2020, as shown in Table 2 on page 21:

Five years after enactment of MAP-21, the Secretary is to provide to the Congress reports evaluating the overall effectiveness of performance-based planning and the effectiveness of the process in each State and for each MPO. 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 planning emphasis areas were also considered during the development of the UPWP. These planning areas are described below:

FY2020 Michigan Planning Program Emphasis Areas

(1) Performance-Based Planning and Programming

- Stay engaged** in Michigan initiatives and national training opportunities
- Incorporate **performance measures** and targets into goals and objectives
- Document** expected benefit of projects in TIPs, and LRTPs and how they will contribute to accomplishing performance targets
- Evaluate** the benefits/performance of TIP and LRTP projects to determine progress towards performance targets
- Better align **project selection criteria** for TIPs / MTPs with performance measure targets

(2) Long Range Transportation Planning

- A. **Meet requirements** of new performance measure and planning regulations
- B. Improve documentation and consideration of **environmental consultation** with outside environmental agencies including federal, state and local partners (per 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)

(3) S/TIP Improvements

- A. **Meet requirements** of new performance measure and planning regulations
- 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 improvement **public involvement**

Each of these areas is addressed through various work program tasks/subtasks included for FY2020, as shown below:

Table 1

Planning Emphasis Area/UPWP Planning Task	Performance-Based Planning	Long Range Transportation Planning	TIP Improvements
Demographic & Economic Projections		X	
Traffic Volumes & Physical Conditions	X	X	X
GIS System Maintenance & Update		X	
Travel Demand/Air Quality Modeling	X	X	
2045 Metropolitan Transportation Plan	X	X	
Transportation Improvement Program	X		X
Technical Assistance	X	X	X
Clean Air Action! Program		X	
Freight Planning	X	X	X
Nonmotorized Planning	X	X	X
Safety Conscious Planning	X	X	X
Pavement Management System	X	X	X
Congestion Management System	X	X	X
Asset Management	X	X	X
Administration	X	X	X
Land Use Monitoring and Coordination		X	

In order to meet FAST Act requirements, the transportation annual budget contains funding for the following eight work tasks:

DATABASE MANAGEMENT- Listing the work tasks needed to 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 GIS capabilities development and update.

LONG RANGE PLANNING - Identifying transportation system planning tasks related to the development of a sustainable multimodal transportation system. Priorities include the development/update of the Metropolitan Transportation Plan (MTP), identification of long range needs, developing multimodal investment strategies and project prioritization processes, air quality conformity, environmental justice, environmental mitigation, consultation, and updating and maintaining of the travel demand model. Staff will also develop the 2045 MTP in alignment with performance-based planning and programming, as required by the FAST Act.

SHORT RANGE PLANNING - Identifying transportation system planning tasks related to short range transportation systems planning. Priorities include the development/update of the Transportation Improvement Program (TIP), providing technical assistance to MPO members, Intelligent Transportation System (ITS) planning, Management and Operations, Freight planning, Safety planning, Security, non-motorized planning, public participation, air quality conformity, and managing the Clean Air Action Program.

TRANSPORTATION MANAGEMENT SYSTEMS - Listing the work tasks needed to monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting transportation system data and analysis, coordination with MDOT and local transportation providers, development of congestion and pavement investment plans, maintenance of the congestion management process, development of an asset management system, and implementation and monitoring of ITS solutions as a part of operation and management requirements. GVMC is also involved in a statewide effort to develop, collect data, and implement Michigan's Asset Management System. GVMC, in cooperation with MDOT, FHWA, FTA, and ITP, will work toward identifying data needs for developing performance indicators and measures for assessing/monitoring and reporting the condition of the multimodal transportation system as required by the FAST Act.

RIDESHARING - Providing alternative commute options to those driving in single occupant vehicles. The primary objective is to promote and implement ridesharing arrangements with vanpools and carpools. Individuals are matched to form shared ride arrangements and assistance is provided to employers and organizations to conduct rideshare promotions and develop employee transportation programs. The results are reduced commuting costs, reduced traffic congestion, reduced parking needs, reduced fuel consumption, and reduced air pollution.

PLANNING PROJECTS - Identifying transportation system planning tasks related to short and long range public transportation planning. The ADA Planning/Compliance task is to plan, implement and maintain policies, procedures and training methods for

maintaining transit related American with Disabilities Act (ADA) awareness and Federal Transit Administration (FTA) compliance. ITP, with assistance from local agencies and consultants, as well as the disabled community, will review current procedures to ensure continued federal compliance with the ADA.

The Human Resource Planning task involves continuing human resource plans and goals by developing trainings which include the EEO annual leadership update, continued advanced diversity and harassment training for all staff, recruitment strategies and updates, succession planning, management training for new management/supervisory staff, updates to policies and procedures, ergonomics updates and training, benefit strategies, wellness initiatives and investment counseling. Additional activities include continued research on harassment, diversity, EEO and Civil Rights initiatives which are constantly changing and must be kept up-to-date in order to keep policies and procedures current and compliant (ADA, Civil Rights, EEOC), updates to handbooks, training of staff and leadership teams, and keeping the company apprised of new diversity initiatives in order to remain committed to delivering a fair and pleasurable work environment at The Rapid.

PROGRAM COORDINATION - Describing task 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, 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.

LAND USE MONITORING AND TRANSPORTATION COORDINATION - Linking land use decision-making and transportation planning throughout the region in a more effective way. Priorities include monitoring the development of local land use and transportation plans and coordinating with regional partners; updating land use related socio-economic data for use in the travel demand model (TDM); ongoing meetings with GVMC membership to coordinate local plans and policies related to land use and transportation with the intention of bringing about region-wide consensus for sustainable development and providing support for the basic elements of livability, environmental protection/enhancement, economic viability and performance measures; updating socio-economic (SE) land use data for use in the travel demand model; scenario planning; other long- and short-range planning needs studies in compliance with the Planning and Environmental Linkages (PEL) process; and collaborating with REGIS to contribute to the maintenance of the regional zoning and future land use geodatabases.

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 is used to monitor the expenditure of FHWA PL funds (PL), Congestion Mitigation Air Quality Program (CMAQ) funds, Surface Transportation Program (STP) funds, and Federal Transit Administration (FTA) Sections 5303 and 5307 funds. This UPWP also serves as an indispensable management tool, enabling the

GVMC to manage and administer its planning responsibilities with available program revenues.

Major Transportation Priorities

GVMC

The metropolitan planning process establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas. Local elected officials, in cooperation with the State and transit agencies, are responsible for determining the best mix of transportation investments to meet metropolitan transportation needs. MPOs are responsible for developing and adopting the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP) and the UPWP.

The FY2020 UPWP is governed by federal and state mandates from the 1990 Clean Air Act Amendments (CAAA); Sec 134 Title 23, USC (Metropolitan Transportation Planning); Title VI of the Civil Rights Act; and the Americans with Disabilities Act. Specific planning activities are explained in each of the program items contained in this document.

This year's budget includes funding for the development of several new and/or updated documents, including the 2045 MTP, which will be finalized and adopted in FY2020. GVMC's nonmotorized plan will also be updated to allow for early project development and funding through the Metropolitan Transportation Planning process and the Transportation Improvement Program. As part of the development of these documents, the budget includes funding for implementing the procedures in the revised public participation plan and enhancing the consultation process in compliance with the FAST Act. In addition, GVMC will address Environmental Justice and transportation accessibility, as well as develop/update processes to reach out to minorities and low income populations to provide them better mobility and accessibility to the transportation system in compliance with Title VI of the 1964 Civil Rights Act (42 U.S.C 2000d-1), and FAST Act planning regulations.

GVMC staff will work closely with local officials, interest groups, and state and federal transportation partners to further integrate freight planning into the transportation planning process and develop a freight plan. Staff will collaborate with stakeholders to inventory and monitor freight routes and intermodal facilities within the metropolitan area. Staff will also monitor freight related issues/needs and seek input from freight stakeholders on how to best integrate freight planning into the existing transportation process.

GVMC will continue its responsibility to upgrade and maintain the travel demand model. This task will include maintaining up-to-date traffic information that covers the federal aid system, as well as residential and employment TAZ records. GVMC will also provide MDOT with output data from the travel demand model, including vehicle miles of travel (VMT), vehicle hours of travel (VHT), and speeds by road classification, for use in the MOVES2014b model for necessary air quality analyses. Staff will also run a travel demand model deficiencies analysis and perform travel demand forecasting for analysis of impacts of existing and future development on congestion and air quality.

GVMC will participate in studies identified in the 2040 Metropolitan Transportation Plan.

These studies will be undertaken cooperatively with MDOT and the Transit Agencies. Staff will perform the technical work with the travel demand forecasting model. GVMC staff will also provide transportation data for needs studies in accordance with the Planning and Environmental Linkages (PEL) process. GVMC will continue its involvement with existing and proposed ITP public transportation studies.

GVMC, through the transportation committees, will continue participation in enhancing/implementing the Planning Process developed jointly with MDOT and the Federal Highway Administration (FHWA). The implementation process is a cooperative partnership with MDOT, FHWA, and the Transit Agencies.

GVMC, through the transportation committees, will continue participation in developing and implementing of Intelligent Transportation Systems (ITS) jointly with the MDOT and the Federal Highway Administration (FHWA). The implementation process is a cooperative partnership with MDOT, FHWA, and the local transportation providers.

GVMC staff will continue to provide technical assistance to its member units of government.

Many program items that are part of the continuing administration and management of the program remain unchanged.

GVMC, through the transportation committees and in coordination with ITP, MDOT, FHWA, and the public, will maintain and update as needed the 2040 Metropolitan Transportation Plan to conform with FAST Act performance planning and programming.

Interurban Transit Partnership (ITP)

An important and strategic process for transit is implementing the Long Range Public Transportation Plan recommendations as adopted by ITP and recognized by GVMC for improving public transportation, as included in the Metropolitan Transportation Plan. The charge of ITP's Board and the community leaders is to coordinate public transit initiatives, seek public input, build public awareness and support, and ensure that transit initiatives can be done.

This year, ITP will continue to expand the Rideshare (Task 5.0) efforts. ITP staff will continue to administer and provide outreach through targeted marketing campaigns that include mailings, presentations to area companies, and development and distribution of marketing materials that promote the benefits of vanpooling and carpooling. Staff will develop recruitment strategies in order to increase the number of active vanpools in operation and develop education toolkits and strategies for educating the public on the benefits of alternate modes of transportation, particularly vanpool and rideshare. Staff will also analyze available statistics and 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.

Planning Projects will include:

- ADA Planning/Compliance: The objective is to plan, implement and maintain policies, procedures and training methods for maintaining transit related American with Disabilities Act (ADA) awareness and Federal Transit Administration (FTA)

compliance. Staff, with assistance from local agencies and consultants, as well as the disabled community, will review current procedures to ensure continued federal compliance with the Americans with Disabilities Act.

- Human Resources Planning: To continue Human Resource plans and goals by developing trainings which include EEO annual leadership update, continued advanced diversity and harassment training for all staff, recruitment strategies and updates, succession planning, management training for new management/supervisory staff, updates to policies and procedures, ergonomics updates and training, benefit strategies, wellness initiatives and investment counseling. Continued research on harassment, diversity, EEO and Civil Rights initiatives which are constantly changing and must be kept up-to-date in order to keep policies and procedures current and complaint (ADA, Civil Rights, EEOC), updates to handbooks, training of staff and leadership teams and keeping the company apprised of new diversity initiatives in order to remain committed to delivering a fair and pleasurable work environment at The Rapid.

ITP will participate in the development and updating of the Metropolitan Transportation Plan and Transportation Improvement Program in cooperation with GVMC and MDOT. ITP will also participate in the development of the Unified Planning Work Program which will enable ITP staff to develop an annual program of planning activities for inclusion in the GVMC Unified Planning Work Program for the Grand Valley Metropolitan Area.

The Planning Process

The planning process developed jointly with the MDOT and the Federal Highway Administration (FHWA) was adopted by GVMC in 1998. GVMC staff, along with MDOT and all transportation providers within the metropolitan area boundary, have worked very diligently to implement this process given the tremendous amount of fundamental changes that had to take place in the way we do transportation planning. Since ISTEA was enacted, the MPO has embarked on the development of planning tools and processes to achieve this task. GVMC has developed a pavement and congestion management system to help prioritize projects based on need. GVMC also developed and maintains the travel demand forecasting model for existing and future travel demand forecasts and analyses. The travel demand model output is then utilized to predict existing and future congestion (i.e. TIP). The management systems are then used to develop short and long range transportation investment strategies and hence short range investment plans. The process also allowed GVMC staff to communicate and coordinate more often and on a regular basis with the state and other transportation providers. The process emphasis is on early involvement in the development stages by local transportation providers and the public. The process also requires that the MPO and the state develop a financially constrained Metropolitan Transportation Plan and TIP. Most planning tasks in the UPWP are designed to help GVMC staff continue the implementation and practice of the process. GVMC staff, along with the transportation committees, state, and FHWA, will continue to seek improvements to the process where deemed needed (see Appendix A, page 61).

The MPO staff and committees will continue to integrate planning processes used by MDOT, ITP, and GVMC as called for by the planning process. The MPO staff will schedule a series of meetings, if needed, with MDOT, FHWA, ITP and the transportation committees to review the status of implementing the planning process. These meetings will review what has been implemented to date and what steps need to be taken to successfully complete the implementation of each step of the planning process.

The MPO staff, along with participating agencies, will review the process during the fiscal year and will make needed changes to meet FAST Act requirements.

The UPWP work tasks, where applicable, will assess status, identify changes, actions needed, budget, and staff times to successfully implement the process.

Justification for the Level of Planning Effort Designated in the UPWP

The level of planning effort for the GVMC MPO is driven by the 2040 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, non-motorized, and needs of the transportation disadvantaged.

The metropolitan planning program under the 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 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.

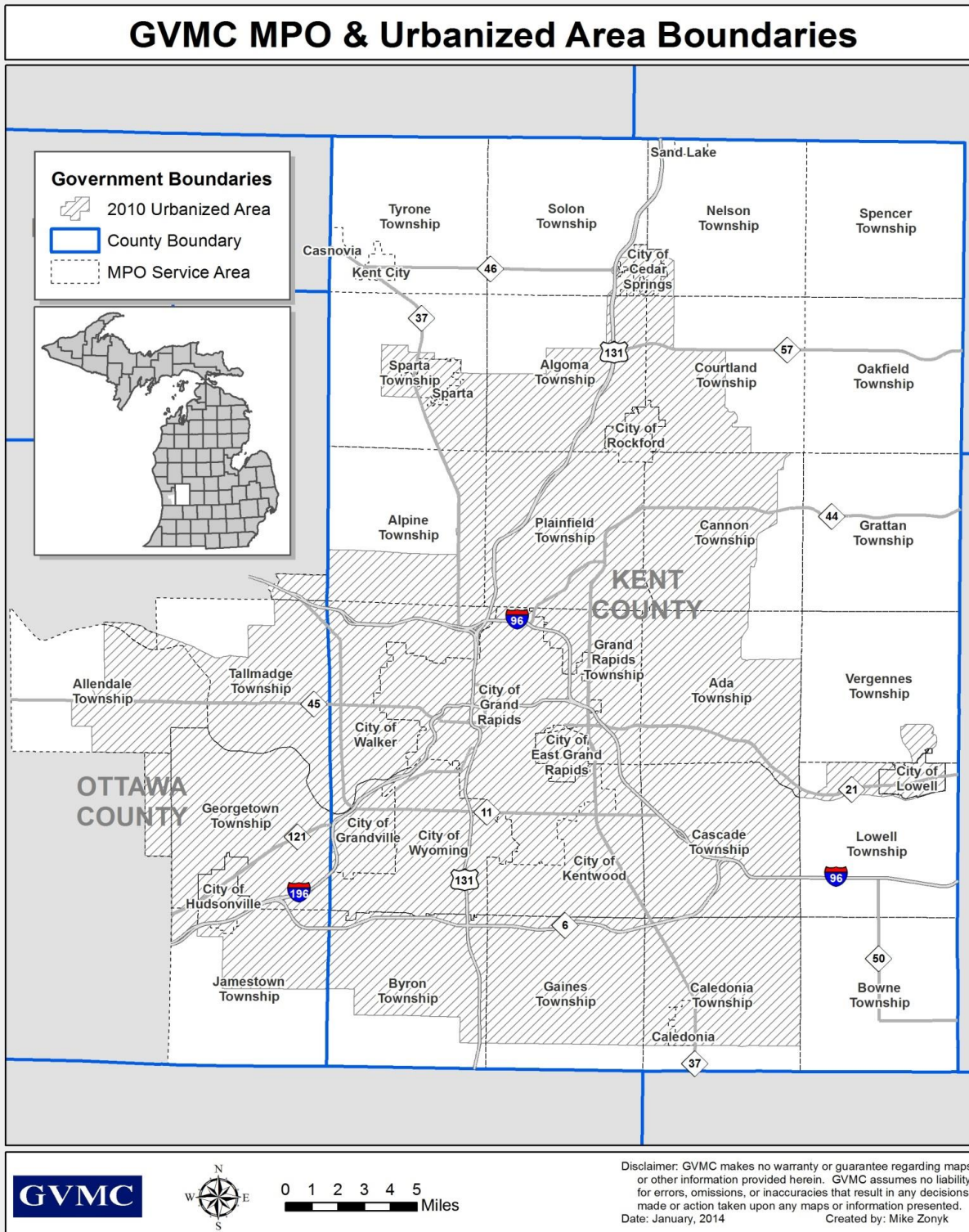
The increased focus level and activities regarding these issues are the result to the FAST Act identified ten broad planning factors. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation budget is developed to address these factors and other state and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

Table 2 depicts FAST Act planning areas and the applicable UPWP tasks.

Table 2- FAST ACT PLANNING - UPWP WORK TASK MATRIX

Planning Factor UPWP Task	Economic Vitality	Increase Safety	System Security	Accessibility	Protect Environment	Integration of System	Efficiency	System Preservation	Resiliency & Reliability	Travel and Tourism
Demographic/Economic Pro.	X	X	X	X	X	X	X	X	X	X
Traffic Volume & Physical C.	X	X		X	X	X	X	X	X	
Geographic Info. System	X	X	X	X	X	X	X	X		
Travel Demand Model/AQ	X	X	X	X	X	X	X	X		
Metropolitan Transportation Plan Development/Update	X	X	X	X	X	X	X	X	X	X
Transportation Improvement Program Update	X	X	X	X	X	X	X	X	X	X
Technical Assistance	X	X	X	X	X	X	X	X	X	X
Clean Air Action Program	X	X		X	X		X			
Freight	X	X	X		X	X	X	X	X	
Non-Motorized Planning	X	X		X	X	X	X	X	X	X
Safety Conscious Planning	X	X	X			X	X	X	X	X
Pavement Management Sys.	X			X		X	X	X	X	X
Congestion Management Sys.	X	X	X	X	X	X	X	X	X	
Asset Management	X			X		X	X	X	X	
Rideshare	X			X	X	X	X		X	
ADA Planning/Compliance	X	X	X	X	X	X				
Human Resources Planning	X	X	X	X		X	X			
Administration	X	X	X	X	X	X	X	X		
Land Use and Transportation Coordination	X	X	X	X	X	X	X	X	X	X

GVMC Study Area Map



Funding Sources for FY2019-2020 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.

FHWA Planning grant funds (also known as “PL” or metropolitan planning 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.

FHWA State Planning and Research (SPR) grant funds

SPR funds are federal dollars from the State Planning & Research Program administered by the Michigan Department of Transportation. Some SPR funds may be allocated to the MPO to help with planning studies. A 20 percent match is required that is provided by MDOT.

FTA Section 5303 and 5307 grant funds

Section 5303 funds are federal funds designated for transit planning and research activities. Up to 80 percent of federal funds can be used for a project. The remaining 20 percent match is typically provided by local governments.

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.

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.

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.

	2019-20 Revenue Estimates	2019-2020 Actual	Local Match Per Fund Source	Total Per Fund Source
STP-U	\$150,000	\$149,990	\$ 33,260	\$183,250
CMAQ	\$80,000	\$80,000	\$20,000	\$100,000
SECTION-5303	\$0	\$0	0	\$0
PL-112	\$1,144,793	\$1,143,011.51	\$253,459	\$1,396,471
SPR	\$55,000	\$55,000	\$0	\$55,000
State Asset Management	\$24,000	\$24,000	\$0	\$24,000
Total	\$1,453,793	\$1,452,002	\$ 306,719	\$1,758,721

Funding Estimates by Agency for FY2019-2020 Planning Activities

GVMC

For FY2020, GVMC will continue to receive planning assistance funds from the Federal Highway Administration (FHWA PL Funds). In addition, GVMC will receive funds from the Federal Transit Administration (FTA Section 5303), Surface Transportation Program (STP), Congestion Mitigation Air Quality Program (CMAQ), and local funding for matching federal funds as set by law.

FHWA PL Funds: These planning assistance funds continue to be the dominant form of funding for the GVMC transportation program. The FY2020 appropriation is estimated at \$1,144,793, which does not include any previously obligated unspent funding. The FTA Section 5303 planning funds are flexed to PL funds. The match is based on the 81.85/18.15 federal matching requirements.

FTA Section 5303 Funds: FTA funds have been added or flexed to FHWA PL planning funds.

STP Funds: A total of \$150,000 is budgeted for FY2020 which does not include unspent funds from FY2019. STP monies are provided on an 81.85/18.15 matching basis, with 18.15 percent of the total cost from non-federal sources.

SPR Funds: A total of \$55,000 in SPR funds is budgeted for FY2020. SPR funds are 100% matched by the state.

CMAQ Funds: A total of \$80,000 is budgeted for FY2020 which does not include carry over funds from FY2019. 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.

MTF Funds: A total of \$24,000 of MTF funds are budgeted for FY2020. MTF funds are provided at 100% by the state.

Indirect allocation costs which include items like administration salaries, rent, computer equipment and supplies, amount to \$525,508.

The Grand Valley Metropolitan Council MPO members will provide local match funds \$306,719 for the related MPO activities specified in this document.

ITP

The upcoming fiscal year, FY2020, ITP has programmed funds for UPWP activities from two different sources: FTA Section 5307 and the Congestion Mitigation/Air Quality (CMAQ) program. Additional information concerning section 5307 funds is provided below.

FTA Section 5307 Funds: FTA permits the use of Section 5307 funds not designated for operating assistance to supplement other funding in support of planning activities. For FY2020 \$141,950 is budgeted from Section 5307. All Section 5307 funds programmed for FY2020 UPWP activities will be needed to complete this work, and no carryover monies from the FY2019 program will be available for use in FY2020.

Section 5307 funds must be matched with a 20 percent non-federal share. For FY2020, \$28,390 will be provided from MDOT funds for planning work.

Ridesharing: Continuation of rideshare services and funding are included in the FY2020 UPWP. A total budget of \$165,454 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.

Proposed FY2020 Unified Planning Work Program Projects

Description	Total Costs
Section 5307	
ADA Compliance	\$66,950
Human Resource Planning	\$75,000
Total	\$141,950
CMAQ	
Ridesharing	\$165,454
Total	\$165,454

1.0 Database Management

1.1 Demographic and Economic Projections

Objectives

- Monitor community development, collect demographic, employment and development information, and maintain up-to-date Traffic Analysis Zone (TAZ) records.
- Provide information to local units of government officials and the public as requested.
- Provide data to the travel demand model.

Procedures and Tasks

Maintaining accurate demographic and environmental information for the metropolitan area is an ongoing activity of GVMC. Through ongoing research and identification of relevant data sources staff will perform this task using primarily GIS as a data analysis and storage tool. Staff will also 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. Some data sources include the U.S. Census Bureau for the latest population data, Neilson data for Employment statistics, and REMI data for future projections. TAZ data will be updated as necessary and maintained inside the transportation model in GIS format. This will allow TAZ demographic and employment projections for the MPO study area to be used in various transportation planning studies for estimating future traffic volume trends. This information will provide regional input for area-wide and sub-area data for the travel demand model for traffic impact studies and will also be useful during the next model update. Staff will also use the Regional Geographic Information System (REGIS) to store and graphically display the data.

Task/Product Timeline

<u>Activity/Product</u>	<u>Timeline</u>
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.	January

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	14.25
PL-112	\$40,928.85	Salaries	\$9,511.31
CMAQ	\$0.00	Fringes	\$3,542.24
MDOT-SPR	\$0.00	Direct Cost	\$25,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$11,951.16
GVMC- Match	\$9,075.85	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$50,004.70	TOTAL	\$50,004.70

1.2 Traffic Volumes and Physical Conditions

Objectives

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

Procedures and Tasks

Monitoring existing traffic volumes and preparing future traffic volume projections are the major activities under this work item. GVMC will maintain current and historic traffic counts in GIS databases & files through our online application at <http://gvmc.ms2soft.com>. This allows for easier access to available information for our members and the public and an efficient means of analyzing existing and future traffic trends. The GVMC will provide traffic count data to MDOT for the HPMS submittal annually and as needed for studies. Staff will review and update the HPMS database sample segments using MDOT supplied spreadsheets that contain only the data items needing to be updated for each sample in the format provided and attend HPMS training workshops in the Lansing area that the MDOT HPMS coordinator will be hosting. Staff will provide support to MDOT in the across agency coordination effort to plan for, gather, and report roadway characteristics on the non-MDOT road network (federal aid and non-federal aid) to meet federal reporting requirements of Highway Performance Monitoring System (HPMS), and Fixing America's Surface Transportation Act (FAST Act). Support will include outreach, training and education, data coordination with local agencies, data compilation and data load, transfer, and/or reporting. Data will also be provided through the Regional Geographic Information System (REGIS) for its members. Traffic counting supply purchases will also be made by staff annually to ensure continued success and accuracy of the counts coordinated for collection by our jurisdictional members.

Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data. MDOT will ask for MPO volunteers to participate and supply input during design specification meetings or interviews. These discussions will look at user needs using technology to collect, access, transfer, and store MIRE FDE data. Some learning, material preparation, optional travel, and meeting time would be potential resources required for planning discussions. As data collection elements are known, some MIRE FDE data collection may begin at the MPO's discretion.

Product/Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Data Collection	April Thru October
Traffic Data Report	January
HPMS Report	May
Attendance at MDOT HPMS training workshops	Year Long Activity
Comprehensive update of the MS2Soft traffic count database and REGIS dataset.	November
Counting supplies purchase for our MPO members.	March

Budget

<u>Funding Source</u>	<u>Funding Amount</u>	<u>Performing Agency - GVMC</u>	
STP	\$0.00	Person Weeks	7.60
PL-112	\$34,714.65	Salaries	\$8,000.37
CMAQ	\$0.00	Fringes	\$2,979.53
MDOT-SPR	\$0.00	Direct Cost	\$21,380.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$10,052.63
GVMC- Match	\$7,697.87	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	\$0.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$42,412.52	TOTAL	\$42,412.52

1.3 Transportation Geographic Information System Maintenance & Update

Objectives

- *Primary objective:* update and expand the GVMC database for the Transportation Geographic Information System (TGIS) developed in 1997, which incorporates all of 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.

Procedures and Tasks

The procedures used to update the TGIS will be to manually update each of the records in the GIS databases for accuracy as necessary. Staff will meet with various agencies and REGIS staff to develop a comprehensive database and planning applications/interfaces for our MPO and its members. GVMC will coordinate annually with REGIS to update pavement management data, traffic count data, and SE data among other datasets on the regional GIS system.

Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
GIS Database Update	Year Long Activity
REGIS Database Update	Monthly
Provide data, maps and reports to our members upon request in GIS format for transportation related study needs.	As Needed

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$35,400.13	Person Weeks	16.00
PL-112	\$61,587.99	Salaries	\$17,210.31
CMAQ	\$0.00	Fringes	\$6,409.53
MDOT-SPR	\$0.00	Direct Cost	\$30,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$21,625.12
GVMC- Match	\$21,506.83	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	\$43,250.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$118,494.95	TOTAL	\$118,494.95

2.0 Long Range Planning

2.1 Travel Demand/Air Quality Modeling

Objectives

- Continuously increase the accuracy of the travel demand and the air quality forecasting models by updating the input data with current up-to-date information, and perform 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 the development of the 2045 MTP.

Procedures and Tasks

In preparation of the adoption of the 2045 MTP in 2020, GVMC staff will ensure the travel demand model is up-to-date with current and future socioeconomic and network conditions. Staff will also use the TDM to run base year and future year analyses for the Plan.

As part of routine model maintenance, staff will use revised Census data to refine trip purposes, generation rates and trip lengths; perform speed studies to verify model speeds and input into the Air Quality model if it's necessary; and produce summaries of the results and validation report.

Staff will also participate in/conduct MITC-IAWG meetings for the maintenance area and support MDOT's air quality modeling efforts.

Task/Product Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Technical Report describing the process used in expanding, updating, and validating the model.	October
A technical report detailing system performance based on adopted performance measures by the MPO.	September
Maps & Data	Year Long Activity
Air Quality Data	Year Long Activity
Participate in/conduct MITC-IAWG meetings	Year Long Activity

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	27.50
PL-112	\$117,601.09	Salaries	\$41,339.32
CMAQ	\$0.00	Fringes	\$15,395.75
MDOT-SPR	\$30,000.00	Direct Cost	\$20,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$51,943.73
GVMC- Match	\$26,077.70	Contractual-SPR	\$30,000.00
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	\$15,000.00
		Contractual-Sec-5303	N/a
TOTAL	\$173,678.80	TOTAL	\$173,678.80

2.2 2045 Metropolitan Transportation Plan

Objectives

- Maintain the 2040 Metropolitan Transportation Plan (MTP).
- Develop the 2045 MTP.
- Incorporate updates/modifications related to motorized and non-motorized transportation plans, freight movement, congestion management and pavement management plans, transit, and ensure compliance with all federal performance measures.

Procedures and Tasks

The 2040 MTP provides an opportunity to develop cost effective solutions and performance measures to improve accessibility, mobility, and to address transportation system deficiencies identified in the MTP in compliance with FAST Act requirements. The MTP document will guide the MPO activities and investments in the improvement/development of a sustainable multimodal transportation system.

Staff will use 2010 Census and S.E. data and land use master plans to refine/update the travel demand model and air quality data files. The data will be developed or updated jointly by staff and GVMC members. Staff will use the travel demand model along with other related data to update/develop and maintain a multi-modal transportation deficiencies and needs list. Staff will work with MDOT and ITP to integrate all planning efforts to develop a unified planning process and the 2045 MTP according to FAST Act requirements and ensure that the project selection criteria for the MTP aligns with performance measure targets. Staff will also document expected benefit of projects in the MTP and how they will contribute to accomplishing performance targets and evaluate the benefits/performance of MTP projects to determine progress toward performance targets going forward. Staff will participate in/conduct MITC-IAWG meetings to ensure any amendments to the MTP are air quality compliant and all proposed projects for the 2045 MTP are within the air quality budget. MPO staff will conduct environmental justice (EJ) analyses in support of the federal fundamental EJ principles, work to expand and improve the consultation process—including develop a consultation plan, and engage the public continuously throughout the development of the document in accordance with the Public Participation Plan. Staff will also participate in the development of the State Long Range Transportation Plan.

Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
MTP Update/Amendment	Year Long Activity
MTP Process Update	Year Long Activity
MTP Performance Measures & Financial Estimates	Year Long Activity
An up-to-date 2045 MTP transportation deficiencies list.	Year Long Activity
Annual Summary Report	October

Monitoring report of the MTP implementation and benefits.	November
An up-to-date 2040 Metropolitan Transportation Plan/updates report that will identify all revisions/amendments needed in the plan for programming future Transportation Improvement Programs.	Year Long Activity
A technical report that documents the process and findings.	Year Long Activity
Expanded consultation process and consultation plan	Year Long Activity
Environmental Justice analyses and consultation	Year Long Activity
2045 MTP deficiencies list	Year Long Activity
2045 MTP performance measure, financial/revenue estimates.	Year Long Activity
2045 MTP meetings and Land Use data for 2015, 2020, 2025, 2035 and 2045	Year Long Activity
Participate in/conduct MITC-IAWG meetings	Year Long Activity

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	30.00
PL-112	\$97,727.94	Salaries	\$35,907.49
CMAQ	\$0.00	Fringes	\$13,372.81
MDOT-SPR	\$0.00	Direct Cost	\$25,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$45,118.53
GVMC- Match	\$21,670.89	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$119,398.83	TOTAL	\$119,398.83

3.0 Short Range Planning

3.1 Transportation Improvement Program (TIP)

Objective

- Maintain and update, as needed, the FY2020-2023 Transportation Improvement Program (TIP) as required by the FAST Act in cooperation with ITP, MDOT, FHWA, and FTA.

Procedures and Tasks

GVMC staff will work with MDOT, ITP, and FHWA to amend/modify the 2020-2023 TIP during FY2020. GVMC staff will monitor the progress of FY2020 projects throughout the year to assure that federal funds returned to the area will be spent in a timely manner. MPO staff will 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. Operating assistance projects will be based on projected service levels and funding requirements.

MPO staff, in coordination with our state and federal transportation partners, will update the FY2020-2023 TIP to assure continued FAST Act compliance based on the latest performance-based planning requirements.

GVMC Staff will participate in/conduct MITC- IAWG for the maintenance area to ensure that TIP amendments are air quality compliant.

MPO staff will 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.

Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
TIP Updates	Bi-Monthly
Annual listing of FY2020 TIP projects according to the FAST Act.	December
Revised Public Participation Plan	As necessary
An up-to-date four-year FY2020-2023 TIP of local and state transportation projects, which includes roadway and public transportation operating and capital assistance projects, in compliance with the FAST Act.	Year Long Activity
Participate in/conduct MITC-IAWG meetings	Year-long activity

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	20.50
PL-112	\$61,471.32	Salaries	\$22,861.79
CMAQ	\$0.00	Fringes	\$8,514.28
MDOT-SPR	\$0.00	Direct Cost	\$15,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$28,726.33
GVMC- Match	\$13,631.09	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$75,102.40	TOTAL	\$75,102.40

3.2 Technical Assistance

Objectives

- 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.
- Review and respond to air quality conformity guidelines being issued by the EPA and Michigan Department of Environment, Great Lakes, and Energy.
- Participate in the US-131/I-96 Corridor Study (Planning and Environmental Linkages (PEL) Analysis).
- Coordinate with local officials and the area chambers of commerce to identify and monitor freight needs and routes.
- Conduct activities needed to proactively address rulemakings and guidance resulting from the enactment of the FAST Act.

Procedures and Tasks

Technical assistance is a long standing service provided by GVMC. This service has typically consisted of traffic impact studies, level of service analysis along corridors and/or intersections, site plan review assistance, and air quality planning. MPO staff will work closely with local officials and interest groups to inventory and monitor freight routes and intermodal facilities within the metropolitan area. Input from freight stakeholders will be sought by MPO staff to address freight needs. Staff will work closely with MDOT, FHWA, and MPO members on the US-131/I-96 corridor study applying the PEL process recommended by FHWA. Staff will continue to monitor implementation of the FAST Act. We will convene and facilitate meetings of Technical and Policy Committees and other interested stakeholders, as appropriate, to review activities related to said implementation. Lastly, staff will produce technical memorandums and processes that communicate how to address FAST Act planning requirements.

GVMC staff will be involved in the following tasks:

- A - Corridor Advisory Boards
- B - Air Quality Planning
- C- WESTRAIN
- D- Updating the transportation planning process to address FAST Act requirements
- E- US-131/I-96 Corridor Study
- F- Trainings as requested

Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Committee Meetings	Quarterly
Report of Services Provided	Monthly
Performance Measures Development and Updates	Year Long Activity
Documentation related to services provided will be described and included in monthly progress reports.	Year Long Activity
Policies, practice, and procedures document reflecting the new performance-based planning and programming process as required by the FAST Act.	Updated as needed
Provide trainings to our members as requested	As needed
Four Corners Study	Year Long Activity

Budget

<u>Funding Source</u>	<u>Funding Amount</u>	<u>Performing Agency - GVMC</u>	
STP	\$0.00	Person Weeks	28.00
PL-112	\$102,274.39	Salaries	\$30,412.74
CMAQ	\$0.00	Fringes	\$11,326.43
MDOT-SPR	\$25,000.00	Direct Cost	\$20,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$38,214.26
GVMC- Match	\$22,679.05	Contractual-SPR	\$25,000.00
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	\$25,000.00
		Contractual-Sec-5303	\$0.00
TOTAL	\$149,953.43	TOTAL	\$149,953.43

3.3 Clean Air Action Program

Objectives

- Provide public education and information regarding climate change and reduction of greenhouse mobile emissions.
- Encourage voluntary actions to help maintain seasonal ozone air quality levels and annual fine particulate matter standards in Kent and Ottawa Counties.
- Supplement GVMC/MDOT/MDEGLE ongoing activities and responsibilities with regard to air quality planning under the Clean Air Act Amendments of 1990 and the FAST Act.

Procedures and Tasks

In order to educate the West Michigan community about the Clean Air Action program and air quality issues, GVMC staff and consultants will:

- Provide educational information programs for local governments, business and industry
- Promote educational information programs for K-12 curriculum
- Work with the media to help notify the public of Clean Air Action Days
- 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 the website and phone hotline
- Rotate the display between member jurisdictions and other organizations

Products Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Media Campaign	June
Whitecaps and Other Promotional Events	Year-round
Promotional Materials Development and Ordering	April
Rotating the display	Year-round
Summary of activities undertaken during the previous year	September

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	30.63
PL-112	\$0.00	Salaries	\$26,819.13
CMAQ	\$80,000.01	Fringes	\$9,988.08
MDOT-SPR	\$0.00	Direct Cost	\$4,494.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$33,698.80
GVMC- Match	\$20,000.00	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-CMAQ	\$25,000.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$100,000.01	TOTAL	\$100,000.01

3.4 Freight

Objectives

- Work closely with local officials and interest groups to inventory and integrate freight routes and intermodal facilities within the metropolitan area
- Monitor freight issues within the metropolitan area
- Assess freight movement and reliability to comply with FAST ACT requirements, including performance-based planning requirements

Procedures and Tasks

According to FAST Act requirements, recipients of Federal-aid highway funds are required to make transportation investments to achieve performance targets that make progress toward a number of national goals. One of these goals is for freight movement and economic vitality, specifically *“To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.”*¹

To meet this goal, GVMC Staff will work closely with the Grand Rapids Chamber of Commerce transportation (“freight”) committee, MDOT, local officials, and other interest groups in order to improve upon our existing freight planning efforts and to develop a regional freight plan. Staff will monitor regional freight movement and reliability to comply with FAST Act requirements and in support of performance-based planning requirements. Staff will also determine ways to provide freight data and information to members during the project selection process.

Product/Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
An up-to-date 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

¹ <https://www.fhwa.dot.gov/tpm/about/goals.cfm>

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	3.00
PL-112	\$7,326.35	Salaries	\$3,404.77
CMAQ	\$0.00	Fringes	\$1,268.02
MDOT-SPR	\$0.00	Direct Cost	\$0.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$4,278.16
GVMC- Match	\$1,624.60	Contractual-SPR	\$0.00
ITP-Match	N/A	Contractual-STP	\$0.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$8,950.95	TOTAL	\$8,950.95

3.5 Nonmotorized Planning

Objectives

- Help promote and enhance non-motorized activities within the MPO planning process.
- Develop/update the nonmotorized plan (bike and pedestrian) as a part of the Metropolitan Transportation Plan.
- Supplement GVMC ongoing activities and responsibilities with regard to multi-model transportation planning in accordance with the FAST Act.

Procedures and Tasks

Tasks which will be undertaken by GVMC will include educational information programs for local governments; updating the nonmotorized plan and project list as part of the MTP, in accordance with performance-based planning and programming requirements, with the involvement of regional nonmotorized stakeholders and the Nonmotorized Subcommittee; and researching/developing uniform standards in accordance with existing local, state, and national standards; including the study of regional non-motorized wayfinding needs and uniform standards that can be applied to address these needs.

Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Nonmotorized Subcommittee Meetings	As Needed
An up-to-date regional bicycle and pedestrian plan	May
Up-to-date project list	Year Long Activity

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	8.00
PL-112	\$35,523.61	Salaries	\$8,901.24
CMAQ	\$0.00	Fringes	\$3,315.03
MDOT-SPR	\$0.00	Direct Cost	\$20,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$11,184.59
GVMC- Match	\$7,877.26	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$43,400.87	TOTAL	\$43,400.87

3.6 Safety Conscious Planning

Objectives

- Provide for consideration of projects and strategies that will increase the safety and security of the transportation system for motorized and non-motorized users per FAST ACT requirements.
- Establish inherently safe transportation networks through Safety Conscious Planning (SCP), which implies a proactive approach to the prevention of accidents and unsafe transportation conditions.
- Achieve road safety improvements through small, but measurable, changes targeted at the whole network.
- Integrate safety considerations into the transportation planning processes at all levels, such as the Transportation Improvement Program (TIP), and consider safety objectives in the MTP.

Procedures and Tasks

Each MPO is to develop a safety profile for integrating safety planning into the metropolitan planning process. GVMC will develop a safety plan to identify the region's key safety needs and guide investment decisions to reduce fatalities and serious injuries (including pedestrian and bicyclist) on the region's highway network. The next phase is to identify the best method for area-wide integration.

Staff will continue to work with FHWA, MDOT and other member agencies to identify goals and performance targets. Staff will also continue to develop and refine the process for integrating safety considerations into the project identification and selection process, prepare regional safety data to provide to members to assist them in taking action on federally-required safety performance targets, and develop a performance report and submit it to MDOT in a timely manner.

The safety plan provides an additional basis for managing our infrastructure by focusing on the safety performance of the system in addition to other factors. It is a process predicated on stewardship of public resources, accountability to the users of the system, and continuous improvement.

Task/Products Timeline

Activity/Product	Timeline
Safety Profile	December
Identification and Mapping of High Crash Locations	Ongoing Activity
Safety goals, performance measures, targets, and monitoring	Year Long Activity
Safety Plan Document	Year Long Activity

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	11.75
PL-112	\$36,711.26	Salaries	\$16,109.84
CMAQ	\$0.00	Fringes	\$5,999.69
MDOT-SPR	\$0.00	Direct Cost	\$2,500.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$20,242.35
GVMC- Match	\$8,140.62	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$44,851.88	TOTAL	\$44,851.88

4.0 Transportation Management Systems

4.1 Pavement Management System

Objectives

- Update the Pavement Management System for GVMC member agencies which will cover all the federal aid roadway system.
- 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.

Procedures and Tasks

The GVMC Pavement Management System is an essential tool in implementing the regional planning process. The system will allow the local units of government to develop pavement maintenance strategies and priorities for the federal aid system. GVMC staff and member agencies will review pavement management systems data collected by GVMC staff utilizing the Pavement Data Collection Van. After this review, this information will then be the basis for developing some pavement management system priorities with the MPO concurrence. Staff will upgrade the computer hardware and software as needed to complete this task. The GVMC Transportation Department will contract the services of the Data Collection Van from the Metro Council. All expenses associated with the data collection regarding equipment rental and overhead are included under contractual budget.

Staff will also coordinate with MDOT and federal partners to implement pavement performance measures and develop and present data on pavement performance measures to the MPO committees to assist in taking action on pavement performance targets and to incorporate these performance measures into the project evaluation process.

Task/Product Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Pavement management data collected by staff for the federal aid system	April Thru September
Deficiency and monitoring report produced by staff	February-March
Procedural guidelines, and a priority needs list produced by staff	December
System condition goal(s); System condition performance measure(s)	January-February

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$57,295.00	Person Weeks	28.50
PL-112	\$71,857.47	Salaries	\$31,872.73
CMAQ	\$0.00	Fringes	\$11,870.16
MDOT-SPR	\$0.00	Direct Cost	\$45,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$40,048.76
GVMC- Match	\$69,639.18	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	\$70,000.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$198,791.65	TOTAL	\$198,791.65

4.2 Congestion Management System

Objectives

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

Procedures and Tasks

GVMC staff will work in close coordination with MDOT staff in the implementation of the new performance measures and updating of the congestion management process for the GVMC region. According to the requirements by FHWA, GVMC will develop a performance measure report and submit it to MDOT in a timely manner. GVMC will continue to contract with the local agencies to collect traffic count data, including speeds and vehicle classification, covering the federal aid system, and will provide tools and data to prioritize any proposed expand/widen projects, as well as improve intersection traffic flow. The GVMC Congestion Management Process is an essential tool in implementing the regional planning process.

Task/Products Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Congestion Management Data Files and Updates	Ongoing
Traffic Data Collection	Monthly
System Operation Goals and Performance Measures	Ongoing Activity
Congestion Management Process Report	September
ITS Status Report	December

Budget

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$57,295.00	Person Weeks	20.10
PL-112	\$55,048.30	Salaries	\$24,061.02
CMAQ	\$0.00	Fringes	\$8,960.90
MDOT-SPR	\$0.00	Direct Cost	\$45,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$30,233.18
GVMC- Match	\$65,911.80	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	\$70,000.00
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$178,255.11	TOTAL	\$178,255.11

4.3 Asset Management

Objective

- 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.

Procedures and Tasks

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.

Task/Product Timeline

<u>Activity/Product</u>	<u>Timeline</u>
RoadSoft Files	October
Data Collection	April Thru September
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

Budget

<u>Funding Source</u>	<u>Funding Amount</u>	<u>Performing Agency - GVMC</u>	
STP	\$0.00	Person Weeks	5.00
PL-112	\$0.00	Salaries	\$6,235.00
CMAQ	\$0.00	Fringes	\$2,322.06
MDOT-SPR	\$24,000.48	Direct Cost	\$7,609.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$7,834.41
GVMC- Match	\$0.00	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$24,000.48	TOTAL	\$24,000.48

5.0 Ridesharing

5.1 West Michigan Rideshare program

Objectives

The goal of the Rapid's rideshare and vanpool program (Business Transportation Services) is to encourage alternative commute options to those driving in single occupant vehicles. The primary objective is to promote and implement ridesharing arrangements with vanpools and carpools. Individuals are matched to form shared ride arrangements and assistance is provided to employers and organizations to conduct rideshare promotions and develop employee transportation programs. The results are reduced commuting costs, reduced traffic congestion, reduced parking needs, reduced fuel consumption, and reduced air pollution.

Procedures and Tasks

Business Transportation Services offers a variety of options which include designing customized transportation programs for employees. Staff will continue to administer and provide outreach through targeted marketing campaigns that include mailings, presentations to area companies, and development and distribution of marketing materials that promote the benefits of vanpooling and carpooling. Staff will develop recruitment strategies in order to increase the number of active vanpools in operation and develop education toolkits and strategies for educating the public on the benefits of alternate modes of transportation, particularly vanpool and rideshare. Analyze available statistics and 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.

Products

Identify areas for program growth, prioritizing opportunities for increasing vanpool and rideshare activities along heavy-traffic corridors and create a more cohesive outreach strategy, making it commonplace for key stakeholders to discuss rideshare opportunities as an integral component of the region's overall transportation strategy. Design a user-friendly rideshare platform which provides the user with a comprehensive list of all available forms of transportation as an alternate to single occupant vehicles. The on-line carpool website entitled GreenRide can be accessed through www.ridetherapid.org, or www.wmrideshare.org; effective June 1, 2019, the software will be migrated over to RidePro, and area employers will have the option of purchasing an enhanced version of this program for greater functionality. Quarterly reports are submitted to MDOT describing the activities and projects of the program in extensive detail. Quarterly reports are also submitted to the ITP Board. An annual report is given to the TIP Committee of the Metropolitan Planning Organization.

Budget

Funding Agency	Funding Amount	Performing Agency-ITP/The Rapid	
FTA- CMAQ	\$165,454	Contractual	\$ 0
		<u>Direct</u>	\$165,454
TOTAL	\$165,454	TOTAL	\$165,454

6.0 Planning Projects

6.1 ADA Planning/Compliance – Special Services

Objectives

To plan, implement, and maintain policies, procedures, and training methods for maintaining transit-related American with Disabilities Act (ADA) awareness and FTA compliance.

Procedures and Tasks

Staff, with assistance from local agencies and consultants, as well as the disabled community, will review current procedures to ensure continued federal compliance with the Americans with Disabilities Act. Procedures include ongoing monitoring and review process for all ADA applications, as well as staff training and education. Disability Advocates of Kent County (DAKC) performs all ADA application eligibility reviews. The consultant is a Registered Occupational Therapist (OTR) who makes the initial review of all ADA applications and who follows-up with the applicant or medical/rehab professional if necessary. DAKC makes recommendations for which applicants will be seen for an in-person assessment.

Product

The product will be a program that meets the requirements of the ADA eligibility process to ensure that ADA applications are reviewed and processed in accordance with local and federal guidelines.

Budget

Funding Agency	Funding Amount	Performing Agency-ITP/The Rapid	
FTA-Section 5307	\$53,560	Contractual	\$53,560
MDOT	\$13,390	Direct	\$13,390
TOTAL	\$66,950	TOTAL	\$66,950

6.2 Human Resources Planning

Objectives

To continue Human Resource plans and goals by developing trainings which include EEO annual leadership update, continued advanced diversity and harassment training for all staff, recruitment strategies and updates, succession planning, management training for new management/supervisory staff, updates to policies and procedures, ergonomics updates and training, benefit strategies, wellness initiatives and investment counseling. Continued research on harassment, diversity, EEO and Civil Rights initiatives which are constantly changing and must be kept up-to-date in order to keep policies and procedures current and compliant (ADA, Civil Rights, EEOC), updates to handbooks, training of staff and leadership teams and keeping the company apprised of new diversity initiatives in order to remain committed to delivering a fair and pleasurable work environment at The Rapid.

Procedures and Tasks

Human Resource staff, along with consultants and other agencies, will assist in developing training programs as indicated above. The above areas of training provide The Rapid staff important tools useful in developing ways to keep current or become informed of changes in the workplace, including safety issues; mental health and wellness issues; control benefit costs; employee hiring and retention; and ways to diversify the culture of the organization.

Products

The product is the fulfillment of agency Human Resource goals that include programs that are current, compliant and transparent to all employees.

Budget

Funding Agency	Funding Amount	Performing Agency-ITP/The Rapid	
FTA-Section 5307	\$ 60,000	Contractual	\$ 60,000
MDOT	\$ 15,000	Direct	\$ 15,000
TOTAL	\$ 75,000	TOTAL	\$ 75,000

7.0 Program Coordination

7.1 Administration

Objectives

- Direct staff planning efforts under the FY2020 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 services in order to achieve savings and be more efficient.

Procedures and Tasks

This task is directed to developing an annual program of planning activities which is in conformity with funding agencies' requirements and addresses local issues and priorities. Work within this task includes:

- Preparation of monthly progress and billing reports to MDOT on PL-112, FTA Section 5303, STP-U, SPR, and CMAQ funded planning activities.
- Provision of reports on program work to the ITP Board and GVMC Committees.
- Participation in meetings and processing of correspondence with MDOT and FTA related to oversight of the planning program.
- Participation in meetings throughout the MPO study area to facilitate regional cooperation and consolidation of transportation services.
- Educating MPO members and stakeholders about the FAST Act planning requirements and benefits.
- Directing the implementation of FAST Act planning requirements.

ITP and GVMC will jointly identify issues and planning activities in consultation with MDOT, FHWA, and FTA. Draft task descriptions and budgets will be prepared for review by the ITP Board, GVMC Committees, GVMC Board, and funding agencies. Comments will be incorporated in the final 2020 UPWP.

Progress reports, year-end report, and other documentation will be completed for Metro Council's PL Funds, STP-U, CMAQ, and Section 5303 grants administered by MDOT. As indicated in the Work Program budget for this task, administrative charges will be made as separate line items within each grant budget. Attendance at workshops, seminars, and conferences will be reported to MDOT and Metro Council Committees. A GVMC/ITP Unified Work Program for FY2020 will be completed, adopted by Metro Council, and provided to the funding agencies (FHWA/FTA/MDOT) for approval.

Product/Task Timeline

<u>Activity/Product</u>	<u>Timeline</u>
Progress Reports	Monthly
Year-End Report	September
Committee Meeting	Monthly
UPWP Development	February Thru May
Billings	Monthly
Hold meetings to address and educate committee members on FAST Act planning requirements and implementation process.	As needed

Budget

<u>Funding Source</u>	<u>Funding Amount</u>	<u>Performing Agency - GVMC</u>	
STP	\$0.00	Person Weeks	53.30
PL-112	\$306,719.88	Salaries	\$123,522.60
CMAQ	\$0.00	Fringes	\$46,002.77
MDOT-SPR	\$0.00	Direct Cost	\$50,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$155,208.76
GVMC- Match	\$68,014.24	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
TOTAL	\$374,734.13	TOTAL	\$374,734.13

8.0 Land Use Monitoring and Transportation Coordination

Objectives

- 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.

Procedures and Tasks

Tasks which will be undertaken by GVMC staff include ongoing meetings with GVMC membership to coordinate local plans and policies related to land use and transportation with the intention of bringing about region-wide consensus for sustainable development and providing support for the basic elements of livability, environmental protection/enhancement, economic viability and performance measures. Staff will also be involved in updating socio-economic (SE) land use data for use in the travel demand model, scenario planning, and other long- and short-range planning needs studies in compliance with the Planning and Environmental Linkages (PEL) process; and through collaboration with REGIS, contribute to the maintenance of the regional zoning and future land use geodatabases. Staff may also 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. These tasks support multiple national planning factors included in FAST Act legislation.

Task/Products Timeline

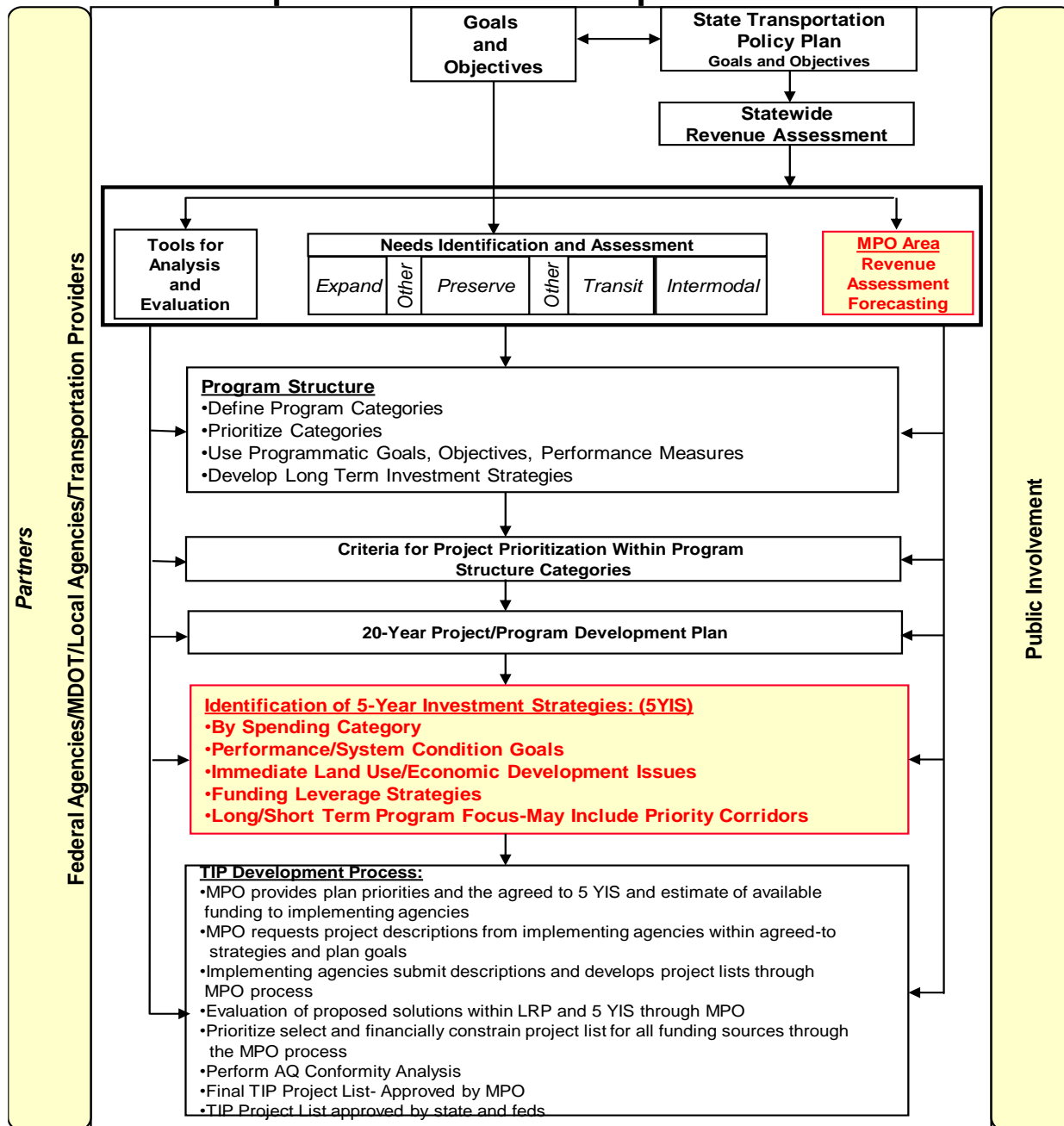
<u>Activity/Product</u>	<u>Timeline</u>
Engagement and Coordination with MPO Members	Ongoing
Land Use TDM Scenario Development	October-January

Funding Source	Funding Amount	Performing Agency - GVMC	
STP	\$0.00	Person Weeks	11.35
PL-112	\$46,401.32	Salaries	\$12,054.52
CMAQ	\$0.00	Fringes	\$4,489.39
MDOT-SPR	\$0.00	Direct Cost	\$25,000.00
FTA-Sec 5303	\$0.00	Indirect Cost	\$15,146.77
GVMC- Match	\$10,289.36	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	N/a
STP-FLEX	N/A	Contractual-PL-112	\$0.00
		Contractual-Sec-5303	N/a
TOTAL	\$56,690.68	TOTAL	\$56,690.68

Appendix A: The Planning Process

MPO Forum

Transportation Plan Development Process



Appendix B: Budget by Performing Agency

**GRAND VALLEY METROPOLITAN COUNCIL/TRANSPORTATION DIVISION
FY2019-2020 UNIFIED PLANNING WORK PROGRAM**

Work Item	GVMC EXPENDITURES						GVMC REVENUES						
	CONTRACT	SALARY	FRINGES	DIRECT	INDR. ALLOC.	TOTAL	STP	PL SEC-112	CMAQ	SPR MTF	FTA SEC-5303	LOCAL MATCH	TOTAL
1.0 DATA BASE MANAGEMENT													
1.1 Demographic & Economic Projections	0	9,511	3,542	25,000	11,951	50,004.70	0	40,929	0	0	0	9,076	50,004.70
1.2 Traffic Volumes & Physical Conditions	0	8,000	2,980	21,380	10,053	42,412.52	0	34,715	0	0	0	7,698	42,412.52
Contractual Services	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
1.3 Geographic Information System Maintenance & Update	0	17,210	6,410	30,000	21,625	75,244.95	0	61,588	0	0	0	13,657	75,244.95
Contractual Services	43,250	0	0	0	0	43,250.00	35,400	0	0	0	0	7,850	43,250.00
SUBTOTAL	43,250	34,722	12,931	76,380	43,629	210,912.18	35,400	137,231	0	0	0	38,281	210,912.18
2.0 LONG RANGE PLANNING													
2.1 Travel Demand/Air Quality Modeling	0	41,339	15,396	20,000	51,944	128,678.80	0	105,324	0	0	0	23,355	128,678.80
Contractual Services	15,000	0	0	0	0	15,000.00	0	12,278	0	0	0	2,723	15,000.00
2.2 2040 Metropolitan Transportation Plan Development/Update	0	35,907	13,373	25,000	45,119	119,398.83	0	97,728	0	0	0	21,671	119,398.83
SUBTOTAL	15,000	77,247	28,769	45,000	97,062	263,077.62	0	215,329	0	0	0	47,749	263,077.62
3.0 SHORT RANGE PLANNING													
3.1 Transportation Improvement Program (TIP)	0	22,862	8,514	15,000	28,726	75,102.40	0	61,471	0	0	0	13,631	75,102.40
3.2 Technical Assistance	0	30,413	11,326	20,000	38,214	99,953.43	0	81,812	0	0	0	18,142	99,953.43
Contractual Services	25,000	0	0	0	0	25,000.00	0	20,463	0	0	0	4,538	25,000.00
3.3 Clean Air Action/ Program	0	26,819	9,988	4,494	33,699	75,000.01	0	0	60,000	0	0	15,000	75,000.01
Contractual Services	25,000	0	0	0	0	25,000.00	0	0	20,000	0	0	5,000	25,000.00
3.4 Freight	0	3,405	1,268	0	4,278	8,950.95	0	7,326	0	0	0	1,625	8,950.95
Contractual Services	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
3.5 Non_Motorized Planning	0	8,901	3,315	20,000	11,185	43,400.87	0	35,524	0	0	0	7,877	43,400.87
Contractual Services	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
3.6 Safety Conscious Planning	0	16,110	6,000	2,500	20,242	44,851.88	0	36,711	0	0	0	8,141	44,851.88
SUBTOTAL	50,000	108,510	40,412	61,994	136,344	397,259.54	0	243,307	80,000	0	0	73,953	397,259.54
4.0 TRANSPORTATION MANAGEMENT SYSTEMS													
4.1 Pavement Management System	0	31,873	11,870	45,000	40,049	128,791.65	0	105,416	0	0	0	23,376	128,791.65
Contractual Services	70,000	0	0	0	0	70,000.00	57,295	0	0	0	0	12,705	70,000.00
4.2 Congestion Management System	0	24,061	8,961	45,000	30,233	108,255.11	0	88,607	0	0	0	19,648	108,255.11
Contractual Services	70,000	0	0	0	0	70,000.00	57,295	0	0	0	0	12,705	70,000.00
4.3 Asset Management***	0	6,235	2,322	7,609	7,834	24,000.48	0	0	0	24,000	0	0	24,000.48
SUBTOTAL	140,000	62,169	23,153	97,609	78,116	401,047.23	114,590	194,023	0	24,000	0	68,434	401,047.23
5.0 RIDESHARING													
5.1 Rideshare	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
SUBTOTAL	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.0 SPECIAL SERVICES PLANNING													
6.1 ADA Compliance	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.2 Human Resource Planning	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.3	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.4	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.5	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.6	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.7	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
6.8	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0
7.0 PROGRAM COORDINATION													
7.1 Administration	0	123,523	46,003	50,000	155,209	374,734.13	0	306,720	0	0	0	68,014	374,734.13
SUBTOTAL	0	123,523	46,003	50,000	155,209	374,734.13	0	306,720	0	0	0	68,014	374,734.13
8.0 COORDINATED ASSET MANAGEMENT SYSTEM													
8.1 Land Use Coordination	0	12,055	4,489	25,000	15,147	56,690.68	0	46,401	0	0	0	10,289	56,690.68
Contractual Services	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00
SUBTOTAL	0	12,055	4,489	25,000	15,147	56,690.68	0	46,401	0	0	0	10,289	56,690.68
		FRINGE RATE =				37.24%							
		INDIRECT ALLOCATION RATE =				91.55%			SPR	0			
TOTALS	248,250	418,224	155,757	355,983	525,508	1,703,721.38	149,990	1,143,011	80,000	24,000	0	306,719	1,703,721.38

**GRAND VALLEY METROPOLITAN COUNCIL/TRANSPORTATION DIVISION
FY2019-2020 UNIFIED PLANNING WORK PROGRAM**

Work Item	CONTRACT	ITP EXPENDITURES				TOTAL	ITP REVENUES						CTF MATCH	ITP MATCH	TOTAL	
		SALARY	FRINGES	DIRECT			CMAQ	CMAQ MATCH	FTA SEC 5339	FTA-5339 MATCH	FTA SEC 26(c)	FTA SEC 5307				
1.0 DATA BASE MANAGEMENT																
1.1 Demographic & Economic Projections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.2 Traffic Volumes & Physical Conditions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.3 Geographic Information System Maintenance & Update	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2.0 LONG RANGE PLANNING																
2.1 Travel Demand/Air Quality Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2.2 2040 Metropolitan Transportation Plan Development/Update	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.0 SHORT RANGE PLANNING																
3.1 Transportation Improvement Program (TIP)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.2 Technical Assistance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.3 Clean Air Action! Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.4 Freight	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.5 Non_Motorized Planning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3.6 Safety Conscious Planning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4.0 TRANSPORTATION MANAGEMENT SYSTEMS																
4.1 Pavement Management System	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4.2 Congestion Management System	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4.3 Asset Management***	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.0 RIDESHARING																
5.1 Rideshare	0	0	0	165,454	165,454	165,454	165,454	0	0	0	0	0	0	0	0	165,454
SUBTOTAL	0	0	0	165,454	165,454	165,454	165,454	0	0	0	0	0	0	0	0	165,454
6.0 SPECIAL SERVICES PLANNING																
6.1 ADA Compliance	53,560	0	0	13,390	66,950	0	0	0	0	0	53,560	13,390	0	0	66,950	
6.2 Human Resource Planning	60,000	0	0	15,000	75,000	0	0	0	0	0	60,000	15,000	0	0	75,000	
6.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SUBTOTAL	113,560	0	0	28,390	141,950	0	0	0	0	0	113,560	28,390	0	0	141,950	
7.0 PROGRAM COORDINATION																
7.1 Administration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8.0 COORDINATED ASSET MANAGEMENT SYSTEM																
8.1 Land Use Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Contractual Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTALS	113,560	0	0	193,844	307,404	165,454	0	0	0	0	113,560	28,390	0	0	307,404	

**GRAND VALLEY METROPOLITAN COUNCIL/TRANSPORTATION DIVISION
FY2019-2020 UNIFIED PLANNING WORK PROGRAM**

Work Item	MDOT		MDOT		AGENCY GRAND TOTAL	Total Expenditure Dollars	Total Revenues Dollars
	EXPENDITURES	SPR	REVENUES MATCH	TOTAL			
1.0 DATA BASE MANAGEMENT							
1.1 Demographic & Economic Projections	2,500	2,000	500	2,500	52,505		
1.2 Traffic Volumes & Physical Conditions	0	0	0	0	42,413		
Contractual Services	0	0	0	0	0		
1.3 Geographic Information System Maintenance & Update	0	0	0	0	75,245		
Contractual Services	1,000	800	200	1,000	44,250		
SUBTOTAL	3,500	2,800	700	3,500	214,412	214,412	214,412
2.0 LONG RANGE PLANNING							
2.1 Travel Demand/Air Quality Modeling	17,700	14,160	3,540	17,700	146,379		
Contractual Services	0	0	0	0	15,000		
2.2 2040 Metropolitan Transportation Plan Development/Update	10,000	8,000	2,000	10,000	129,399		
SUBTOTAL	27,700	22,160	5,540	27,700	290,778	290,778	290,778
3.0 SHORT RANGE PLANNING							
3.1 Transportation Improvement Program (TIP)	6,500	5,200	1,300	6,500	81,602		
3.2 Technical Assistance	6,500	5,200	1,300	6,500	106,453		
Contractual Services	0	0	0	0	25,000		
3.3 Clean Air Action! Program	0	0	0	0	75,000		
Contractual Services	0	0	0	0	25,000		
3.4 Freight	10,000	8,000	2,000	10,000	18,951		
Contractual Services	0	0	0	0	0		
3.5 Non_Motorized Planning	6,500	5,200	1,300	6,500	49,901		
Contractual Services	0	0	0	0	0		
3.6 Safety Conscious Planning	0	0	0	0	44,852		
SUBTOTAL	29,500	23,600	5,900	29,500	426,760	426,760	426,760
4.0 TRANSPORTATION MANAGEMENT SYSTEMS							
4.1 Pavement Management System	3,500	2,800	700	3,500	132,292		
Contractual Services	0	0	0	0	70,000		
4.2 Congestion Management System	3,000	2,400	600	3,000	111,255		
Contractual Services	0	0	0	0	70,000		
4.3 Asset Management***	0	0	0	0	24,000		
SUBTOTAL	6,500	5,200	1,300	6,500	407,547	407,547	407,547
5.0 RIDESHARING							
5.1 Rideshare	0	0	0	0	165,454		
SUBTOTAL	0	0	0	0	165,454	165,454	165,454
6.0 SPECIAL SERVICES PLANNING							
6.1 ADA Compliance	0	0	0	0	66,950		
6.2 Human Resource Planning	0	0	0	0	75,000		
6.3	0	0	0	0	0		
6.4	0	0	0	0	0		
6.5	0	0	0	0	0		
6.6	0	0	0	0	0		
6.7	0	0	0	0	0		
6.8	0	0	0	0	0		
SUBTOTAL	0	0	0	0	141,950	141,950	141,950
7.0 PROGRAM COORDINATION							
7.1 Administration	20,000	16,000	4,000	20,000	394,734		
SUBTOTAL	20,000	16,000	4,000	20,000	394,734	394,734	394,734
8.0 COORDINATED ASSET MANAGEMENT SYSTEM							
8.1 Land Use Coordination	5,000	4,000	1,000	5,000	61,691		
Contractual Services	0	0	0	0	0		
SUBTOTAL	5,000	4,000	1,000	5,000	61,691	61,691	61,691
TOTALS	92,200	73,760	18,440	92,200	2,103,325	2,103,325	2,103,325

Appendix C: FY2020 UPWP Resolution


RESOLUTION OF APPROVAL FOR FY2020 UNIFIED PLANNING WORK PROGRAM

Resolution of the Grand Valley Metropolitan Council approving the Unified Planning Work Program for the Fiscal Year 2020

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 3C urban transportation planning process for the Grand Rapids urbanized area has been certified according to the requirements of 23 CFR 450.114 (c); and

NOW, THEREFORE, BE IT RESOLVED that the Grand Valley Metropolitan Council adopt the Unified Planning Work Program for Fiscal Year 2020.



GVMC Executive Director, John Weiss

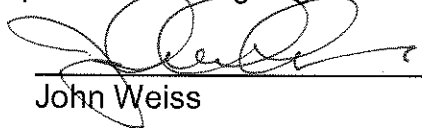
6/6/2019
Date

Appendix D: Grand Valley Metropolitan Council Metropolitan 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



John Weiss

Executive Director

Title

6/6/2019

Date

Michigan Department of Transportation

Signature

Title

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, 2019 to establish billing or final indirect costs rates for fiscal year ending September 30, 2020 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: 06/06/2019

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 FY2020 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 TIP 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 these notices on February 26, 2019. Examples of our web notice and Facebook and Twitter post are included on the following pages.

← → 🏠 <https://www.gvmc.org/latest-developments/2019/2/26/gvmc-to-begin-development-of-fy2020-unified-planning-work-program-upwp> ☆ 🌐

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GVMC

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GVMC to Begin Development of FY2020 Unified Planning Work Program (UPWP)

FEBRUARY 26, 2019

GVMC will begin development of the FY2020 Unified Planning Work Program (UPWP) in March, 2019. GVMC's FY2020 UPWP will incorporate, in one document, 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. The document will provide 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.

For more information, please visit our [UPWP page](#) or contact [Andrea Faber](#). The draft document will be posted online when it's complete.

f t in 📺 ♥

NEXT
[FY2020-2023 TIP Development Update](#) >

Grand Valley Metropolitan Council

(616) 776-3876 | Fax (616) 774-9292
 678 Front Ave, N.W., Suite 200
 Grand Rapids, MI 49504


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Grand Valley Metropolitan Council
 Published by Andrea Faber · Just now

GVMC will begin development of the FY2020 Unified Planning Work Program (UPWP) in March, 2019. 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, click here: <https://www.gvmc.org/gvmc-to-begin-development-of-fy2020-...>



GVMC to Begin Development of FY2020 Unified Planning Work Program (UPWP)

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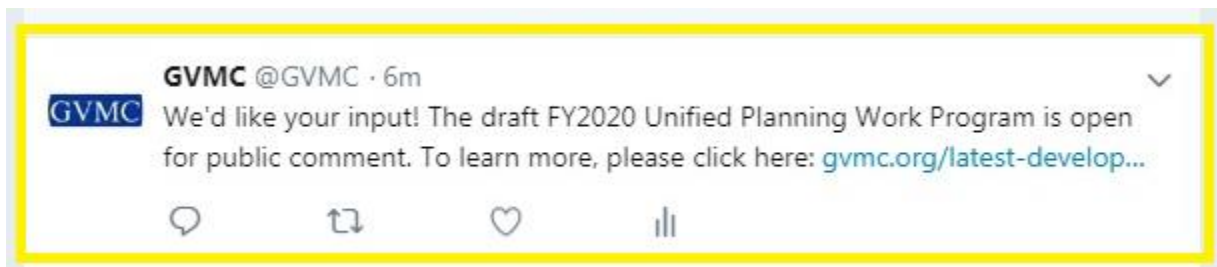
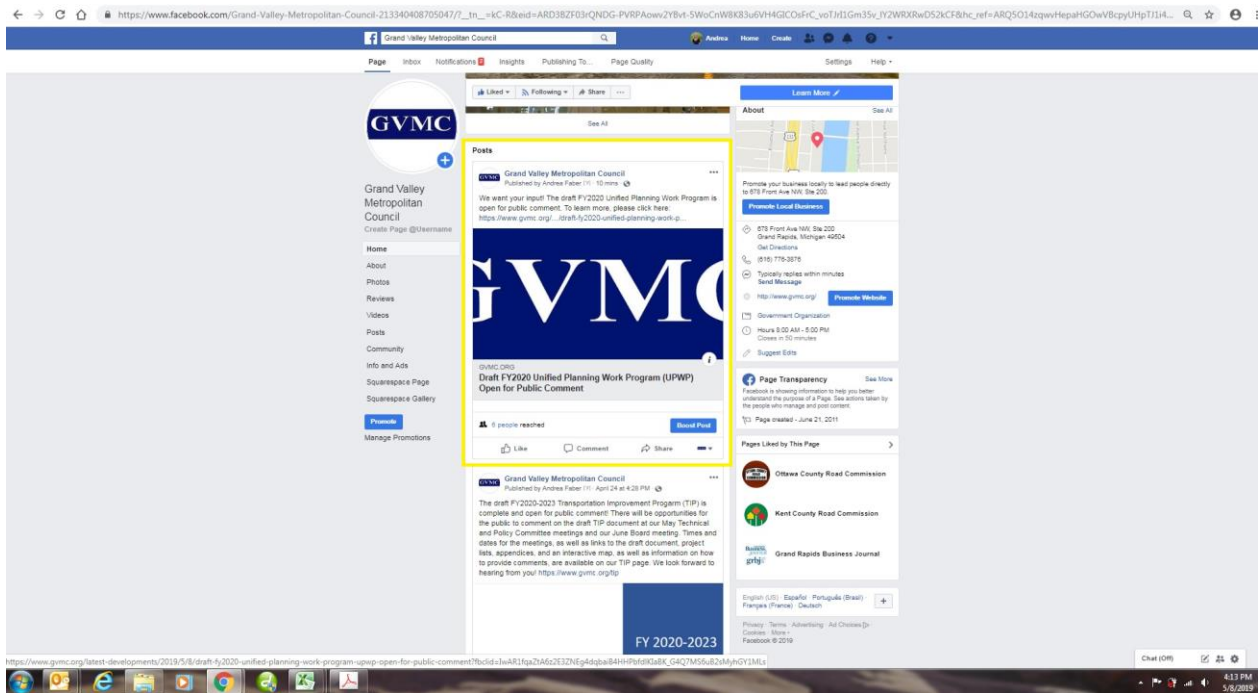
Chat (0/1) 3:15 PM 2/26/2019



Milestone 2: Adoption of 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 were available at both meetings. The public was notified of this public comment opportunity by postings on GVMC’s website on May 8, a week before the Policy Committee meeting. Notices were also published on Twitter and GVMC’s Facebook page on May 8, and the Rapid and Linc Up also shared the Facebook posts with their audiences. Examples of these notices are below.





Public Meetings

There were public comment opportunities at the Policy Committee meeting on Wednesday, May 15, and at the GVMC Board meeting on Thursday, June 6. No members of the public attended the Policy Committee or the GVMC Board meeting.

Comments Received

No public comments were received on 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	Facebook Post	Twitter Post
Milestone 1 Public Involvement	26 page views	1,386 reached	72 impressions
Milestone 2 Public Involvement	43 page views	1,171 reached	41 impressions

There were also 91 page views of our Unified Planning Work Program page between January 1st and June 5th, 2019.

Appendix G: MPO Technical & Policy Committee Membership List

Ada Township

Policy Committee Representative: George Haga (ghaga@adatownshipmi.com)

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

7330 Thornapple River Dr.—PO Box 370

Ada, Michigan 49301

Phone (616) 676-9191

Algoma Township

Policy Committee Representative: Kevin Green (supervisor@algotatwp.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: Tom Hooker (tomhooker@byrontownship.org)

Technical Committee Representative: Tom Hooker

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@ci.kentwood.mi.us)

8495 Woodland Forest

Alto, Michigan 49302

Phone (616) 891-0070

Caledonia, Village of

Policy Committee Representative: Sandy Stelma (sandy@villageofcaledonia.org)
Technical Committee Representative: Sandy Stelma
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
Technical Committee Representative: Steve Peterson (speterson@cascadetwp.com)
Ben Swayze-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: Member awaiting appointment
Technical Committee Representative: Matt McConnon (mattmccnon@gmail.com)
7450 14 Mile Rd.
Rockford, Michigan 49341
Phone (616) 866-0622

East Grand Rapids, City of

Policy Committee Representative: Doug LaFave (dlafave@eastgr.org)
Brian Donovan - alternate (bdonovan@eastgr.org)
Technical Committee Representative: Doug LaFave
Brian Donovan - alternate
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: Roy Hawkins (rhawkins@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@grandrapdstwp.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: Jim Holtrop (jholtrop@hudsonville.org)
Technical Committee Representative: Dan Strikwerda (dstrikwe@hudsonville.org)
3275 Central Blvd.

Hudsonville, Michigan 49426
Phone (616) 669-0200

Interurban Transit Partnership – The Rapid

Policy Committee Representative: Andrew Johnson (ajohnson@ridetherapid.org)
Technical Committee Representative: Kevin Wisselink (kwisselink@ridetherapid.org)
Liz Schelling – alternate (lschelling@ridetherapid.org)
300 Ellsworth
Grand Rapids, Michigan 49503
Phone (616) 456-7514

Jamestown Township

Policy Committee Representative: Gail Altman (Altman_gail@yahoo.com)
Technical Committee Representative: Ken Bergwerff (kbergwerff@twp.jamestown.mi.us)
2380 Riley St.
Hudsonville, MI 49426
Phone (616) 896-8376

Kent County Board of Commissioners

Policy Committee Representative: Stephen Wooden
(Stephen.wooden@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 (schweitt@ci.kentwood.mi.us)
Tim Bradshaw – alternate
Technical Committee Representative: Tim Bradshaw (bradshawt@ci.kentwood.mi.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: Eric Mullen (MullenE@michigan.gov)

Technical Committee Representative: Tom Doyle (DOYLET@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

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Ottawa County Road Commission

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