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SAND LAKE • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

POLICY COMMITTEE

Wednesday, September 19, 2018

9:30 AM

**KENT COUNTY ROAD COMMISSION OFFICES
COMMISSIONERS BOARD ROOM
1500 SCRIBNER NW, GRAND RAPIDS**

AGENDA

- I. ROLL CALL AND INTRODUCTIONS**
- II. APPROVAL OF MINUTES—ACTION: Dated May 16, 2018.
Please refer to Item II: Attachment A**
- III. OPPORTUNITY FOR PUBLIC COMMENT**
- IV. FY2017-2020 TIP AMENDMENTS/MODIFICATIONS—ACTION: MDOT, OCRC, KCRC, and Kentwood are requesting to amend/modify the FY2017-2020 TIP.
Please refer to Item IV: Attachment A**
- V. APPROVAL OF REVISED POLICIES AND PRACTICES DOCUMENT—ACTION:
The Committee will be asked to approve the revised Policies and Practices document. Please refer to Item V: Attachment A**
- VI. PUBLIC PARTICIPATION PLAN—ACTION: The Committee will be asked to approve the draft Public Participation Plan. Please refer to Item VI: Attachment A**
- VII. PRESENTATIONS BY MDOT AND GVMC STAFF ON PERFORMANCE MEASURES—INFORMATION: MDOT and GVMC staff will present the System Performance Measure and Pavement PM Final Rules and State Targets.
Please refer to Item VII: Attachments A, B, and C**
- VIII. PAVEMENT/BRIDGE AND SYSTEM PERFORMANCE MEASURE TARGETS—ACTION: The Committee will be asked to take action to support State performance targets. Please refer to Item VIII: Attachment A**
- IX. OTHER BUSINESS**
- X. ADJOURNMENT**

MINUTES

**Grand Valley Metropolitan Council
Transportation Division
POLICY COMMITTEE
Wednesday, May 16, 2018
Kent County Road Commission
1500 Scribner NW, Grand Rapids, MI**

Schmalzel, chair of the Policy Committee, called the meeting to order at 9:34 am. Those present introduced themselves to the Committee.

I. ROLL CALL AND INTRODUCTIONS**Voting Members Present**Darrell Schmalzel, *Chair*

Terry Brod

Dan Burrill

Tim Grifhorst

Tom Hooker

Dennis Kent

*Proxy for
Mike Burns*

Ken Krombeen

Doug LaFave

Jeff McCaul

Betsy Melton

Jim Miedema

Liz Schelling

Terry Schweitzer

Dan Strikwerda

*Proxy for
Jim Holtrop*

Cameron Van Wyngarden

Peter Varga

Steve Warren

Rod Weersing

City of Walker

Cannon Township

City of Wyoming

Tallmadge Township

Byron Township

MDOT

City of Lowell

City of Grandville

City of East Grand Rapids

City of Grand Rapids

Kent County Commissioner

OCRC

ITP-The Rapid

City of Kentwood

City of Hudsonville

City of Hudsonville

Plainfield Township

ITP – The Rapid

KCRC

Georgetown Township

Staff and Non-Voting Guests Present

Amanda Chatel

Andrea Faber

Art Green

Abed Itani

Nick Jasinslei

Laurel Joseph

Dina Reed

Darrell Robinson

Norm Sevensma

Kerri Smit

George Yang

GR Resident

GVMC

GRTSC/MDOT

GVMC

MDOT

GVMC

ITP-The Rapid

GVMC

WMEAC-RWBC

GVMC

GVMC

Voting Members Not Present

Gail Altman
 Tim Bradshaw
 Mike Burns
 Jamie Davies
 Eric DeLong
 Michael DeVries
 Robert DeWard
 David Dewey
 David Ducat
 Tom Ecklund
 Adam Elenbaas
 Betty Gajewski
 Kevin Green
 George Haga
 Jerry Hale
 Bryan Harrison
 Jim Holtrop
 Jim Holtvluwer
 John Lanum
 Brett Laughlin
 Greg Madura
 Tom Noreen
 Rob Postema
 Julius Suchy
 Ben Swayze
 Toby VanEss
 Rod Weersing
 Mike Womak
 Member awaiting appointment

Jamestown Township
 City of Kentwood
 City of Lowell
 City of Rockford
 City of Grand Rapids
 Grand Rapids Charter Township
 Gaines Charter Township
 Village of Sand Lake
 City of Cedar Springs
 GRFIAA
 Allendale Township
 OCRC
 Algoma Township
 Ada Township
 Lowell Township
 Caledonia Charter Township
 City of Hudsonville
 Ottawa County
 MDOT
 OCRC
 Alpine Township
 Nelson Township
 City of Wyoming
 Village of Sparta
 Cascade Charter Township
 Tallmadge Township
 Georgetown Township
 City of Cedar Springs
 Courtland Township

II. APPROVAL OF MINUTES

Schmalzel entertained a motion to approve the March 21, 2018 Policy Committee minutes.

MOTION by Burrill, SUPPORT by Krombeen, to approve the March 21, 2018 Policy Committee minutes. MOTION CARRIED UNANIMOUSLY.

III. OPPORTUNITY FOR PUBLIC COMMENT

None.

IV. FY2017-2020 TIP AMENDMENTS/MODIFICATIONS

Referring to **Item IV: Attachments A through F**, Robinson stated that several 5310 recipients and MDOT are requesting to amend/modify the FY2017-2020 TIP. MDOT is also asking the Committee to support one of the US-131 @ 100th street alternatives.

Robinson discussed that MDOT has a long list of items, mostly updates to GPAs and adding new GPAs. Updating GPAs for the next fiscal year is typical this time of year. There was an addition to this list from Kent which was passed out to everyone. It was a job that

was added and approved at the Technical Committee and missed in the agenda—131 at 68th Street—a new car pool lot.

Kent confirmed what Robinson stated. He also added that they would like to add an illustrative project—a longer term project at 100th Street and 131—and wanted to get the process started to get it entered into the TIP. Funding will need to be lined up, hopefully later this summer or fall.

FY	JN	Route	Location	Work Description	Phase	Total Cost Est. (\$000)	Change
18	TBD	US-131	@ 54 th Street & I-196	Emergency Beam Repairs	PE	\$10	New Trunkline Bridge Preservation GPA Project
18	TBD	US-131	@ Indian Lakes Road	Emergency Beam Repairs	PE	\$10	New Trunkline Bridge Preservation GPA Project
18	202922	US-131	@ Hall Street	Wrong-Way Vehicle Detectors	Const.	\$66,000	New Trunkline T/S GPA Project
18	N/A	Various	Areawide – GPA	Trunkline Highway Preservation	Var.	\$4,300	GPA Line Item Budget-Cost Increase
19	N/A	Various	Areawide – GPA	Trunkline Bridge Rehab & Replacement	Var.	\$3,500*	New GPA Line Item Category
19	N/A	Various	Areawide GPA	Trunkline Bridge Preservation	Var.	\$1,000	New GPA Line Item Category
19	N/A	Various	Areawide – GPA	Trunkline Highway Rehab and Reconstruct	Var.	\$1,000 *	New GPA Line Item Category
19	N/A	Various	Areawide – GPA	Trunkline Highway Preservation	Var.	\$5,500	New GPA Line Item Category
19	N/A	Various	Areawide - GPA	Trunkline Traffic Operations & Safety	Var.	\$6,000 *	New GPA Line Item Category
19	N/A	Various	Areawide - GPA	Trunkline Roadside	Var.	\$400	New GPA Line Item Category
19	N/A	Various	Areawide - GPA	Trunkline Scoping and Studies	Var.	\$2,100	New GPA Line Item Category
19	N/A	Various	Areawide - GPA	Trunkline Livability and Sustainability	Var.	\$100*	New GPA Line Item Category

* Based on projects identified in GPA list and historical spending patterns

FY	JN	Route	Location	Work Description	Phase	Total Cost Est. (\$000)	Change
19	202386	US-131	N.O. 10 Mile Rd. (Rest Area)	Sanitary Drain Field Rehab.	Const.	\$274	Change Year Trunkline Roadside GPA Project
19	201965	US-131	10 Mile Road Carpool Lot	Mill and Resurface	PE	\$5	New Trunkline Roadside GPA Project
19	201965	US-131	10 Mile Road Carpool Lot	Mill and Resurface	Const.	\$67	New Trunkline Roadside GPA Project
19	201942	US-131	36 th Street to I-96	Queue Detection and	EPE	\$25	New TOS GPA Project

				Control Devices			
19	TBD	US-131	@ 54 th Street & I-196	Emergency Beam Repairs	Const.	\$10	New Trunkline Bridge Preservation GPA Project
19	TBD	US-131	@ Indian Lakes Road	Emergency Beam Repairs	Const.	\$10	New Trunkline Bridge Preservation GPA Project
19	124631	Various	Regionwide	ITS Control Room Operations	EPE	\$850	New TOS GPA Project
19	124632	Various	Regionwide	ITS Operation and Maintenance	EPE	\$900	New TOS GPA Project
19	129341	I-196	32 nd Avenue to 44 th Street	ITS Cameras and Related Equipment	PE	\$75	New TOS GPA Project
19	200162	M-37	Lake Eastbrook Blvd. to I-96	Concrete Joint Repairs	PE	\$60	New Trunkline Road Preservation GPA Project
19	200171	M-37	44 th Street to 32 nd Street	Mill and Resurface	PE	\$59	New Trunkline Road Preservation GPA Project
19	TBD	Various	Regionwide	Trunkline Road Scoping	EPE	\$1,700	New Trunkline Scoping GPA Project
19	TBD	Various	Regionwide	Trunkline Bridge Scoping	EPE	\$350	New Trunkline Scoping GPA Project
19	131775	I-96	68 th Ave. to Bristol Ave.	Concrete Joint Repairs and Resealing	Const.	\$2,441 (50% in GVMC MPO)	Trunkline Road Preservation GPA Project Cost and Year Change
20	129341	I-196	32 nd Avenue to 44 th Street	ITS Cameras and Related Equipment	Const.	\$500	New TOS GPA Project
20	200162	M-37	Lake Eastbrook Blvd. to I-96	Concrete Joint Repairs	Const.	\$1,523	New Trunkline Road Preservation GPA Project
20	200171	M-37	44 th Street to 32 nd Street	Mill and Resurface	Const.	\$872	New Trunkline Road Preservation GPA Project

Schmalzel asked if there were any questions with the MDOT list besides the 100th Street project. Robinson recommended taking everything as part of one action, and noted a couple more things needed to be added. Kent asked to put the 100 Street alternative in the illustrative list as part of this action. Robinson advised the Committee to please note the addition from Kent's memo on the backside—100 Street Bridge replacement interchange approval—that it would be added to the illustrative list.

Robinson added another new request: the 5310 funds for 2019. These are added to the TIP pending approval of the Federal Transit Administration. Most projects are minor in scope,

such as the addition of buses, communication equipment/computers, etc. Several agencies (Senior Neighbors, Georgetown Seniors, Hope Network) requested to add Enhanced Mobility of Seniors and Individuals with Disabilities projects.

Robinson added a third request for ITP-The Rapid. They did not get their grant information to ITP until last week which is why it was late coming in and did not get added to the Technical Committee agenda. There are two fund sources—5307 and 5339—and both are replacement CNG funds for buses. The original amount of the 5307 fund is reduced from \$4.5 million to almost \$4.3 million. The 5339, same project, Replacement CNG Buses, is going up from \$926K to almost \$1.2 million. Schweitzer asked how many buses were associated with the funds. Reed answered eleven and three. Schmalzel asked about the lifecycle of the CNG buses. Varga answered that they just started replacing the CNG buses and that the lifecycle is typically 12 years. Discussion ensued.

Schmalzel asked for clarification on the 100th Street proposal. Robinson stated that MDOT is requesting to add it to the illustrative list so it can be moved into the TIP at a later date. The 100th Street Bridge has been hit several times, and MDOT is doing a temporary fix until they can get the money to replace the bridge. Robinson clarified that this request is just to have it added to the illustrative list and not select an option at this time. There will be another action that is separate from the amendments.

MOTION by Varga, SUPPORT by Schweitzer, to approve the amendments/modifications to the FY2017-2020 TIP requested by MDOT and the 5310 recipient agencies. MOTION CARRIED UNANIMOUSLY.

The second item discussed was 100th Street. Kent stated he was looking for support from the MPO on which alternative they would like to move forward with. One option is to have the more traditional diamond with wide shoulders on each side and sidewalk or a non-motorized option. The other option is the roundabout two lane bridge which would be narrower again with wide shoulders and non-motorized options. The roundabout is a constant flow of traffic which has an advantage to it. On the negative side the construction would impact the service station located on the northeast side. The roundabout would also be more difficult to replace in the future. There was concern on how the trucks in the area would be able to get around the roundabout. From a local standpoint the preference would be the tight diamond option for both the operational aspect and the ability to expand in the future. There have been discussions with MDOT, the Kent County Road Commission, and Byron Township about this and a Planning Environmental Languages study has been completed. The pricing is about the same for both options. The project is not fully funded, but MDOT would like endorsement with one alternative or the other to hopefully move forward. Byron Township and the local business community support the tight diamond over the roundabout option.

Hooker stated that there have been nine hits this year on the 100th Street Bridge. The latest was this past weekend. He stated that he met with over 30 businesses, and they were unanimously opposed to the roundabout because of the large industrial area. Trucking companies feared they would tear it up. Not one of the businesses supported the roundabout, and there were several letters of opposition. Byron Township is firmly behind the tight diamond alternative. Warren agreed with Hooker in support of the tight diamond. Discussion ensued.

Schmalzel asked if the Tech Committee supplied a recommendation. Several replied that the Technical Committee supported the tight diamond alternative.

Schweitzer asked about MDOT's experience with roundabouts in interchanges, primarily with trucks. Kent explained that it is mixed. There are places where it works, but he has heard that trucking industries in general are a little less comfortable with roundabouts. With standard cars it works alright. A landfill is planning to expand to the south to a state of the art recycling operation. They own several hundred acres in Allegan County, adjacent to the bridge. That could be a factor going forward.

Schmalzel entertained a motion to support the tight diamond alternative.

MOTION by Hooker , SUPPORT by Warren, to support the tight diamond alternative for the 100th Street bridge project. MOTION CARRIED UNANIMOUSLY.

V. TRANSIT ASSET MANAGEMENT STATE OF GOOD REPAIR REGIONAL TARGETS

Joseph stated one of the performance measure areas is Transit Asset Management state of good repair. The final rule was effective in October 2016. Last fall, the Technical and Policy Committees moved to support The Rapid's targets. This year we also received agency targets from MDOT and Hope Network as well, so there are three sets of targets for agencies in our region. FTA literature recommends that MPOs adopt one region-level target for each asset class rather than list the individual agency-level targets. Therefore, we met with the transit agencies and did follow up with them to coordinate on the development of one set of region-level targets we can use to assess, at a planning level, how the GVMC region is performing in this area. The result of this coordination effort is the set of targets listed in the memo, which are now up for this committee's consideration. We took a conservative approach and tried to develop a set of targets that takes into consideration both the rural and urban agencies and their different needs and capacities. These targets will not have to be updated annually, but will be revisited during each MTP update process. The Technical Committee has recommended approval.

MOTION by Varga, SUPPORT by Schweitzer , to approve the adoption of regional transit asset management state of good repair performance targets. MOTION CARRIED UNANIMOUSLY.

VI. FY2017-2020 TIP DOCUMENT AMENDMENT

Referring to **Item VI: Attachment A**, Robinson discussed that another requirement of the MPO is to have performance measure language in the TIP document. This document was created before performance measures were in existence or approved by the Federal legislation. MAP-21 and the new FAST Act require us to include performance measures in the TIP document. An MTPA subcommittee attempted to create this language to insert in our documents, and it addresses the safety performance measure as well as the Transit State of Good Repair measure. With FTA we would have to amend this document again in October to include the State of Good Repair measures, so we went ahead and inserted that language as well. Federal Highway and Federal Transit have seen these. The language regarding the safety performance measure has to be incorporated by May 27th in order to continue amending the TIP. After approval by the Policy Committee, this item will need to go on to FHWA for approval as well.

MOTION by Varga, SUPPORT by Strikwerda, to approve amending the FY2017-2020 TIP document to comply with performance-based planning requirements. MOTION CARRIED UNANIMOUSLY.

VII. PROPOSED FY2019 UNIFIED PLANNING WORK PROGRAM (UPWP) ACTIVITIES AND BUDGET

Faber stated that the Unified Work Program includes a budget for all federally assisted transportation planning activities that GVMC, ITP and MDOT will undertake. It must be submitted annually to all sponsoring federal agencies. Included in the agenda packet is a general outline of the FY2019 UPWP transportation tasks related to the GVMC Transportation Department. This year will be busy, as staff will be developing a new TIP, a new MTP, a freight plan, a non-motorized update, etc.

Itani added that Faber and Joseph worked together this year on the Unified Work Program. We looked at what the Federal Regs are requiring from us. In the past they had eight planning factors that we need to address in order to develop the long range transportation plan and the TIP. Washington decided to add two more planning factors, including to improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation, as well as enhance travel and tourism. The information in the agenda is a reflection of what the Feds would like done. Itani added that next year is a very important year for us as staff will be developing the new 2045 Metropolitan Transportation Plan and the new FY2020-2023 TIP. The new TIP has to be in place before September 30th, 2019. Staff will continue to be involved in collecting traffic data, pavement condition, monitoring congestion, etc. Staff will be involved in two different studies, one in Hudsonville and the other in a four corner study (Cascade, Caledonia, Gaines and Kentwood). The MPO will need to develop a process to demonstrate to the Feds that we are attaining performance-based planning and programming requirements. Itani noted that funding changes every year based on the level of activity. One year it's up 1% and the next it could be down 1% depending on the activities. Itani did an analysis on the dues and found they were up a little. Last year, GVMC collected \$260,000 in dues and the new analysis was showing that \$264,000 - \$265,000 was needed. Itani discussed this with GVMC Executive Director John Weiss and decided to keep the dues the same as last year instead of raising them. The dues have been the same for the past 4 years. The staff level is expected to remain the same this year.

FY2019		FY2017	FY2018	FY2019
<u>MPO Membership Dues Estimates</u>	<u>Population</u>	<u>Dues</u>	<u>Dues</u>	<u>Dues</u>
Kent Co Rd Comm Urban		\$39,512	\$39,512	\$39,524
Kent Co Rd Comm Rural		\$6,196	\$6,196	\$6,259
Ada	13,142	\$1,987	\$1,987	\$1,998
Algoma	9,932	\$1,501	\$1,501	\$1,510
Alpine	13,336	\$2,016	\$2,016	\$2,028
Byron	20,317	\$3,071	\$3,071	\$3,089
Caledonia	10,821	\$1,636	\$1,636	\$1,645
Cannon	13,336	\$2,016	\$2,016	\$2,028
Cascade	17,134	\$2,590	\$2,590	\$2,605
Courtland	7,678	\$1,161	\$1,161	\$1,167
Gaines	25,146	\$3,801	\$3,801	\$3,823
Grand Rapids	16,661	\$2,519	\$2,519	\$2,533
Plainfield	30,952	\$4,679	\$4,679	\$4,706

Lowell	5,949	\$899	\$899	\$904
Nelson	4,764	\$0	\$0	\$724
Subtotal	\$189,168	\$73,585	\$73,585	\$74,544
Ottawa Co Rd Comm Urban		\$11,830	\$11,830	\$12,005
Ottawa Co Rd Comm Rural		\$381	\$381	\$366
Allendale	20,708	\$2,870	\$2,870	\$3,029
Georgetown	46,985	\$6,511	\$6,511	\$6,872
Jamestown	7,034	\$975	\$975	\$1,029
Tallmadge	7,575	\$1,050	\$1,050	\$1,108
Subtotal	82,302	\$23,617	\$23,617	\$24,408
Cities/Villages				
Cedar Springs	3,509	\$721	\$721	\$767
Caledonia	1,512	\$0	\$0	\$474
East Grand Rapids	10,694	\$2,126	\$2,126	\$2,259
Grand Rapids	188,040	\$39,429	\$39,429	\$40,957
Grandville	15,378	\$4,699	\$4,699	\$5,038
Hudsonville	7,116	\$1,848	\$1,848	\$1,976
Kentwood	48,707	\$11,260	\$11,260	\$11,508
Lowell	3,783	\$906	\$906	\$967
Rockford	5,719	\$1,371	\$1,371	\$1,463
Sand Lake Village	492	\$345	\$345	\$374
Sparta Village	4,140	\$0	\$692	\$755
Walker	23,537	\$6,727	\$6,727	\$7,203
Wyoming	72,125	\$17,551	\$17,551	\$18,137
Subtotal	382,748	\$86,986	\$87,678	\$91,878
Other Transportation Members				
ITP	N/A	\$14,500	\$14,500	\$14,500
Gerald R. Ford Airport	N/A	\$1,500	\$1,500	\$1,500
MDOT	N/A	\$0	\$0	\$0
Subtotal		\$16,000	\$16,000	\$16,000
Kent County	602,622	\$3,000	\$3,000	\$3,000
Ottawa County	89,418	\$1,476	\$1,476	\$1,476
Subtotal		\$4,476	\$4,476	\$4,476
GVMC		\$50,000	\$50,000	\$55,000
Total		\$254,664	\$255,356	\$266,306

Schweitzer suggested adding all the details of the Hudsonville and four corners study to the UPWP. Itani agreed to add that under Technical Assistance.

Schmalzel asked for and entertained a motion to open a public hearing about the budget.

MOTION by VanWynngarden, SUPPORT by Grifthorst, to open a public hearing to discuss the proposed FY2019 Unified Planning Work Program (UPWP) Activities and Budget. MOTION CARRIED UNANIMOUSLY.

There were no comments.

MOTION by Burrill, SUPPORT by Hooker, to close the public hearing to discuss the proposed FY2019 Unified Planning Work Program (UPWP) Activities and Budget. MOTION CARRIED UNANIMOUSLY.

MOTION by Warren, SUPPORT by LaFave, to approve the proposed FY2019 UNIFIED Planning Work Program (UPWP) Activities and Budget before it's presented to the Board for final approval in June. MOTION CARRIED UNANIMOUSLY.

VIII. GVMC TRAFFIC SAFETY PLAN AND CMP REVIEW

Referring to Item VIII: Attachment A, Yang discussed that GVMC is required by FHWA to develop a Traffic Safety Plan and CMP. We uploaded the draft version of these documents on our website. Yang asked the Committee to please review them, and if there are questions or comments, to let him know. No action or approval was needed at this time.

Schweitzer asked if the state has adopted safety measures. Kent replied yes, the same safety measures as GVMC. Robinson stated the MPO has until November 16 to decide if it wishes to support state targets for the Pavement and Bridge and System Performance measure or develop its own. Discussion ensued.

IX. OTHER BUSINESS

Itani stated that there is a redistribution order from the Federal Government. The outcome of the redistribution is that we should expect roughly \$1.68 million dollars of additional funds to be spent between FY2018 and FY2019. The amount of funding has not yet been released because MDOT is trying to figure out if the \$1.68 million dollars is the right amount that meets the 75/25. It is considered STP money so it can be used however we want. Discussion ensued.

Schweitzer asked about the status of CMAQ funding. Itani stated that he believes the area will continue to receive CMAQ money until FY2020. He also explained the lawsuit against the EPA by South Coast Air Quality Management District in South Florida. They sued the EPA to say that for the 1997 ozone standard, you can take off the designation for attainment areas, but you cannot stop doing conformity. This is unprecedented and brand new and impacts GVMC. The decision impacts 12 non-attainment areas across the state of Michigan. There will be a hold for Federal approval for changes or additions to non-exempt projects until GVMC can start to do conformity analysis. An assessment is needed on all projects in the TIP to see which projects are non-exempt. If you have an amendment to the TIP that is a non-exempt project GVMC will have to run conformity and submit the TIP amendment. This applies to new TIPs and long range plans.

Kent added that it's not clear how CMAQ funding will be distributed in the non-attainment areas. Discussion ensued.

Robinson noted the following three items:

- Obligation authority for the TIP will run out late June or early July for FY2018. He suggested that if you have not obligated a project, you get it in as fast as you can.
- Because of all the new regulations for performance-based planning, we will start developing the FY2020-2023 TIP earlier. We will not be having a Tech or Policy meeting in July, but will meet with TPSG instead in order to review the Policies and Practices document.
- GVMC's certification review will take place from June 19-21. Multiple agencies, including federal agencies, will be meeting here to discuss how business is conducted. This takes place every 4 years. They have asked the Policy Committee in the past for feedback on how we are doing and may do so again. Itani added that they come to make sure we are following through with Federal guidelines. If we do not follow the guidelines, they can stop our Federal funding.

Varga announced that The Rapid has hired a new Deputy CEO of Administration – Dina Reed.

X. ADJOURNMENT

Schmalzel entertained a motion to adjourn the May 16, 2018 Policy Committee meeting.

MOTION by Burrill, SUPPORT by Grifhorst, to adjourn the May 16, 2018 Policy Committee meeting at 10:32 am. MOTION CARRIED UNANIMOUSLY.



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MEMORANDUM

DATE: September 13, 2018

TO: Policy Committee

FROM: Laurel Joseph, Transportation Planner

RE: **TIP Amendment/Modifications**

MDOT, OCRC, KCRC, and Kentwood are requesting to amend/modify the FY2017-2020 TIP. Staff is also requesting the review of the local/transit action pending JobNet report to determine the appropriate actions that need to be taken. Here are the specific requests:

- MDOT is requesting committee review of the trunkline action pending JobNet report to determine the appropriate amend/modify action for these items. MDOT is also requesting to amend an existing project, add a project to the TIP illustrative list, and add two GPA projects to the TIP via administrative modification (Please see attachments).
- OCRC is requesting to add a FY2019 project to the TIP that was approved through the Local Bridge Program (Please see attachment).
- KCRC is requesting to move a MDOT-funded TAP project from FY2018 to FY2019 and requesting to add a new MDOT-funded TAP project to the FY2019 TIP (Please see attachment).
- Kentwood is requesting to add a SRTS project to the TIP for FY2019 (Please see attachment).
- Staff is requesting the review of the local/transit action pending JobNet report to determine the appropriate actions that need to be taken (Please see attachments).

If you have any questions, please do not hesitate to contact me at (616) 776-7610.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

DATE: September 12, 2018

TO: Abed Itani, Transportation Director
Grand Valley Metro Council

FROM: Dennis Kent, Region Transportation Planner
MDOT/Grand Region

SUBJECT: **FY 2017-20 MDOT TIP Revisions-Updated 9-12-18**

MDOT is requesting the following Amendments, MPO Adjustments and/or Administrative Modifications to the GVMC FY 2017-20 MPO Transportation Improvement Program (TIP) project list and General Program Account (GPA) projects, on the attached JobNet summary and the proposed changes below, which are not included in JobNet at this time

FY 2018/19/20 – Trunkline Project Changes

FY	JN	Route	Location	Work Description	Phase	Total Cost Est. (\$000)	Change
19	45790	I-196	Fuller Avenue to I-96 Junction	Reconstruct EB/WB freeway and add WB lane and realign ramps to M-44 (East Beltline)	Const.	\$31,000 (Amendment to existing TIP project)	Cost Increase to include additional elements associated with the new ramps to M-44
19	45790	I-196EB	Fuller Avenue to I-96 Junction	Add 3 lane to connect Fuller Avenue with new EB M-44 off-ramp	Const.	\$5,000 Illustrative Project , pending approval of new funding	Add Illustrative Project to TIP (Currently in the approved MTP)
19	204695	US-131	North Park to 10 Mile Road	ITS freeway management system devices and infrastructure.	PE	\$577	Add to T/S GPA Construction in 2021 - \$2.9 Mil.
19	204696	N/A	WM Traffic Operations Center	Replace and upgrade video wall	PE & Const.	\$27 PE \$260 Const.	Add to T/S GPA

These TIP revisions are the result of Statewide and Region, road and bridge program, cost and revenue modifications. Additional funding is being requested from statewide source for the Illustrative Project, which may need to be added to the project by November 2018. Please amend and/or modify the GVMC FY 2017-2020 MPO TIP, to include these project revisions as needed. Feel free to contact me at 616/451-3091 if you have any questions.

Thank you for your consideration.

cc GVMC MPO Committees
V. Weerstra, MDOT
L. Joseph/GVMC

E. Mullen, MDOT
T. Doyle, MDOT
A. Faber/GVMC

S. Rozema, MDOT
A. Green, MDOT



S/TIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

Fiscal Year(s) : 2018, 2019, 2020

Date: 09/13/2018

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Fiscal Year	Job Type	JobNet ID	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Advance Construct Year	Phase	S/TIP Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	MPO/Rural Approval Date	FHWA Approval Date	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	Federal Amendment Type	Comments		
S/TIP Line items																															
2020	Trunkline	74010	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Regionwide	Lake, Barry, Mason, Osceola and Allegan Counties	0.000	Roadside Facilities - Preserve	Signing Upgrade		CON	AP	17-20	P	\$0	\$0	\$49,110	\$60,000	\$0	ST			01/31/2020				Scope Work Sub Category Change			
2019	Trunkline	118558	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196	I-196 WB over Plymouth Avenue	0.000	Bridge Replacement	Bridge replacement, widen, appr repl		CON	AP	17-20	P	\$0	\$0	\$2,025,869	\$2,250,966	\$0	IM			11/09/2018		01/04/2019					
2020	Trunkline	118616	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	I-196 (EB)	West of 32nd Avenue east to East of the Ottawa/Kent County Line	5.303	Reconstruction	Reconstruction		CON	AP	17-20	P	\$0	\$0	\$15,300,000	\$17,000,000	\$0	IM	10/03/2016	10/03/2016	11/22/2019		01/10/2020					
2019	Trunkline	126117	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-57	Farland Ave East to Ramsdell Dr	2.010	Traffic Safety	Passing Relief Lanes		PE	AP	17-20	P	\$0	\$0	\$247,500	\$275,000	\$0	HSIP			01/01/2019		01/08/2021					
2019	Trunkline	131775	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	I-96	68th Avenue east to Bristol Avenue	15.261	Road Capital Preventive Maintenance	Concrete joint repairs, joint resealing and ramp resurfacing		CON	AP	17-20	P	\$0	\$0	\$3,024,000	\$3,360,000	\$0	IM			01/04/2019		03/01/2019		Phase Budget over 24%			
2019	Trunkline	200348	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196BS	I196 EB OFF RAMP @ 44TH ST I-196 WB OFF-RAMP @ 44TH ST I196BS (CHICAGO DR) @ BURLINGAME (Sue survey ordered) US131 NB OFF RAMP @ PEARL, SCRIBNER	0.000	Traffic Safety	Traffic Signal Modernizations; connected vehicle installations.		ROW	AP	17-20	P	\$0	\$0	\$2,500	\$5,000	\$0	STG	08/02/2018	08/09/2018	10/30/2018		09/04/2020					
2020	Trunkline	200348	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196BS	I196 EB OFF RAMP @ 44TH ST I-196 WB OFF-RAMP @ 44TH ST I196BS (CHICAGO DR) @ BURLINGAME (Sue survey ordered) US131 NB OFF RAMP @ PEARL, SCRIBNER	0.000	Traffic Safety	Traffic Signal Modernizations; connected vehicle installations.		CON	AP	17-20	P	\$0	\$0	\$784,944	\$1,766,124	\$0	STG			07/10/2020		09/04/2020					
2019	Trunkline	202386	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	At the Rockford Rest Area	0.000	Roadside Facilities - Preserve	Rehabilitate sanitary drain field		CON	AP	17-20	P	\$0	\$0	\$223,946	\$273,605	\$0	ST	06/27/2018	06/27/2018	12/07/2018		02/01/2019					
2019	Trunkline	203017	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Regionwide Longitudinal Pavement Markings	Regionwide	0.000	Traffic Safety	Application of longitudinal pavement markings		PE	AP	17-20	P	\$0	\$0	\$3,375	\$7,500	\$0	HSIP			10/01/2018		03/01/2019		Phase Added			
2019	Trunkline	203017	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Regionwide Longitudinal Pavement Markings	Regionwide	0.000	Traffic Safety	Application of longitudinal pavement markings		CON	AP	17-20	P	\$0	\$0	\$1,230,750	\$2,735,000	\$0	HSIP			01/17/2019		03/01/2019		Phase Added			
2019	Trunkline	203018	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Regionwide Special Pavement Markings	Regionwide	0.000	Traffic Safety	Application of special pavement markings		PE	AP	17-20	P	\$0	\$0	\$3,375	\$7,500	\$0	HSIP			10/01/2018		02/01/2019		Phase Added			
2019	Trunkline	203018	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Regionwide Special Pavement Markings	Regionwide	0.000	Traffic Safety	Application of special pavement markings		CON	AP	17-20	P	\$0	\$0	\$308,250	\$685,000	\$0	HSIP			12/07/2018		02/01/2019		Phase Added			
2019	Trunkline	203508	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Regionwide	Regionwide	0.000	Traffic Safety	Pavement marking retroreflectivity readings and condition assessment		CON	AP	17-20	P	\$0	\$0	\$7,650	\$17,000	\$0	HSIP			10/01/2018				Phase Added			
GPA Type Subtotals:		S/TIP Line items															\$0	\$0	\$23,211,269	\$28,442,695	\$0										
Trunkline Road																															
2020	Trunkline	200585	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-11	Church Street east to US-131	4.203	Road Rehabilitation	Two Course Asphalt Resurfacing		PE	AP	17-20	P	\$0	\$0	\$134,234	\$164,000	\$0	NH			10/18/2019		03/04/2022		Phase Added			
2019	Trunkline	200591	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 N	44th Street north to M-11	2.563	Road Capital Preventive Maintenance	Milling and One Course Asphalt Overlay		CON	AP	17-20	P	\$0	\$0	\$2,079,809	\$2,541,000	\$0	NH			12/07/2018		01/04/2019		Phase Added			
2019	Trunkline	201238	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Rapids TSC Wide	Grand Rapids TSC Wide	0.000	Road Capital Preventive Maintenance	HMA Crack Treatment (FPVS)		CON	AP	17-20	P	\$0	\$0	\$384,696	\$470,000	\$0	ST			01/09/2019		03/06/2019					
GPA Type Subtotals:		Trunkline Road															\$0	\$0	\$2,598,739	\$3,175,000	\$0										
Trunkline Traffic Operations And Safety																															



S/TIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

Fiscal Year(s) : 2018, 2019, 2020

Date: 09/13/2018

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Fiscal Year	Job Type	JobNet ID	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Advance Construct Year	Phase	S/TIP Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	MPO/Rural Approval Date	FHWA Approval Date	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	Federal Amendment Type	Comments
2019	Trunkline	201942	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	US-131 NB and SB	4.104	Traffic Safety	Queue management system		EPE	AP	17-20	P			\$22,500	\$25,000		HSIP			01/02/2019		02/03/2023		Phase Added	
GPA Type Subtotals:			Trunkline Traffic Operations And Safety													\$0	\$0	\$22,500	\$25,000	\$0									
Grand Total:																\$0	\$0	\$25,832,508	\$31,642,695	\$0									

Total Jobs Reported: 17

- Preferences:
- Report Format: Standard

FISCAL Year(s): 2018, 2019, 2020

MPO/Non-MPO: Grand Valley Metropolitan Council (Grand Rapids)

County: ALL

Prosperity Region: ALL

MDOT Region: ALL

STIP Cycle: Fiscal Year 2017 - Fiscal Year 2020

STIP Status: Pending
(A - Approved, P - Pending)

Job Type: Trunkline

Phase Type: ALL

Phase Status: ALL
(AP - Programmed, AC - Active, CP - Completed)

Amendment Type: ALL

Templates: Trunkline - ALL

Finance System: Trunkline - ALL

Ottawa County Road Commission

14110 Lakeshore Drive
P.O. Box 739
GRAND HAVEN, MI 49417
Phone (616) 842-5400 Fax (616) 850-7237

August 3, 2018

Darrell Robinson
Grand Valley Metropolitan Council
678 Front Avenue, Northwest Ste. 200
Grand Rapids, MI 49504

Re: 2019 TIP Project Addition Request

Darrell,

The Barry Street Bridge over the East Branch of Rush Creek was approved through the Local Bridge Program and has a job number is 204283CON. The funding information is outlined as follows:

Federal Bridge Funds	\$612,000	80%
State Local Bridge	\$114,750	15%
Local Match	<u>\$ 38,250</u>	<u>5%</u>
Total Budget	\$765,000	100%

The Ottawa County Road Commission requests the project be added to the TIP as it is set up for obligation in FY 2019 with construction to start this winter. Please let me know if you have any questions or require any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brett A. Laughlin', followed by a long horizontal line extending to the right.

Brett A. Laughlin, P.E.
Managing Director



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RECEIVED

NOV 20 2015

OTTAWA COUNTY ROAD COMMISSION
GRAND HAVEN, MICH. KIRK T. STEUDLE
DIRECTOR

RICK SNYDER
GOVERNOR

November 16, 2015

Mr. Jack Klein, Road Engineer
Ottawa County
P.O. Box 739
Grand Haven, Michigan 49417

Dear Mr. Klein,

The Michigan Department of Transportation (MDOT) is pleased to inform you that the Local Bridge Advisory Board has approved the recommendation by your Region Bridge Council (RBC) to select the following bridge(s) for inclusion in the Local Bridge Program. Each Regional Bridge Council has created a 3-year bridge plan and the bridges selected from the 2015 call for applications are scheduled for funding during the 2018 fiscal year (except as noted below). Unless arrangements have been made with your RBC, a project will not be allowed to be let to contract before its scheduled funding year.

Structure #8881, Barry Street over E. Br. Rush Creek
Application Estimate: \$765,000, Selected for Rehabilitation

The following conditions will apply to this project(s):

- The federal and state share will be 95 percent of the eligible project costs;
- These funds are to be used for eligible bridge and approach construction costs only;
- State and federal participation in approach construction is limited to work within limits defined by "touchdown" points to the existing approach grade. Exact limits will be determined on a project by project basis; and
- Costs for preliminary engineering, construction engineering, and right of way acquisition are not eligible for federal or state aid under the Local Bridge Program.

The plans and specifications for these projects must be developed using the English system and the most current edition of the Michigan Department of Transportation Standard Specifications for Construction. To help minimize major changes at the preliminary plan stage, a Type, Size and Location (TS&L) study must be submitted to the Local Agency Program Section in the Development Services Division for review prior to the preliminary plan submittal. Please see the requirements for the TS&L submittal on MDOT's website at: <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, Bridge Program, Design, Type Size & Location Procedures.

As of October 1, 2009, the Local Bridge Program implemented the "20% Rule." If at the time of the grade inspection, the construction estimate exceeds the application estimate by more than 20

Mr. Jack Klein
November 16, 2015
Page 2

percent, the Region Bridge Council (RBC) will need to decide if the project will be capped at the application estimate plus 20 percent, if it will be allowed to proceed as is, or if the project will be postponed. Please make every effort to limit construction work to stay reasonably close to the application estimate.

The project(s) selected for funding, listed on page one of this document, was based on the scope of work listed in the submitted application(s). The Local Bridge Advisory Board set policy that a change in scope of a project will require the local agency to make a choice. First, they may proceed with the changed scope and have the funding amount capped at 20 percent over the application estimate or second, they may reapply for the project with the updated scope during a subsequent call of applications. Please be aware of this policy as the plans progress.

Please complete the Program Application for Bridge Projects, Form Number 0258, and submit with the preliminary plans to:

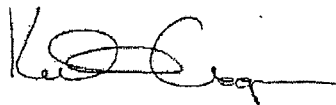
Keith Cooper
Michigan Department of Transportation
Local Agency Program, Mail Stop B250
425 W. Ottawa Street
Lansing, Michigan, 48933

The form can be found on MDOT's website at: <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, Bridge Program, Forms, 0258 – Program Application for Bridge Projects.

Refer to Local Agency Program's Project Planning Guide for plan completion and bid letting timetable. The Planning Guide can be found on MDOT's website at: <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, Fiscal Year 2016 Project Planning Guide. **Type, Size and Location (TS&L) study plans should be submitted nine to 12 months prior to the anticipated letting date.**

If you have any questions or you decide not to participate in this program, please contact me at (517) 373-2346, as soon as possible.

Sincerely,



Keith Cooper, P.E.
Bridge Program Manager
Local Agency Program



Kent County Road Commission

August 29, 2018

Ms. Laurel Joseph
Grand Valley Metro Council
678 Front Ave., NW, Suite 200
Grand Rapids, MI 49504

Re: 2017 – 2020 TIP Amendment

Dear Laurel:

The Kent County Road Commission (KCRC) hereby requests the following projects be included in the 2019 TIP:

Caledonia Trail Phase 1B

Work: Non-Motorized Trail Construction
Location: 84th Street to Paul Henry Trail
Length: 2.05 Miles
Federal Funds = \$775,908.00 (50%)
Local Funds = \$775,908.00 (50%)
Total Cost = \$1,551,816.00

Pioneer Trail Phase 5

Work: Non-Motorized Trail Construction
Location: Along West River Drive – Landkamp Street to North Park Street
Length: 1.3 Miles
Federal Funds = \$1,105,000.00 (65%)
Local Funds = \$595,000.00 (35%)
Total Cost = \$1,700,000.00

Please call me at (616) 242-6914 if you have any questions or need any additional information.

Sincerely,

Wayne A. Harrall, P.E.
Deputy Managing Director – Engineering

WAH:kll

C: Steve Warren
Jerry Byrne
Tom Byle
Tim Haagsma
Rick Sprague
Roger Sabine (KC Parks)
Scott Post (Prein & Newhof)
Bryan Harrison (Caledonia Township)
Darrel Schmalzel (City of Walker)

Working to keep Kent County moving

Laurel Joseph

From: Schweitzer, Terry <SchweitT@ci.kentwood.mi.us>
Sent: Tuesday, August 28, 2018 2:07 PM
To: Laurel Joseph
Cc: Bradshaw, Tim; Dawson, Denise; Rambo, Mark
Subject: Pinetree Avenue, SE Safe Routes to School Project

Laurel: Please include the following project as a TIP amendment for the upcoming GVMC Technical and Policy Committee meetings:

Safe Routes to School project to install sidewalk along both sides of Pinetree Avenue, SE approximately 2000 feet from Gentian Drive to 60th Street, as well as 100 feet west of Pinetree Avenue along both sides of Jeffrey Street. The \$200,000 project is set for FY 2019.

Thank you,

Terry Schweitzer
Community Development Director
City of Kentwood
4900 Breton Avenue, SE
Kentwood, MI 49508
Phone: (616) 554-0710
schweitzert@kentwood.us



S/TIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

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Fiscal Year	Job Type	JobNet ID	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Advance Construct Year	Phase	S/TIP Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	MPO/Rural Approval Date	FHWA Approval Date	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	Federal Amendment Type	Comments
Local Bridge																													
2019	Local	204283	Grand Valley Metropolitan Council (GVMC)	Ottawa	Ottawa County	Barry St SW	Barry Street over E. Br. Rush Creek	0.000	Bridge Replacement	Superstructure Replacement and approach work		CON	AP	17-20	P	\$0	\$0	\$612,000	\$765,000	\$0	BO			10/12/2018		12/07/2018		GPA over 24%	
GPA Type Subtotals:			Local Bridge														\$0	\$0	\$612,000	\$765,000	\$0								
Local Livability and Sustainability																													
2020	Local	203653	Grand Valley Metropolitan Council (GVMC)	Kent	Kent County	Burton St SE	Burton St from Patterson Avenue to Highridge Hills Lane (Pvt.), Cascade Twp	0.364	Roadside Facilities - Improve	Burton Street Trail from Patterson Avenue to Highridge Hills Lane (Pvt.)		CON	AP	17-20	P	\$0	\$0	\$1,286,669	\$1,979,490	\$0	TA			08/07/2020		10/02/2020		GPA over 24%	
GPA Type Subtotals:			Local Livability and Sustainability														\$0	\$0	\$1,286,669	\$1,979,490	\$0								
S/TIP Line items																													
2019	Local	130545	Grand Valley Metropolitan Council (GVMC)	Kent	Interurban Transit Partnership	Ellsworth Ave	Areawide	0.001	Planning, Research & Design	Free rides on Clean Air Action Days		EPE	AP	17-20	P			\$80,000	\$100,000		CM			10/01/2018		12/07/2018		GPA Type Change	
2019	Local	130612	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Division Ave	Wealthy Street to Cherry Street	0.248	Reconstruction	Reconstruction	2020	CON	AP	17-20	P	\$0	\$0	\$608,597	\$1,048,000	\$0	STU	03/22/2017		10/01/2018		12/07/2018		Phase Budget over 24%	AC in FY 2019 with AC conversion \$127,709 in FY 2020
2019	Local	130935	Grand Valley Metropolitan Council (GVMC)	Kent	Kent County	Caledonia Trails	84th St to Paul Henry Trail, Caledonia Twp	2.050	New Facilities	Construct Phase 1B of the Caledonia Trails		CON	AP	17-20	P	\$0	\$0	\$775,908	\$1,551,816	\$0	TA	09/03/2018		01/04/2019		03/01/2019		Phase Scheduled Start Date	
2020	Local	200243	Grand Valley Metropolitan Council (GVMC)	Ottawa	Hudsonville	New Holland St	New Holland Street North Side of street, City of Hudsonville	0.274	New Facilities	10' wide Non-motorized Pathway N of New Holland St, E of Buttermilk Creek		CON	AP	17-20	P	\$0	\$0	\$151,200	\$276,346	\$0	TAU	11/02/2018		01/10/2020		03/06/2020			
2019	Local	202192	Grand Valley Metropolitan Council (GVMC)	Kent	Kent County	W River Dr NW	West River Drive, Lankamp St. to N. Park St. within the City of Walker	1.389	New Facilities	Construct 1.3 mile of separated pathway along W River Dr in City of Walker		CON	AP	17-20	P	\$0	\$0	\$1,105,000	\$1,700,000	\$0	TA	08/31/2018		10/12/2018		12/07/2018		Phase Added	
2020	Local	202401	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	N Park St NE	North Park Street over Grand River, Str# 5194	0.000	Bridge CPM	Miscellaneous Capital Preventative Maintenance		CON	AP	17-20	P	\$0	\$0	\$348,800	\$436,000	\$0	BHT	12/26/2017		01/10/2020		03/06/2020		Phase Added	
2019	Local	202713	Grand Valley Metropolitan Council (GVMC)	Kent	Kentwood	Pinetree Ave SE	SRTS Kentwood Public Schools	0.441	Roadside Facilities - Improve	Sidewalk construction, crosswalk		CON	AP	17-20	P	\$0	\$0	\$196,852	\$196,852	\$0	TA	10/17/2018		12/07/2018		02/01/2019			Use toll credits to satisfy match requirement, 81.85 /18.15% split. In effect grant is 100% federal funds up to \$196,852 grant amount. Grant is capped per TA 2018003.
2019	Local	203291	Grand Valley Metropolitan Council (GVMC)	Kent	Walker	Remembrance Road NW	Remembrance Road at Kinney Avenue	0.252	Traffic Safety	Roundabout construction		CON	AP	17-20	P	\$0	\$0	\$564,885	\$627,650	\$0	HSIP	05/30/2018		07/19/2019		09/06/2019		Phase Added	
2019	Local	203292	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Citywide	Up to 29 intersections throughout the city of Grand Rapids	0.022	Traffic Safety	Upgrade countdown pedestrian signals and ADA ramps		CON	AP	17-20	P	\$0	\$0	\$315,000	\$350,000	\$0	HSIP	05/30/2018		07/19/2019		09/06/2019		Phase Added	
2019	Local	203294	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	East Paris Avenue SE	East Paris Avenue at Sparks Drive	0.051	Traffic Safety	Signal modernization		CON	AP	17-20	P	\$0	\$0	\$215,858	\$239,842	\$0	HSIP	05/30/2018		07/19/2019		09/06/2019		Phase Added	
2019	Local	203295	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Fuller Avenue NE	Fuller Avenue between Malta Street and Plainfield Avenue	2.894	Planning, Research & Design	Road Safety Audit		EPE	AP	17-20	P			\$12,000	\$15,000		HSIP	05/30/2018		08/02/2019				Phase Added	
2019	Local	203296	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Burton Street SE	Burton Street between Buchanan Avenue SW and Breton Avenue SE	3.158	Planning, Research & Design	Road Safety Audit		EPE	AP	17-20	P			\$12,000	\$15,000		HSIP	05/30/2018		11/16/2018				Phase Added	
2019	Local	203331	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	S Division Avenue	Division Avenue at Burton St, at Franklin St, at Hall St and at Wealthy St	0.223	Traffic Safety	Signal modernization		CON	AP	17-20	P	\$0	\$0	\$380,489	\$422,766	\$0	HSIP	06/04/2018		07/19/2019		09/06/2019		Phase Added	
2019	Local	203396	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Franklin Street SE	Franklin Street from Oakland Avenue SW to the east City Limits	2.540	Planning, Research & Design	Road Safety Audit		EPE	AP	17-20	P			\$12,000	\$15,000		HSIP	06/07/2018		10/26/2018				Phase Added	
2019	Local	203408	Grand Valley Metropolitan Council (GVMC)	Kent	Grand Rapids	Leonard Street NW	Leonard Street at Alpine Avenue	0.050	Traffic Safety	Signal modernization		CON	AP	17-20	P	\$0	\$0	\$169,183	\$211,479	\$0	HSIP	06/07/2018		07/19/2019		09/06/2019		Phase Added	
2019	Local	203485	Grand Valley Metropolitan Council (GVMC)	Kent	Kent County	Shaner Avenue NE	Shaner Avenue from 15 Mile Rd southerly approx 0.25 miles	0.250	Traffic Safety	Vertical curve modification		CON	AP	17-20	P	\$0	\$0	\$238,500	\$265,000	\$0	HRRR	06/14/2018		07/19/2019		09/06/2019		Phase Added	
GPA Type Subtotals:			S/TIP Line items														\$0	\$0	\$5,186,272	\$7,470,751	\$0								
Transit Capital																													
2018	Multi-Modal	203971	Grand Valley Metropolitan Council (GVMC)	Kent	Interurban Transit Partnership	Bartlett St SW	Areawide/ITP/Kent County	0.000	SP10-State Match urban Agency	Purchase replacement buses.		NI	AP	17-20	P			\$1,196,802	\$1,496,003		5339			07/20/2018				GPA over 24%	
GPA Type Subtotals:			Transit Capital														\$0	\$0	\$1,196,802	\$1,496,003	\$0								



S/TIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

Fiscal Year(s) : 2018, 2019, 2020

Date: 09/13/2018

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Fiscal Year	Job Type	JobNet ID	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Advance Construct Year	Phase	S/TIP Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	MPO/Rural Approval Date	FHWA Approval Date	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	Federal Amendment Type	Comments
Grand Total:																	\$0	\$0	\$8,281,743	\$11,711,244	\$0								

Total Jobs Reported: 19

- Preferences:
- Report Format: Standard
- FISCAL Year(s): 2018, 2019, 2020
- MPO/Non-MPO: Grand Valley Metropolitan Council (Grand Rapids)
- County: ALL
- Prosperity Region: ALL
- MDOT Region: ALL
- STIP Cycle: Fiscal Year 2017 - Fiscal Year 2020
- STIP Status: Pending
(A - Approved, P - Pending)
- Job Type: Local, Multi-Modal
- Phase Type: ALL
- Phase Status ALL
(AP - Programmed, AC - Active, CP - Completed)
- Amendment Type ALL
- Templates Local - ALLMulti-Modal - ALL
- Finance System Local - ALL, Multi-Modal - ALL



ADA TOWNSHIP • ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDING • BYRON TOWNSHIP • CALEDONIA TOWNSHIP • CANNON TOWNSHIP • CASCADE TOWNSHIP • CEDAR SPRINGS
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HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • LOWELL • LOWELL TOWNSHIP • MIDDLEVILLE • OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD
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MEMORANDUM

DATE: September 13, 2018

TO: Policy Committee

FROM: Laurel Joseph, Transportation Planner

RE: Revised Policies and Practices Document

For the past several months GVMC staff, in coordination with MDOT staff, have been working on revamping the Policies and Practices document. The document has not been updated for some time and was out of date. Since the original creation of the document, multiple federal transportation bills have been passed, which include new directives and processes—one of the most important of these being the introduction of performance measures.

The purpose of the Policies and Practices document is to promote performance-based planning and programming as required by federal law. The document ensures a transparent and clearly defined process is identified for the development and maintenance of the Metropolitan Transportation Plan, Transportation Improvement Program, and related activities at the MPO. The Policies and Practices document is for the use of local jurisdictions and MPO, MDOT, FHWA, and FTA staff.

Staff convened a meeting with the TPSG Committee on Wednesday, July 18, 2018 at 9:30 am at the Grand Valley Metro Council offices to review and receive comments from the Committee on this document. At this meeting the TPSG Committee moved to pass the revised document to the Technical Committee for review at their next meeting. The Technical Committee recommended approval of the revised document at their September meeting and now the Policy Committee needs to take action.

Significant changes are highlighted for your convenience. It is the intention of GVMC staff to have this document approved by the Technical and Policy Committees before the development of the FY2020-2023 TIP.

If you have any questions, please do not hesitate to contact me at (616) 776-7610.



Policies and Practices for Programming Projects

Revised in April & May 4, 2018 – djc

All projects listed in the Transportation Improvement Program (TIP)/Metropolitan Transportation Plan (MTP) fall under these Policies/Practices, regardless of funding source or category.

Transportation Performance Measure Targets

GVMC Staff, MDOT Staff recommended Strategy/Practice:

The MPO will monitor progress toward all TPM targets (either in support of statewide targets or individual MPO targets if applicable). The reporting of progress will be consistent with the procedures and documentation developed in consultation with FHWA/FTA, MDOT and MTPA. If progress is not being made toward the targets, the MPO investment strategies in each category will be adjusted for those areas within MPO control.

The MPO project prioritization process will support the federal Transportation Performance Measures (TPM targets, from the FAST Act identified in the attached appendix-add the summaries from MDOT). Each year, the MPO will assess the pavement and bridge condition to determine if progress is being made locally and toward the statewide targets, based on the funding available. If the MPO system is not within the parameters set by the statewide targets, the MPO will adjust pavement and bridge strategies to the extent feasible and practical.

In addition, all major pavement rehabilitation and reconstruction projects will assess and incorporate feasible safety enhancements to address correctable crash patterns, consistent with the Regional Transportation Safety Plan and TPM Safety targets, to reduce vehicular and pedestrian Fatal and Serious Injury crashes. If the MPO system is not within the parameters set by the statewide targets, the MPO will adjust pavement and bridge strategies to the extent feasible and practical.

Congestion and TPM Travel Time Reliability and CMAQ Targets will also be considered as part of other roadway and bridge improvement projects. However, this will need to consider the impact of revised federal Air Quality Conformity rules, which could impact major roadway and transit capacity improvement projects. The impact of these rules will need to be monitored and coordinated with TPM targets.

Decisions related to capital transit project funding will be made in the context of federal Transportation Asset Management (TAM) requirements and support regional TAM targets.

To the extent of the MPO's ability, decisions related to bridge project funding will be made in the context of federal bridge performance requirements and support regional bridge condition performance targets.

Capacity Deficient Project Eligibility

Previously Stated Goal:

The MPO shall make efforts to reduce system-wide congestion and travel times.

TIP Committee recommended Strategy/Practice:

In Kent County, the MPO shall use all available TEDF funding to improve capacity of facilities that are rated or are projected to be rated Level of Service (LOS) E and F. In Ottawa County, the MPO shall use available federal funding to improve capacity of facilities that are rated or are projected to be rated Level of Service (LOS) E and F. These projects must be listed in the MPO's Metropolitan Transportation Plan (MTP) prior to implementation through the TIP process. The funding ratios for capacity deficient projects should be set at 80% TEDF-C with a required 20% local match. The committees may alter this ratio to accommodate funding shortfalls. STP funding may be used for capacity improvement projects in Kent County if the necessity exists to do so due to financial constraint demonstrated in the MTP.

Travel time reliability is an important performance measure of congestion because it can better measure the benefits of traffic management and operation activities than simple averages. The MPO also shall use available TEDF and CMAQ funding to improve travel time reliability on the GVMC highway network that are identified as congested. Travel time reliability can be used to prioritize roadway segments for congestion improvement in the GVMC transportation system. Travel time index (TTI) and Planning time index (PTI) are the federally-selected performance measures for travel time reliability. The GVMC's Congestion Management Process (CMP) rank roadways and intersections in the region's National Highway System (NHS) based on TTI and PTI. Non-NHS roadways are not included due to data availability. Roadways with the worst congestion as identified by these performance measures are given priority for investment.

Explanation:

If a facility on the National Highway System (NHS) in the GVMC region has a 24 hour capacity of 24,000, and a 24 hour traffic volume of 18,000, then the V/C Ratio would be 0.75. Using the scale below, this facility would not be eligible for federal funding for the purpose of widening or adding capacity.

LOS Scale

V/C 0.00 - 0.25 = LOS A

V/C 0.26 - 0.50 = LOS B

V/C 0.51 - 0.75 = LOS C

V/C 0.76 - 1.00 = LOS D

V/C 1.01 - 1.25 = LOS E

V/C 1.26 - 9.99 = LOS F

Capacity Deficient

For a non-NHS facility in the GVMC region, peak period V/C ratio is used to define capacity deficient, as shown in the scale below,

LOS Scale	
V/C 0.00 - 0.25 = LOS A	
V/C 0.26 - 0.50 = LOS B	
V/C 0.51 - 0.75 = LOS C	
V/C 0.76 - 1.00 = LOS D	
V/C 1.01 - 1.25 = LOS E	
<hr/>	
V/C 1.26 - 9.99 = LOS F	Capacity Deficient

A comprehensive Roadway Infrastructure Deficiency Management System (RIDMS) will be developed and used as an inventory for all federal-aid roadways within the MPO boundary. The information contained in RIDMS will be developed by MPO staff, reviewed by each jurisdiction, and approved through the MPO process. RIDMS will be updated as information becomes available. All MTP projects (state and local) will come from RIDMS. Data for RIDMS will be acquired through various sources, including but not limited to local data submittal, Pavement Surface Evaluation and Rating (PASER) inventory, the GVMC traffic count program, MDOT's traffic count program, Michigan Traffic Crash Fact data analysis, etc.

All capacity and bridge improvement projects programmed in the TIP will be designed to reduce the congested or projected congested situation through the time period of the Metropolitan Transportation Plan. No improve/expand or bridge projects will be programmed that do not address current and future congestion through the life of the MTP.

Only projects that increase capacity by adding lanes (thru lanes, center turn lanes, and/or boulevard) should be funded using EDFC funding. Projects that widen existing lanes should not be funded EDFC funds.

GVMC staff will work to develop an improved scope and description of project including specific termini, proposed typical cross section and if required, work on existing structures.

New transit routes (aiming to address capacity/congestion issues) to be included in the TIP that receive non-FTA federal funding, must be supported by information identifying the need and demand for such services. A commitment to continue the proposed service beyond the scope of the federal funding must also be in place if ridership meets projections.

Projects located in the identified Congestion Deficient Corridors will also be noted on the deficient project pool listing in the RIDMS. Capacity improvement projects shall include in the project as a participating cost any/all elements of planned ITS deployment.

All projects require consideration of Social and Environmental (S/E) impacts through the federal NEPA process. Minor projects, generally within the existing right-of-way, are usually classified as Categorical Exclusions. Projects which add capacity to an existing road or transit facility,

and/or involve construction of a new transportation facility often require an Environmental Assessment (EA). The purpose of the EA is to identify the S/E effects of the proposed project and any mitigation required. If, through the EA process, significant S/E impacts are identified, an Environmental Impact Statement (EIS) is required. The EIS quantifies all S/E impacts associated with major projects, and identifies the required mitigation measures to address the impacts identified. Extensive public involvement, including a public hearing, and federal/state regulatory agency review, are included in both the EA and EIS processes. Proposed projects involving new or modified access to the Interstate system also require the completion of an **Interstate Access Change Request (IACR)**, to assess traffic impacts on the Interstate highway system.

The EA, EIS, and IACR processes may occur prior to inclusion of a project in the MPO LRP, or may occur as part of the TIP project implementation process, depending on the scope of the proposed project.

Travel time index provides an easy way to understand the scale of congestion. It is defined as the **ratio of actual travel time to free-flow travel time**. GVMC also uses AM (7:00-9:00am) and PM (3:00-6:00pm) travel time index on weekdays to identify congested corridors on the highway network. The thresholds for different congestion levels based on travel time index are shown below:

Travel Time Index for congestion levels		
Low/No Congestion	Moderate Congestion	Severe Congestion
<1.35	1.35-1.80	>1.8

Planning time index is defined as the **ratio of the 95th percent travel time to the free-flow travel time**. It represents the total time needed to plan for an on-time arrival 95% of the time. A value of 1.50 means that a 30 minute trip in free-flow traffic should be planned for 45 minutes. The thresholds for different reliability levels based on worst peak period (AM or PM peak) planning time index are shown below:

Planning Time Index for Reliability levels		
Reliable	Moderately Unreliable	unreliable
<1.35	1.35-1.80	>1.8

Condition Deficient Project Eligibility

Previously Stated Goal:

To maintain and improve the system-wide pavement condition within the GVMC MPO boundary.

Strategy/Practice:

The MPO will maintain a Pavement Management System (PaMS). This system will include all necessary data to reasonably manage and improve the pavement condition of the federal aid network. MPO staff will update the condition data on the entire network annually.

Process

The Pavement Surface Evaluation and Rating (PASER) system will be utilized as the primary basis for determining project eligibility. The PASER survey process will be completed on the entire system in the network annually. Staff representing individual jurisdictions in conjunction with trained GVMC staff will conduct the survey in the GVMC data collection vehicle. Field data for the entire network will be verified by GVMC staff using data and photos collected concurrently using the automated data collection system. PASER ratings are determined by 3 trained members, 1 MDOT representative, at least 1 MPO rep and preferably 1 ACT 51 rep. Final PASER ratings will be provided to each jurisdiction in the study area. Upon completion of the data review, an annual system condition report will be produced and placed on the GVMC website for public consumption.

Additional metrics that pertain to the Federal Transportation Performance Measures (TPM) will be utilized on the National Highway System (NHS).

Programming/Investment Policy

GVMC shall program federal funds using PASER condition according to the following criteria:

<u>PASER Rating</u>	<u>PASER Investment Scale</u>
PASER 10 – 8	Not Eligible for federal funds
PASER 7	Eligible for crack sealing funding*
PASER 6 - 5	Eligible for sealcoat/thin overlay funding*
PASER 4	Eligible for structural overlay funding
PASER 3 – 1	Eligible for reconstruction funding

* Approved GVMC treatment. Subject to MDOT Programming approval.

TPM data will be collected by the MDOT and provided to the MPO. These metrics this will allow for the reporting of overall performance: Good, Fair, or Poor for each segment. International Roughness Index (IRI) data will be collected on all NHS classified roads where Rutting, Faulting (Concrete), and Cracking will be identified for Interstate NHS only.

A combination of PASER and TPM data metrics will be used to identify project eligibility on the NHS system. PASER will be used on all other Federal Aid Road Segments within the MPO area.

In planning for future improvements both TPM metrics and PASER data will be presented to our committees for review to help inform and validate the project selection process.

Projects that receive funding through the MPO process should be designed and constructed to ensure a long-lasting, improved condition.

Jurisdictions shall use due diligence to properly maintain each facility that receives federal funding. These maintenance strategies could include, but are not limited to crack sealing when a facility reaches a PASER “7”, sealing or thin overlay when it reaches a PASER “6”. Proper maintenance will ensure a high level of return on the federal investment. Please see the recommended Condition and Treatment Measures in the table below based on the PASER system.

ASPHALT PASER RATING

Asphalt Surface Rating		Visible Distress	General Condition / Treatment Measures
10	Excellent	None	New construction
9	Excellent	None	Recent overlay, like new.
8	Very Good	No longitudinal cracks except occasional reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater).	Recent sealcoat or new road mix. Little or no maintenance required.
7	Good	Longitudinal cracks (open 1/4") spaced due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10 feet or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
6	Good	Longitudinal cracks (open 1/4" - 1/2") due to reflection and paving joints. Transverse cracking (open 1/4" - 1/2") some spaced less than 10 feet. Slight to moderate flushing or polishing. Occasional patching in good condition.	Show signs of aging, sound structural condition. Could extend life with sealcoat.
5	Fair	Longitudinal cracks (open 1/2") show some slight raveling and secondary cracks. First signs of longitudinal cracks near wheel path or edge. Transverse cracking and first signs of block cracking. Slight crack raveling (open 1/2"). Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging, sound structural condition. Needs sealcoat or non-structural overlay.
4	Fair	Multiple longitudinal and transverse cracking with slight raveling. Block cracking (over 25 - 50% of surface). Patching in fair condition. Slight rutting or distortions (1" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from recycling or overlay.
3	Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Block cracking over 50% of surface. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Need patching and major overlay or complete recycling.
2	Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep). Extensive patching in poor condition. Potholes.	Severe deterioration. Need reconstruction with extensive base repair.
1	Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

CONCRETE PASER RATING

Concrete Surface Rating		Visible Distress	General Condition / Treatment Measures
10	Excellent	None	New construction
9	Excellent	Traffic wear in wheelpath. Slight map cracking or pop-outs.	Recent concrete overlay or joint rehabilitation. Like new condition. No maintenance required.
8	Very Good	Pop-outs, map cracking, or minor surface defects. Slight surface scaling. Partial loss of joint sealant. Isolated meander cracks, tight or well sealed. Isolated cracks at manholes, tight or well sealed.	More surface wear or slight defects. Little or no maintenance required.
7	Good	More extensive surface scaling. Some open joints. Isolated transverse or longitudinal cracks, tight or well sealed. Some manhole displacement and cracking. First utility patch, in good condition. First noticeable settlement or heave area.	First sign of transverse cracks (all tight); first utility patch. More extensive surface scaling. Seal open joints and other routine maintenance.
6	Good	Moderate scaling in several locations. A few isolated surface spalls. Shallow reinforcement causing cracks. Several corner cracks, tight or well sealed. Open (1/4" wide) longitudinal or transverse joints and more frequent transverse cracks (some open 1/4").	First signs of shallow reinforcement or corner cracking. Needs general joint and crack sealing. Scaled areas could be overlaid.
5	Fair	Moderate to severe polishing or scaling over 25% of the surface. High reinforcing steel causing surface spalling. Some joints and cracks have begun spalling. First signs of joint or crack faulting (1/4"). Multiple corner cracks with broken pieces. Moderate settlement or frost heave areas. Patching showing distress.	First signs of joint or crack spalling or faulting. Grind to repair surface defects. Some partial depth patching or joint repairs needed.
4	Fair	Severe polishing, scaling, map cracking, or spalling over 50% of the area. Joints and cracks show moderate to severe spalling. Pumping and faulting of joints (1/2") with fair ride. Several slabs have multiple transverse or meander cracks with moderate spalling. Spalled area broken into several pieces. Corner cracks with missing pieces or patches. Pavement blowups.	Needs some full depth repairs, grinding, and/or asphalt overlay to correct surface defects.
3	Poor	Most joints and cracks are open, with multiple parallel cracks, severe spalling, or faulting. D-cracking is evident. Severe faulting (1") giving poor ride. Extensive patching in fair to poor condition. Many transverse and meander cracks, open and severely spalled.	Needs extensive full depth patching plus some full slab replacement.
2	Very Poor	Extensive slab cracking, severely spalled and patched. Joints failed. Patching in very poor condition. Severe and extensive settlements or frost heaves.	Recycle and/or rebuild pavement.
1	Failed	Restricted speed. Extensive potholes. Almost total loss of pavement integrity.	Total reconstruction.

Safety Project Eligibility

Goal:

GVMC shall undertake efforts to focus planning resources on traffic crashes in an effort to minimize the impact they have on the economy of the region as well as the loss of human life.

Deficiency Definition

The Safety Performance Management Final Rule issued by FHWA require the use of five year rolling average for each of the five safety performance measures shown below:

- Number of fatalities
- Rate of fatalities per 100 million VMT
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million VMT
- Number of Non-motorized Fatalities and Non-motorized Serious Injuries

Deficiency rankings from the West Michigan Traffic Safety Plan is derived from excess expected fatal and serious injury crash frequency. The excess fatal and serious injury crash threshold for each ranking is as follows:

- Low: 1 to 3 crashes per year
- Medium: 3 to 5 crashes per year
- High: 5 crashes per year

Recommended Strategy/Practice:

High-priority roadway segments and intersections based on the performance measures shown above are identified in the West Michigan Traffic Safety plan as well as in the GVMC Traffic Safety Plan. Roadway segments, intersections and initiatives identified in both the plans are given priority for safety funding. Where possible, safety enhancement will be considered with all reconstruction projects.

CMAQ Program

Policies/Practices:

Traditionally buses, intersections and the Clean Air Action Program are funded with this program. Other eligible projects will be considered on a case by case basis. MDOT/Local split of the funds (MDOT 50%/Local Agencies 50% of the CMAQ funds statewide per MDOT Policy, less the ITS set-asides.)

With the CMAQ funds allocated to the MPO, the TPSG Committee will rank all CMAQ eligible projects based on emission reduction/cost benefit basis. MPO staff/Committees, through the MTPA process, will develop and implement a consistent and improved statewide evaluation process of CMAQ projects, and project selection process, based on federal guidelines and TPM targets for CMAQ currently being developed. The MPO will monitor improvements to AQ and the effectiveness of CMAQ projects based on MPO progress toward approved statewide or future MPO targets.

All new transit route projects need to show a demonstration of need and that service will continue beyond a 3 year commitment if rider-ship meets projections.

Agreement for CMAQ funding in West Michigan

- MDOT will do the East/West estimating of funding split.
- MDOT will provide estimates of funding available for each MPO (GVMC, MACC, WMSRDC) and rural Ottawa County based on population using the current Census data.
- Working through the TIP development process the MPO and MDOT representatives will cooperatively distribute the funds to local and state eligible projects.
- MDOT will provide a time line with the estimates for completion of task #3.
- All parties will meet to discuss all projects and compile the CMAQ program.
- MDOT (CMAQ CFP Sub-Committee) makes the final decisions to reach financial constraint and project eligibility for the final program.
- This entire agreement will be re-evaluated when the USEPA takes action on the 8 hour standard, and/or new federal CMAQ guidelines and TPM targets are developed.

Non-Motorized Transportation Federal Funding Eligibility

Goal:

The MPO shall support the development of an area-wide network of interconnected, convenient, safe, and efficient non-motorized routes so that they may become an integral mode of travel for area residents. A non-motorized element of the Metropolitan Transportation Plan shall maintain a listing of eligible non-motorized projects and funding shall be allocated through the MTP and TIP planning processes to achieve an overall goal of improving the non-motorized system.

Background:

The GVMC 2040 Metropolitan Transportation Plan (MTP) lays out goals that pertain to non-motorized transportation in our region. These MTP goals carry over the federal and state level themes encouraging non-motorized transportation. Related objectives include:

1d: “Sustain and develop the interconnected regional network of non-motorized transportation facilities to provide access to employment, services, schools, and other destinations.”

3d: “Collaborate with communities, public schools, and MDOT to regionally plan for safe bicycle and pedestrian routes for students to travel to and from home and school.”

3e: “Encourage the multiple and safe use of transportation rights-of-way by different modes, including non-motorized transportation.”

Federal surface transportation law provides flexibility to MPOs to fund bicycle and pedestrian improvements from a wide variety of federal programs (STP, CMAQ, TAP, etc.). However, historically the GVMC Committees have primarily funded projects containing only non-motorized elements (as opposed to a roadway project that includes bike/pedestrian facilities) using competitive grant dollars from the regional Transportation Alternatives Program (TAP) allocation.

Facility Definitions

The MPO, in cooperation with the Non-Motorized Committee and using AASHTO standards, has developed definitions for each of the non-motorized facility types. These are the non-motorized facility types recognized by the MPO.

Sidewalks – A sidewalk is a paved pathway paralleling a highway, road, or street, and is intended for pedestrians. Sidewalks are typically four to five feet wide and made from concrete, but may be up to a maximum of eight feet wide and made from other materials depending on their location.

Shared Use Paths – Shared use paths mainly serve corridors not served by streets and highways, or where wide utility or former railroad rights-of-way exist (rail-trails), but may also parallel highway, roads, and streets (formally called “sidepaths”). Shared use paths are wider than sidewalks, between 8 and 12 feet wide (10 feet width is federally required for federal funds) with

a soft two to four-foot shoulder on each side, and a minimum width of 14 feet on all structures, such as bridges and boardwalks. They are shared facilities for use by both pedestrians and bicyclists.

Sidepath – Sidepaths are shared use paths that are located immediately adjacent and parallel to a roadway.

Bicycle Lanes – Bicycle lanes are dedicated, marked, and signed rights-of-way assigned to bicyclists. They are paired one-way facilities located on both sides of a street, with standard intersection designs to minimize conflicts between bicycles and automobiles. Standard bicycle lane widths are six feet; five feet is the minimum width adjacent to curbs and four feet is the minimum width when no curb exists. Dedicated bike lanes must be accompanied by both pavement markings and bike lanes signs (R3-17).

Signed Shared Roadways – Signed shared roadways are designated bicycle routes that are signed (D11-1 or W11-1) or have pavement markings to indicate that the roadway is shared with bicyclists (“sharrow” chevron pavement marking).

Unsigned Shared Roadways – Unsigned shared roadways are open to both bicycle and motor vehicle and are designed and constructed under the assumption that they may be used by bicyclists, but are not signed or marked. Unsigned shared roadways typically have wider than the standard 12-foot lane. Shared roadways may also be standard width roadways with a minimum four-foot paved shoulder (where there is no curb and gutter), also known as a “wide-shoulder.”

Bicycle Centers and Staging Areas – Bicycle centers and staging areas are auxiliary facilities to increase the convenience and effectiveness of non-motorized transportation and may offer amenities such as showers and bicycle parking, as well as motorized vehicle parking and network access points.

Pedestrian Bridges and Refuge Islands – Pedestrian bridges are modified road bridge structures that accommodate pedestrians and bicyclists, or they may be pedestrian/bike only structures. A refuge island is a protected area between traffic lanes providing pedestrians or bicyclists with a safe place to wait for gaps in traffic in order to cross a road safely.

Recommended Policy/Practice:

All non-motorized projects included in the GVMC Metropolitan Transportation Plan/Non-Motorized Transportation Plan are eligible for funding as allowed under applicable federal-aid categories. Proposed projects shall be evaluated during the development of the Non-Motorized Plan and scored using evaluation criteria set forth in the plan and agreed upon by the Non-motorized Subcommittee. Project evaluation results – along with fiscal constraint, project readiness, and other context-related factors – shall drive the programming process.

Any allocated funds to the MPO for the Congestion Mitigation and Air Quality (CMAQ) program shall also be eligible and considered for use on bicycle and pedestrian facility improvements. All CMAQ funded non-motorized projects shall be addressed on a case by case

basis to prove high use, mode shift, and connectivity and score well using the scoring criteria set forth in the Non-Motorized Plan. For the use of CMAQ funds all projects must demonstrate emission reduction and alleviate congestion.

All non-motorized projects requesting federal funds must be endorsed by the MPO to receive federal funds and be included in the MPO TIP.

DRAFT

Transit Asset Management

Goal:

Achieve and maintain a state of good repair for transit vehicles, equipment, and facilities in the GVMC region.

Background:

MAP-21 mandated that the Federal Transit Administration (FTA) develop a rule establishing a strategic and systematic process of operating, maintaining, and improving public capital assets effectively through their entire life cycle. The Transit Asset Management (TAM) Final Rule 49 CFR part 625 became effective Oct. 1, 2016 and established four performance measures:

1. Rolling Stock - Percentage of revenue vehicles exceeding Useful Life Benchmark (ULB)
2. Equipment - Percentage of non-revenue vehicles exceeding ULB
3. Facilities - Percentage of facilities rated under 3.0 on the Transit Economic Requirements Model (TERM) scale
4. Infrastructure - Percentage of track segments under performance restriction (only applies to rail fixed guideway systems – not applicable in GVMC region)

Through coordination with the region's transit providers, the MPO has adopted region-level targets for each of these performance measures, which will be evaluated and updated, as necessary, during the MTP update process.

Policy/Practice:

Capital transit projects should be consistent with agency TAM requirements and contribute to meeting regional TAM targets.

Bridge Projects

Goal:

The national performance goal for bridge and pavement condition is to maintain the condition of highway infrastructure assets (including bridges) in a state of good repair.

Background:

MAP-21 transformed the Federal-aid highway program by establishing new requirements for performance management to ensure the most efficient investment of Federal transportation funds. As part of performance management, recipients of Federal-aid highway funds need to make transportation investments to achieve performance targets that make progress toward national goals. The Pavement and Bridge Condition Final Rule, 49 CFR part 490, became effective February 17, 2017 and established two performance measures for bridge condition:

1. Percentage of NHS bridges classified as in Good condition
2. Percentage of NHS bridges classified as in Poor condition

Through coordination with State and local planning partners, the MPO will adopt region-level targets for each of these performance measures (either by supporting state targets or developing MPO-specific targets), which will be evaluated and updated, as necessary, during each performance period.

Policy/Practice:

To the extent of the MPO's ability, decisions related to bridge project funding should be made in the context of federal bridge performance requirements and support regional bridge condition performance targets.

Freight related Projects Funding Eligibility

Goal:

The MPO will fund freight related projects/corridors, where eligible, to minimize delay for major shippers and to support PBPP efforts.

Background:

Last year, the MPO worked with MDOT to identify **Critical Urban and Rural Freight Corridors** within the MPO boundary, to support the **National Highway Freight Network**. Due to the limited mileage allowed for the Urban and Rural Freight Corridors in the FAST Act, the MPO worked with MDOT to identify candidate Freight routes, which serve critical local industries or provide connections to the formal Freight Network. These candidate routes could be formally designated if a project eligible for federal Freight funding is identified and proposed in the future. Freight related projects and funding will target the formal and candidate MPO Freight Network corridors and applicable performance measure targets.

Recommended Policy/Practice:

Allow the use of federal funds, where eligible, to address identified freight constrained intersections, roadways and corridors. While there are no identified federal fund sources specifically designated for planning and or specific freight projects, during the development of a TIP special consideration may be given to proposed projects that are located in an identified and/or candidate freight corridor/route, and contributed to statewide or MPO performance measure targets. If the proposed project specifically addresses the identified constraint/conflict point/etc. that project may be given a higher priority over a typical resurface/ reconstruct project. Freight needs will be balanced with other federal performance measures when selecting projects for the TIP, unless funds are allocated and restricted to freight corridor needs and improvements. All federal fund sources currently available (where appropriate) shall be considered for addressing freight related projects.

The Use and Definition of GPA's

Below, information is provided on the currently allowed use of GPA's in the TIP by MDOT, Local Jurisdictions and ITP The Rapid.

Policy/Practice:

Use, where and when possible, GPA's to facilitate a smooth modification/ amendment of projects listed in a current TIP.

Introduction:

Federal regulation 23 CFR 450.324 (f) states projects that are not considered to be of appropriate scale for individual identification in a given program year may be grouped by function, work type, and/or geographic area using the applicable classifications under 23 CFR 771.117(c) and (d) and/or 40 CFR part 93. In nonattainment and maintenance areas, project classifications must be consistent with the "exempt project" classifications contained in the EPA transportation conformity regulation (40 CFR part 93). In addition, projects proposed for funding under title 23 U.S.C. Chapter 2 that are not regionally significant may be grouped in one line item or identified individually in the Transportation Improvement Program (TIP).

In Michigan, these groupings of projects are called General Program Accounts (GPAs). A project consists of all the job numbers and phases for proposed work that are included in the associated environmental documents. Projects that have similar work type activities can be grouped together in a GPA based on that work type activity and included in the state's metropolitan area TIPs and/or the State Transportation Improvement Program (STIP) for non-metropolitan areas. Trunkline Project lists for each individual GPA are maintained by MDOT.

In an effort to streamline TIP and STIP development processes and minimize the need to amend the TIP and STIP, a statewide committee was developed to review current definitions for General Program Accounts. The goal of the committee is to clearly define the General Program Account categories and to find ways to make more efficient use of them for eligible state, local and transit projects. Furthermore, this committee will review the GPA process and reconvene as deemed necessary to make updates to this process and this document. The Michigan Department of Transportation (MDOT) Statewide Transportation Planning Division worked with the Metropolitan Planning Organizations (MPOs), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and others within MDOT to review the current use of GPAs and their definitions.

Advantages of Using Groupings:

GPAs may be used as a tool to streamline the TIP and STIP development processes and minimize the need to amend the TIP and STIP. Grouping projects in GPAs is a tool to reduce the record keeping requirements of individually listing minor projects. They reduce the volume of

projects listed individually on the TIP and STIP E-files. The line item GPA, while it encompasses several small-scale projects, is treated as one project for the purposes of amendment/administrative modifications to the TIP and STIP. This allows for more flexible programming of the TIP and STIP and a reduction in the number of amendments.

Terminology:

General Program Account (GPA) – Project groupings, into which the individual GPA Projects will be sorted, based on the work type code.

GPA Project – this is the individual phase that will be assigned to the appropriate GPA.

The following rules will apply to all GPA categories:

1. The project cannot be a new road, capacity expansion, or capacity reduction (road-diet) project.
2. The project cannot be funded with a congressional or state earmark.
3. The project cannot be experimental.
4. Each project must be a categorical exclusion and air quality neutral.
5. Advance Construct and Advance Construct Conversion phases cannot be listed as a GPA project.
6. Reconstruction projects are not GPA eligible. (Reconstruction projects are identified by work type codes).
7. GPA projects shall cost less than \$5.0 Million

Adding/Programming New or Revised Projects to the Transportation Improvement Program (TIP) and Metropolitan Transportation Plan (MTP)

Below, more specific information is provided/recommended to augment the existing Policies/Practices for TIP and MTP revisions. Project revisions will only be made with the consent of the implementing jurisdiction.

MPO recommended Policy/Practice:

There are three actions that are covered by this policy/practice, as agreed to by FHWA/FTA, MDOT and MTPA: MPO Administrative Modifications, MPO Adjustment and Federal TIP Amendments.

Federal TIP Amendments

TIP Amendments require the review and recommendation of the Technical Committee and approval of the Policy Committee as well as federal approval, and are characterized by one of the following proposed changes (see matrix for appropriate MPO approvals):

- **Applies to projects over \$5.0 Million and all reconstruction projects**
- Projects (including GPA Category Accounts/Budgets) with cost exceeding 25% of the programmed Total **Participating Project** Cost (participating funds only).
- Adding a new project; **the candidate project should be included on a deficiency list as well as the Illustrative list (see qualifications for adding projects listed below).**
- Deleting a project; where applicable, funding will be returned to the MPO for reprogramming.
- Changing non-federally funded project to federally funded project.
- Major changes in project design concept or design scope, affecting roadway capacity and/or air quality (see matrix).
- Moving an illustrative project into the body of the TIP document.

Exceptions to this Policy include new projects using Federal Aid funding sources not impacting other Federal Aid Funded projects such as MDOT, ITP, TAP, Bridge, Safety, or other discretionary sources (see matrix). Upon MPO staff recommendation, the Technical and Policy Committee Chair or Vice Chair Persons are authorized to approve **Federal** project amendments and **MPO Adjustments** in the referenced federal funding categories. **Projects covered under these exceptions will be posted on the GVMC website for public review for 1 week prior to submitting for federal approval. MPO Committees will be notified at their next regular meeting.**

Projects that are categorized as “GPA Projects” can be added, deleted, moved and changed in cost, through Administrative Modifications (per Policies herein), as long as the GPA Account/Budget does not exceed the 25% threshold outlined above.

Existing MPO, State and Federal processes will be followed for proposed TIP Amendments in the areas of air quality conformity, financial constraint, public participation, and environmental justice. TIP amendments involving the addition of a new project to an existing TIP will be subject to public involvement as described in the **MPO Public Participation Plan**. Public involvement for changes to existing projects or moving projects from the Illustrative List to the funded TIP project list will be accommodated through the MPO committees.

At all times the TIP must maintain financial constraint through a combination of Federal and non-federal funds. Committee approved **Federal** amendments will be forwarded to MDOT via electronic format **with the noted changes**, financial constraint documentation, and proof of MPO action. MDOT will then forward the changes to FHWA.

TIP Administrative Modifications and MPO Adjustments

Administrative Modifications or **MPO Adjustment for the TIP** will be considered when any of the following is proposed to an existing project (see matrix for appropriate MPO approvals):

- Changes in Federal-aid cost, more than 10% and less than or equal to 25% of the TIP programmed amount, is an administrative modification and requires MPO staff approval (before it is obligated).
 - Per Local Agency Programs; projects with a cost increase less than or equal to 10% of the TIP programmed amount do not require MPO action as long as financial constraint is maintained and should be reflected in the next TIP list of projects.
 - **Cost changes which may impact project funding available to other MPO members will be classified as MPO Adjustments, requiring MPO Committee approval as well as staff approval.**
- Minor Federal-aid changes may be allowed if other local projects are not impacted, and will be reflected in the next TIP list of projects (ie-MDOT, ITP, TAP, Bridge, Safety, or other discretionary sources).
- Revisions that cause projects to switch years can be made by MPO staff with Committee notification; however, if financial constraint and/or another agency project are impacted, MPO Committee approval is required (**MPO Adjustment**).
- Changes in non-federal funding participation; these modifications will be reflected in the next TIP list of projects.
- Minor changes in scope; however, project scope changes affecting AQ conformity or other projects will require MPO Committee approval (**MPO Adjustment**) and may become a TIP amendment (see matrix).
- Changes in funding source within the same funding category (i.e. federal to federal, state to state and local to local; **adding, changing or combining job numbers** within

the project funding limits described herein); these modifications will be reflected in the next TIP list of projects.

- Corrections to minor listing errors that don't change cost or scope; these modifications will be reflected in the next TIP list of projects.
- Cost decreases (Federal or non-Federal); these modifications will be reflected in the next TIP list of projects. Any resultant additional federal funding applied to a new or existing project will follow the amendment or modification process described herein.
- Changing an existing project to an advance construction project and vice versa.
- Adding lanes or non-motorized, up to ½ mile.
- Adding, deleting or changing GPA qualifying projects in most cases will be an Administrative Modification;
- GPA line items budget changes exceeding 25% will require a Federal TIP Amendment, consistent with the Statewide GPA Policy.

Administrative Modifications or MPO Adjustments do not require Federal approval. GVMC practice is that project changes affecting Federal-aid, and/or other projects, require Technical review and recommendation and Policy Committee approval as an MPO Adjustment. In addition, MPO staff may approve modifications as noted above. The public will be notified of Administrative Modifications and MPO Adjustments affecting existing projects in the TIP through the MPO committee meetings or the GVMC web-site.

In the event that an Administrative Modification or MPO Adjustment must be considered immediately, staff will have the authority to implement that adjustment; and for MPO Adjustments, with permission from the Chairpersons of the Technical and Policy Committees and the requesting agency impacted by the adjustment. If the Chairperson from either committee is not available, permission for the Vice-Chairperson will be sought. The modification will be included in the next TIP list of projects.

At all times the TIP must maintain financial constraint through a combination of Federal and non-federal funds. Administrative Modifications and MPO Adjustments will be communicated to MDOT and FHWA in a timely fashion and reflected in the next TIP list of projects, and posted on the GVMC website for public information.

Major transit capital expenditures and/or projects may be considered a Federal TIP Amendment, depending on their scope and impact on the AQ Conformity process.

Technical and Policy Committee Quorum

If a Quorum is not present, or an action item (modifications or amendments) is time sensitive, at the Technical Committee meeting, action items can go directly to the Policy Committee; if a quorum is not present at either the Technical and/or Policy Committee meeting(s), then action by the respective Chairperson(s) may be requested and then confirmed at the next committee meeting.

Qualifications for Adding/Amending New Projects to an Existing TIP-

PASER 10 – 8	Not Eligible for federal funds
PASER 7	Eligible for crack sealing funding*
PASER 6 - 5	Eligible for sealcoat/thin overlay funding*
PASER 4	Eligible for structural overlay funding
PASER 3 – 1	Eligible for reconstruction funding

* Approved GVMC treatment. Subject to MDOT Programming approval.

Expand & Widen Proj. -	Should be listed in the Congestion Management System capacity deficiency list and be listed in the Metropolitan Transportation Plan.
ITS Project -	Should be recommended by the ITS committee.
Transit Project -	Should be listed in the 5 year Short Range Public Transportation Plan or in the Long Range Public Transportation Plan.
Buses -	All buses should come from the Fleet Plan.

Procedure for Adding New Project(s) TIP –

A call for projects will be sent to all transportation providers, project(s) will be selected through the project selection process exercised by the TPSG, Technical and Policy Committees.

MTP Amendments

MTP Amendments require the review and recommendation of the Technical Committee and approval of the Policy Committee as well as state and federal approval, and are characterized by one of the following proposed changes (see corresponding MTP Revisions matrix):

- Adding a new regionally significant project, as defined by inter-agency work group (IAWG) and/or air quality (AQ) conformity Non-Exempt project list. ***See the definition of regionally significant projects below for more detail.**
- Deleting a project; where applicable, funding will be returned to the MPO for reprogramming.
- Projects with cost exceeding 25% of the MTP programmed Federal-aid amount.
- Major changes in project design concept or design scope. A major change is one affecting roadway capacity and/or air quality.
- Moving an Illustrative List project into the body or project list of the MTP document.
- Changing non-federally funded project to federally funded project.
- Changing air quality conformity model year grouping for a regionally significant project.

Existing MPO, State and Federal processes will be followed for proposed MTP Amendments in the areas of air quality conformity, financial constraint, public participation, and environmental justice. MTP amendments will be subject to public involvement as described in the MPO Public Participation Plan.

Major projects affecting roadway through capacity or transit service capacity (Non-Exempt for AQ) shall be listed specifically in the MTP, and subject to a MTP amendment if not in the plan. AQ Exempt projects are not required to be listed individually, outside of those in the current TIP, but may be listed by categories of work (such as preservation, safety, etc.)

At all times the MTP must maintain financial constraint through a combination of Federal and non-federal funds. Approved MTP amendments will be forwarded to MDOT with updated project lists, financial constraint documentation, and proof of MPO action. MDOT will then forward the changes to FHWA.

MTP Administrative Modifications

Administrative modifications will be considered when any of the following is proposed to an existing project:

- Adding lanes or non-motorized facilities, up to one mile, **or as defined by the IAWG.**
- Increase in Federal-aid cost less than or equal to 25% of the MTP programmed amount.
- Decrease in Federal-aid project cost.
- Change in Non Federal-aid project cost.
- Change in Federal or Non Federal funding category.

- Corrections to minor listing errors or other non-regionally significant project changes.
- Minor changes in scope, or scope changes not considered regionally significant.
- Update to the first four-years of the MTP to correspond to the most current TIP. The first four years of the MTP **are** the TIP and vice versa. When the MTP is updated or amended, the first four years will be adjusted to match the latest version of the TIP, including all TIP amendments and modifications to-date.

Administrative modifications regarding the addition of lanes or non-motorized facilities up to one mile and increases in Federal-aid project cost up to 25% require MPO Committee approval. The other minor modifications to the MTP occur only when the MTP itself is undergoing an update or is being amended. The MTP document is visionary and long range by its very nature and is only administratively modified when other major changes (amendments) are demanded.

At all times the MTP must maintain financial constraint through a combination of Federal and non-federal funds. Administrative modifications will be communicated to MDOT and FHWA during the next MTP amendment or plan update, and for public information through the GVMC website.

Qualifications for Adding/Amending New Projects to an Existing MTP-

- Reconstruct/Resurf Proj. -** These types of projects will only be added when/if the MTP is amended for other reasons to reflect the current TIP projects.
- Expand & Widen Proj. -** Should be listed in the Congestion Management System capacity deficiency list. Project should be regionally significant.
- ITS Project -** Should be recommended by the ITS committee.
- Transit Project -** Should be listed in the 5 year Short Range Public Transportation Plan or in the Long Range Public Transportation Plan.

Procedure for Adding/Amending New Project(s) into the MTP –

(See Qualifications for Adding/Amending New Projects to an Existing TIP above.)

Regionally Significant Project

Regionally significant project definition from 23 CFR 450.104:

A transportation project that is on a facility which serves regional transportation needs and would normally be included in the modeling of the metropolitan area's transportation network. A transportation project (other than projects that may be grouped in the TIP and/or STIP or exempt projects as defined in EPA's transportation conformity regulation (40 CFR part 93)) that is on a facility which serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and would normally be included in the modeling of the metropolitan area's transportation network. At a minimum, this includes all principal arterial highways and all fixed guideway transit facilities that offer a significant alternative to regional highway travel.

Additionally for GVMC's purposes a project is considered regionally significant if it involves adding or reducing through road capacity over one mile or adding a newly constructed Federal-aid road, fixed guideway or BRT transit project, substantial multi-jurisdictional non-motorized project, or a major rail or transit infrastructure project. Roadway and bridge preservation, operational and/or safety (turning lanes, signalization, ITS equipment or services, etc.) projects are not considered Regionally Significant, as long as any new turning lanes are one mile or less in length (or Exempt projects as defined in FHWA-FTA guidance issued on 4-23-2018 and Transportation Conformity Regulations issued in April of 2012 from EPA).

Adding a new Regionally Significant project as defined by IAWG and/or air quality (AQ) conformity Non-Exempt project list (per FHWA-FTA guidance issued on 4-23-2018 and Transportation Conformity Regulations issued in April of 2012 from EPA), may require a new AQ conformity analysis and finding, based on IAWG discussion and concurrence.

- Major projects affecting roadway through capacity or transit service capacity (Non-Exempt for AQ) shall be listed specifically in the MTP (in a TIP if applicable), and subject to a MTP/TIP amendment if not. AQ Exempt projects are not required to be listed in the MTP, outside of those in the current TIP, but may be listed by categories of work (such as preservation, safety, etc.)

All non-federal aid projects (for regional significance determination) will be considered on a case by case basis based on the regionally significant criteria herein by GVMC's Technical and Policy committee for inclusion into a TIP and MTP.

Advance Construction

Policies/Practices:

When the TIP program is developed it needs to be financially constrained.
The conversion of advance construction projects is the 1st priority.

Allow advance construction within the four year TIP and the Illustrative program

The TPSG and Technical Committees recommend that the use of Advance Construction be restricted to the first 4 years of the TIP and the 2 Illustrative years; that there are no limits on the dollar amount and the number of Advance Construct projects allowed, and that once the TIP is developed it will be financially constrained.

Obligation Authority

Policy/Practice:

- Encourage the use of Advance Construction.
- Goal to have projects obligated by **April 1st**
- If a project cannot be obligated in the first year that projects drops to the second or third year and the advance construction project(s) are converted (paid for) in the first year.
- **Carry over projects (where possible) have priority to be funded in the next year of the TIP**
- Preferably the fourth year of the TIP contains easily built projects (several overlay projects).
- Monthly project tracking.

*The TPSG and Technical Committees recommend establishing a practice to increase the use of Advance Construct projects, and establish the goal that all projects are obligated by April 1st. Staff will also distribute to the **Technical Committee** a project tracking sheet on a monthly basis.*

- This section contains updates not acted upon by the Committees.

Functional Classification

Policy/Practice:

- 1) Grandfather in the existing system.
- 2) Classify facilities as County Primary or City Major roads according to Act 51 designation.
- 3) Use the following table prepared as proposed recommended thresholds for consideration:

NFC #	Facility Type	Current Low Volume	Current High Volume	Current Average Volume	Proposed Minimum Threshold*
1	Rural Interstate	31,000	38,000	35,000	
2	Rural Freeway	26,000	51,000	41,000	
6	Rural Minor Arterial	2,100	23,000	8,700	5,000
7	Rural Major Collector	500	13,000	4,400	2,500
8	Rural Minor Collector	500	12,000	2,000	1,500
11	Urban Interstate	31,000	90,000	56,500	
12	Urban Freeway	44,000	129,000	95,500	
14	Urban Principal Arterial	4,000	55,000	23,300	25,000
16	Urban Minor Arterial	1,500	47,000	11,800	10,000
17	Urban Collector	750	17,000	5,000	5,000
	All Classes	500	129,000	13,000	

* Facilities not yet constructed would have to be modeled to determine out year volume (nearest modeled year).

Note: The above represent only volume thresholds. Other criteria must also be evaluated to determine regional significance of a roadway facility.

NFC Modification Process

1. If a local jurisdiction wants to add/remove/modify a facility's functional class that jurisdiction needs to draft a memo describing the justification for the change to the road on or adding to the Federal-Aid network and fill out the NFC Revision form. Justification needs to be that the function of the road has changed and not because the road needs to be improved using federal funds. Odds of the road getting reclassified go up for roads that serve as a pass-through between existing Federal-Aid roads, have multiple lanes, have high daily traffic volume, and have higher speeds.
2. MDOT and the MPO need to review the submission preliminarily before submission to the Technical & Policy Committees for review and approval. Once approved by the committees, the final submission is made by the MPO to MDOT. MDOT then reviews

the request then submits it to the Federal Highway Administration for their review and approval.

DRAFT

High Priority Corridors

Policy/Practice:

The current policy/practice is to review proposed corridors on a case by case basis by the TPSG Committee, considering the following:

Facilities Must:

- Be continuous
- Provide connectivity
- Provide alternative routing during emergency situations
- Serve a regionally significant purpose
- Serve major activity centers
- Serve intermodal facilities
- Serve regional medical facilities
- Be a Minor Arterial or above

The TPSG and Technical committees recommend corridors to the Policy Committee, using the criteria developed for High Priority Corridors on a case by case basis to determine if a High Priority Corridor is eligible for special funding. - This section contains updates not acted upon by the Committees.

Federal Funding of Right of Way (ROW)

Policy/Practice:

Use of Federal funds is not allowed unless the committee deems a corridor with a high priority a special case as identified by the MPO.

Eliminate Federal/State funding of ROW. An exception may be approved by the **TPSG** Committee if a jurisdiction requests to use ROW funds for a large or expensive project, **on a case by case basis.**

MDOT federal funding for ROW will be allowed following the required TIP Administrative Modification, MPO Adjustment or Federal TIP Amendment.

Federal Funding of Engineering Expenses

Policy/Practice:

There is no current policy or practice allowing the use of Federal Funds for engineering costs by the MPO committees. MDOT federal funding for Engineering will be allowed following the required TIP Administrative Modification, MPO Adjustment or Federal TIP Amendment.

Encourage local jurisdictions staff to work on future year projects, get programming into MDOT early in the fiscal year and obligate projects in a timely basis.

TIP Revisions

		Staff Recommendation	Committee Chair Approval	Technical Committee Review & Recommend	Policy Committee Approval	MDOT/PHWA/FTA Approval	Public Participation Procedure
TIP Amendment	Add New Project over \$5.0 Million (including Safety, TAP, and CMAQ projects) in TIP Project List	X	X (Option)	X	X	X	Committee meeting, Web posting
• Financial constraint must be maintained at all times.	Delete Project	X	X (Option)	X	X	X	Committee meeting, Web posting
• Any new project or major scope/design change shall be consistent with the MTP.	Federal-aid cost increase over 25%	X	X (Option)	X	X	X	Committee meeting
	Major* scope/design change	X	X (Option)	X	X	X	Committee meeting
	Move Illustrative List Project into the TIP (new project)***	X	X (Option)	X	X	X	Committee meeting
• GPA line items budget changes exceeding 25%.	Change non-federal aid funded project to federally funded project	X	X (Option)	X	X	X	Committee meeting
	New Discretionary Projects Over \$5 million	X	X (Option)			X	Web posting

• Generally refers to line item projects in TIP Project List (over \$5.0 million)

TIP Admin. Mod/Adjustment	Additional lanes or non-motorized, up to one mile	X	X (Option)	X	X		Committee meeting
• Financial constraint must be maintained at all times.	Adding, deleting or changing project within existing GPA category and budgets as defined (under \$5.0 Million)	X					At next Committee meeting
• Changes to existing projects.	Increase in Federal aid cost more than 10% and less than or equal to 25%	X	X (Option)	X	X		Committee meeting
	Increase in Federal aid cost up to 10% (per LAP Policy)	X					Not required
	Decrease in Federal aid project cost	X					Not required
	Change in Federal funding category (applies to MDOT only)	X					Not required
	Change in Federal-aid funding level or TIP year not affecting other projects (eg. MDOT, ITP, TAP, Bridge, Safety, HPP (earmarks), or other discretionary sources)	X					Not required
	Adding or changing job numbers within approved funding and scope limits	X					Not required
	Changing an advance construction project to Federal-aid	X	X (Option)	X	X		Not required
	Changing a Federal-aid project to advance construction	X	X (Option)	X	X		Not required
	Change of project year within the 4-year TIP	X	X (Option)	X	X		Not required
	Listing error corrections	X					Not required
	Minor** scope changes (not regionally significant as defined)	X					Not required

Notes:

- Financial constraint must be maintained at all times.
- Any new project or major scope change shall be consistent with the MTP.
- Regionally significant for air quality = Adding or reducing through capacity over 1 mile; adding new Federal aid road, fixed guideway or BRT transit project, substantial multi-jurisdictional non-motorized, or major rail or transit infrastructure.
- Major* = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)
- Minor** = May include at staff's discretion: 1) lane extensions up to 1/4 mile, 2) sidewalks & NM, 3) ADA enhancements, 4) signalization and/or signs, 5) utility issues, 6) pavement type, 7) phase changes, 8) additional spaces in park-and-ride lots, 9) other
- *** Any project from the TIP Illustrative Project list, which has previously been processed for public involvement with the TIP, is not required to have additional public involvement (Consultation, EJ and EA) prior to completing the TIP amendment process.

MTP Revisions

		Staff Recommendation	Committee Chair Approval	Technical Committee Review & Recommendation	Policy Committee Approval	MDOT/HWA/FTA Approval	Public Participation Procedure
MTP Amendment	Add/Delete Regionally Significant Project (defined by IAWG, AQ non-exempt project)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Major* scope/design change for regionally significant project(s)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Move Regionally Significant Illustrative List Project into the MTP (new project)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Change in air quality conformity model year grouping for regionally significant project	X	X (Option)	X	X	X	Committee meeting, Web posting

MTP Administrative Modification <ul style="list-style-type: none"> Financial constraint must be maintained at all times. Changes to existing projects. MTP modifications will be made during the next MTP amendment or plan update. 	Additional lanes or non-motorized facilities, up to one mile	X	X (Option)	X	X		Not required
	Increase in Federal aid cost up to 25%	X	X (Option)	X	X		Not required
	Decrease in Federal aid project cost	X					Not required
	Change in Non-Federal aid project cost	X					Not required
	Change in Federal or Non-Federal funding category	X					Not required
	Listing error corrections or other non-regionally significant project changes	X					Not required
	Minor** scope changes (not regionally significant as defined)	X					Not required
	Update to the first four years of the MTP to correspond to the most current TIP	X					Not required

Notes:

- Financial constraint must be maintained at all times.
- Any new project or major scope change shall be consistent with the MTP.
- Regionally significant for air quality = Adding or reducing through capacity over 1 mile; adding new Federal aid road, fixed guideway or BRT transit project, substantial multi-jurisdictional non-motorized, or major rail or transit infrastructure.
- Major* = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)



GRAND VALLEY METROPOLITAN COUNCIL

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MEMORANDUM

DATE: September 12, 2018

TO: Technical Committee

FROM: Andrea Faber, Transportation Planner

RE: **Public Participation Plan (PPP) Draft Approval**

Federal law, specifically Title 23, Code of Federal Regulations, Part 450, especially section 316, requires MPOs to have a public participation process that is explicitly set forth and maintained. GVMC's Public Participation Plan (PPP) ensures that our public participation process is continuous and transparent. This document also outlines key milestones during the development of the PPP, the Transportation Improvement Program (TIP), the Metropolitan Transportation Plan (MTP), and the Unified Planning Work Program (UPWP) when the public will be encouraged to provide comment, attend a public meeting, or otherwise be notified or encouraged to participate in the planning process. The PPP is reviewed and updated at the beginning of the Metropolitan Transportation Plan (MTP) development cycle. Our last PPP was approved in January of 2014.

Staff has reviewed the previous PPP and made several changes in order to better reflect the current public participation practices of the MPO, advancements in technology, and recommendations from our recent certification review. New information is highlighted in yellow. Some highlights include new sections on how public involvement is handled for GPA projects, a UPWP section, and how GVMC coordinates with Statewide public involvement efforts, such as the MDOT Five Year Program, Statewide TIP and State Long-Range Transportation Plan (SLRTP), as well as with other jurisdictions and organizations to keep the public informed. There is also more emphasis on using social media, video, email, and other technology to reach the public than in previous plans.

Recommended Action:

Per federal guidelines, the PPP is required to undergo a 45-day public comment period, which is expected to begin on Monday, September 24. **Staff is requesting Policy Committee approval of the draft PPP so that the document can be brought forward to the public for comment.**

Staff also requests that any committee comments or corrections to the draft PPP be submitted by September 19 so that changes can be incorporated prior to the beginning of the PPP public comment period.

If you have any questions, please contact me at (616) 776-7603 or andrea.faber@gvmc.org.

Public Participation Plan

September, 2018



GVMC

Contact GVMC Transportation Division

Those seeking more information can contact the GVMC Transportation Division:

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The Public Participation Process for Transportation Planning

A participation process for transportation planning must be clearly outlined and adopted by the Metropolitan Planning Organization (MPO), which receives transportation funds from the Federal Highway Administration and from the Federal Transit Administration. The actions and processes described in this document apply to transportation planning done by the Grand Valley Metropolitan Council (GVMC) in conjunction with the work of the transportation committees of the Council. The standards for this process can be found in Title 23, Code of Federal Regulations, Part 450, especially Section 316.

In general, the Federal regulations cited above had required “a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and TIPs (Transportation Improvement Programs).” With the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), enacted on August 10, 2005, additional emphasis was placed on extensive stakeholder participation. SAFETEA-LU expanded the public involvement provisions by requiring MPOs to develop and utilize “participation plans” that are written in consultation with an expanded list of “interested parties,” which the GVMC refers to as the Interested Citizens/Agencies List. The latest transportation bill, Fixing America’s Surface Transportation (FAST) Act, was signed on December 4, 2015, and continues to ensure that public involvement remains a hallmark of the transportation planning process.

Specific public involvement requirements detailed in FAST ACT legislation include the following:

- Holding public meetings at convenient and accessible locations and times
- Employing visualization techniques to describe metropolitan transportation plans and TIPs
- Making public information available in an electronically accessible format and means (such as the World Wide Web)
- Requiring a minimum public comment period of 45 days before the public involvement process is initially adopted or revised
- Providing timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties and segments of the community affected by transportation plans, programs and projects (including, but not limited to, central city and other local jurisdiction concerns)
- Demonstrating explicit consideration and response to public input received during the planning and program development processes, and including written and oral comments received on the draft transportation plan or TIP as a result of the public involvement process, as an appendix of the plan or TIP
- Being consistent with Title VI of the Civil Rights Act of 1964, which ensures that no person shall, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of

Transportation; and moreover, seeking out and considering the needs of those traditionally underserved by existing transportation systems, including, but not limited to, low income and minority households

- Identifying actions necessary to comply with the Americans with Disabilities Act of 1990

To meet these standards, this participation process includes outreach to solicit public opinion and transportation needs, especially of the underserved, through the following means:

- Continually adding new information to the website
- Ensuring that there is an opportunity for public comment at committee meetings
- Making information easily available to the public in a variety of ways (online, print, email, etc.)
- Making every attempt to schedule public meetings at convenient times and locations that are along transit routes and accessible to those with disabilities
- Allowing opportunities for public comment on key decisions
- Responding to comments in a timely and forthright manner
- Regularly reviewing the public involvement process itself

The emphasis of this process is on early involvement of the public in all processes in order to obtain input and insight before decisions are made.

Goals, Objectives, and Policies

Plans and policies need to be revisited and reviewed periodically to determine if the public's needs are being addressed in an effective and efficient manner. In order to ensure the effectiveness of this plan, the public must be kept informed of activities of the Transportation Division of the Grand Valley Metropolitan Council and be given a meaningful opportunity to participate in the development and review of public policy through public outreach activities and techniques.

Public Participation Goal: The public involvement process for transportation planning shall provide complete information, timely public notice, and full access to information regarding key decisions; and shall support early and continuing involvement of the public.

Objective 1-Public Access to Information: The public shall be provided timely notice and appropriate access to information about transportation plans, issues, and processes through notices/information posted on gvmc.org and our social media pages, emails to the interested citizen/agency list, flyers posted at local libraries and jurisdictions, newspaper ads, press releases, videos, a quarterly newsletter, as well as other tools and techniques when determined necessary. (Please see the Public Participation Timeline Summary on page 25 for more information on public notification dates.)

The following policies will be adhered to in order to meet this objective:

- The Transportation Improvement Program (TIP), the Metropolitan Transportation Plan (MTP), the Public Participation Plan (PPP), the Unified Planning Work Program (UPWP),

the Title VI Plan, the Limited English Proficiency (LEP) Plan, and other important documents shall be made available by GVMC Transportation staff in an electronic format for the public to review on the GVMC website (gvmc.org). For those without internet service, most libraries offer free computer and internet access, and many offer free WI-FI. All plans and documents will also be available at GVMC offices, and copies of the Metropolitan Transportation Plan will be distributed to all public libraries in the MPO area and to all members of the GVMC Transportation Committees. Copies of plans or project lists will also be distributed to the GVMC Transportation Committees. Any person or agency may also request a copy of any of GVMC's plans via telephone, fax, mail, e-mail, or in person at any time. A small copying fee may apply.

- GVMC will employ visualization techniques to describe Metropolitan Transportation Plans and Transportation Improvement Programs (TIPs). These may include the following formats: project location maps, story maps, ArcGIS online interactive maps, photographs, narrative project descriptions, charts, illustrations, graphics, diagrams, and sketches. Staff will continue to monitor and investigate developing technologies to improve the MPO's visualization process.
- Notice and agenda of all GVMC Transportation Committee meetings shall be available to the public a minimum of six days before they occur with the exception of emergency meetings when less time is allowed under the State of Michigan Open Meetings Act.
- Information pertaining to the adoption, revision, or amendment of all GVMC Transportation plans shall be available a minimum of six days prior to the date of the final action with the exception of emergency meetings when less time is allowed under the State of Michigan Open Meetings Act.
- All meetings and workshops of GVMC Transportation Committees will be open to the public except as allowed by the State of Michigan Open Meetings Act.
- Per GVMC's Limited English Proficiency (LEP) Plan, strategies will be developed to provide notices of programs, services, or activities to limited English proficiency (LEP) populations by using appropriate media and brochures (also in languages other than English). Community groups serving LEP populations will be contacted, as well as schools, church groups, chambers of commerce, and other relevant entities as part of the regular public participation process.
- In compliance with the Americans with Disabilities Act, individuals needing special accommodations to participate in meetings or individuals with limited English proficiency should contact GVMC Transportation Staff at least four working days prior to the scheduled meeting. As per GVMC's Limited English Proficiency (LEP) Plan, GVMC will provide oral

and written translation; written interpretation and translation; and sign language, if requested, or as a result of an LEP analysis on any given project or projected program, requiring translation or interpretation.

Objective 2-Public Access to Meetings and Facilities: Opportunities shall be created for the public to participate in the planning process for important issues, plans and projects under consideration by the GVMC Transportation Division, through public meetings, committee meetings, and other venues. GVMC will target groups who can expect to be directly affected by the outcome or those with special needs that may not be well served by the existing transportation system.

The following policies will be adhered to in order to meet this objective:

- GVMC Transportation Staff shall inform the public about issues and proposals under their consideration through public meetings, presentations, mailings, press releases, or other techniques during the development of each of the transportation plans, programs, or projects for which GVMC is responsible.
- GVMC Transportation Staff will continue to develop and maintain an Interested Citizens/Agencies List for the purpose of disseminating information about transportation plans, policies, and activities. The Interested Citizens/Agencies List, while all inclusive, will be especially geared to reach those low-income and minority populations that have traditionally been underserved in the transportation planning process.
- GVMC Transportation Staff shall consult with stakeholders through correspondence that utilizes the continuously updated Interested Citizens/Agencies List.
- GVMC Transportation Staff shall review the Public Participation Plan prior to the start of the Metropolitan Transportation Plan (MTP) development process. The Public Participation Plan (PPP) will also be reviewed for required updates if needed before the development of the Transportation Improvement Program (TIP).

Objective 3-Public Input: The solicitation, compilation, and consideration of public input shall be an integral part of the GVMC Transportation decision making process.

The following policies will be adhered to in order to meet this objective:

- GVMC Transportation Staff shall conduct public participation meetings prior to the adoption of the transportation plan or program for which it is responsible, including the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), or substantive amendments thereof. Notices of such meetings will be distributed through the Interested Citizens/Agencies List as well as the area media. Public meeting notices will also

be posted on the GVMC website, gvmc.org, and our social media pages.

- Those plans and programs that require extended review periods will allow for written comments to be submitted, including the Metropolitan Transportation Plan, the Transportation Improvement Program, **Unified Planning Work Program**, the Public Participation Plan, and any other plan with extended review periods. All comments received as well as a response to each comment will appear as an appendix to the applicable plan or program. GVMC Transportation Staff will notify the public of extended review periods that are required by State or Federal guidelines and specifics regarding how to comment on those plans or programs.
- Those members of the public wishing to address comments to any GVMC Transportation Committee will be given the opportunity to comment at the regular public meetings of those committees.

Public Participation Strategies

Participation Plan

The development, adoption, and amendment of GVMC transportation plans and programs shall be subject to the Public Participation Plan. The Public Participation Plan will be monitored and reviewed before the start of the Metropolitan Transportation Plan (MTP) development process as required by federal guidelines and before the start of the Transportation Improvement Program (TIP) development process if needed due to changes in federal law, deficiencies in the tools and techniques used to reach the public, or if it is determined that other changes need to be made to the document. (Please see Appendix A for information on the Public Participation Plan evaluation criteria.) It is hoped that the directives of this plan will result in well-attended public meetings, local news coverage of programs, and more public interest in transportation issues within the region. The procedure for developing the Public Participation Plan is outlined on page 14.

Availability of Information

All events/opportunities appear on GVMC's webpage (gvmc.org), our social media pages, are sent to partnering agencies for posting on their social media pages, and are emailed to the Interested Citizens/Agencies List that GVMC maintains. Transportation plans, including the MTP, PPP, TIP, and UPWP, will also be included on the GVMC website for public review and comment. Open house/public meeting notices are published in a general circulation newspaper in the region, such as The Advance and its affiliate papers—The Cadence and The Penasee Globe, El Vocero Hispano, and The Grand Rapids Times. For more information about these newspapers, please see the "Newspaper Ads" section on page 29.

GVMC staff will make written materials provided to our committees available to the public upon request. Requests can be made by phone, fax, mail, email, through gvmc.org, in person at GVMC's office or at Committee meetings. When appropriate, a charge may be levied for copies of

publications. The charge will cover the cost of producing and, if applicable, mailing the materials. All such materials are available for viewing at GVMC offices at no cost.

Accessibility for Persons with Disabilities

The transportation needs and opinions of those with disabilities will be sought out and the planning process will be made accessible to such persons as per the regulation provided by the Americans with Disabilities Act of 1990. Public meetings will be held in facilities that are on transit routes and that are accessible to persons with disabilities.

Meeting Times

Every attempt will be made to host public meetings at convenient hours to maximize attendance. Public meetings are generally held between 5:00 pm and 7:00 pm. There is also an opportunity for public comment at GVMC's Technical Committee, Policy Committee, and Board meetings. Committee meetings are held in the early morning, so those with atypical work schedules may find these meeting times more convenient. For a list of committee meeting times and locations, please see the "Committee Meetings" section on page 26.

Writing in Plain Language

Plain language is defined as "communication your audience can understand the first time they read or hear it."¹ Every effort will be made to use plain language in all MPO public involvement materials, including newspaper ads, flyers, and mailings, in accordance with the Plain Writing Act of 2010. This act requires that Federal agencies use "clear Government communication that the public can understand" and was signed on October 13, 2010.² For more information on writing in plain language, please visit www.plainlanguage.gov.

Public Comments

General Comments: Members of the public are welcome to submit comments on specific issues or to contact staff with questions at any time. A staff directory with emails and direct phone numbers is included on gvmc.org for the public's convenience, or staff can be reached through GVMC's main line at (616) 776-3876. GVMC's Technical Committee, Policy Committee, and Board meetings are also open to the public and include an opportunity for public comment on the agenda. (Please see "Committee Meetings" on page 26 for more information about meeting times and locations.) Meeting agendas are posted on gvmc.org a minimum of six days before a scheduled meeting.

Ways to Submit Comments: During public comment periods, staff ensures that the public can submit comments in a number of ways, including:

- Downloading a comment form from gvmc.org and sending it to GVMC by mail or email (See Appendix B for example.)
- Completing an online submittal form on gvmc.org (See Appendix C for example.)
- Emailing comments to a GVMC staff member
- Phoning in comments to a GVMC staff member
- Filling out a comment form in person at GVMC or at a public meeting
- Commenting on a GVMC social media post

¹ From www.plainlanguage.gov

² From <http://www.plainlanguage.gov/plaw/>

Note: Comment forms are for the public's convenience only, and comments don't need to be written on an official comment form to be considered.

A comment form is available in Appendix B. The electronic comment form is available in Appendix C.

Response to Comments: GVMC will summarize and respond, if necessary, to public comments on the MTP, the PPP, the UPWP, the TIP, on amendments to the TIP, on proposed major area-wide investment studies, and on key decisions based on the manner in which they are received. For instance, comments received by email will be responded to by email. We will also forward comments about specific projects to the responsible entities. Comments and responses will be kept on file, be available for public review, and will be made part of the plan, program, or other document as adopted. Summaries of comments and responses will also be given to the Technical and Policy Committees as well as the jurisdiction(s) directly responsible for the project for review. Comments will be responded to before decisions are made or plans or programs are adopted. Responses will be made in a timely manner so that they can be considered during the next phase of the plan or program development.

Social Media Comments: Comments submitted on our social media pages that require a response will be replied to in a timely manner on the platform where they are received (i.e., comments received on Facebook will be replied to on Facebook). Comments will also be shared with the responsible agency or jurisdiction if applicable. Off-topic, bullying and/or offensive Facebook posts will be deleted at GVMC discretion or by Facebook if the comment violates their policies.

Note: Not all comments warrant a formal response, and this may be especially true for comments received over social media. This decision will be made at staff discretion.

Coordination with Statewide Public Involvement Efforts, Such as the MDOT Five Year Program, Statewide TIP and State Long-Range Transportation Plan (SLRTP)

For the MDOT Five Year Program and the Statewide TIP, MDOT follows a prescribed statewide public involvement process for these documents and products. The GVMC MPO TIP is included in the STIP by reference and follows the public involvement process described herein. Projects from the MDOT Five Year program are included in the MPO TIP and are reviewed by the MPO staff and committees during the project development process, in coordination with the MDOT Grand Region.

The MDOT SLRTP has its own public involvement process, which is currently being developed for the 2045 SLRTP. The SLRTP is a policy document, which is different from the MPO MTP, which is more project specific. Therefore, the public involvement activities will have a different focus. Various MPO staff members statewide are involved in developing the public involvement process and will continue to participate in the process as the 2045 SLRTP is developed. GVMC will also participate in outreach efforts locally for the SLRTP, provide local contact information for MPO stakeholders, and post notices and links to relevant documents on its website. In addition, presentations will be made at the MPO committees, which are open to the public.

Coordination with Other Agencies, Jurisdictions and Organizations

GVMC has partnered with our local transit agency, The Rapid, and uses space at Rapid Central Station to hold public meetings, to set up displays, and to conduct public surveys. GVMC and The Rapid cross-post social media notices, and GVMC and the Rapid have shared our public

involvement lists so that all of our interested parties receive notifications of public outreach opportunities.

GVMC has also partnered with LINC UP, a community development organization that provides services to Kent County, and is involved in a host of projects and services that reach families, houses, businesses and neighborhoods at large. They have agreed to allow GVMC to hold public meetings at their location for free, share our posts about public involvement opportunities on their social media pages and in their e-blasts, and permit GVMC to participate in and distribute information at their events.

GVMC is continually working to build partnership relationships with other agencies and jurisdictions that can help us inform the public about opportunities to get involved in the transportation planning process. Staff is also investigating ways that we can potentially share efforts with MDOT in engaging and informing the public, especially in regard to environmental justice. The MDOT Grand Region office has expressed a willingness to help advertise information about GVMC's public comment opportunities and public meetings by posting flyers at their location and informing their interested parties through their existing outreach forums. GVMC posts notices for major MDOT projects and looks forward to continuing to build this partnership. GVMC is also striving to make connections with neighborhood associations and other agencies that serve lower income and minority populations.

Project Level Public Involvement Coordination

GVMC will post on its website meeting notices for individual project public involvement meetings, in coordination with the local transportation authority responsible for the project. Most regionally significant projects are also reviewed in more detail at the MPO committee meetings, which are open to the public. The MPO staff usually participates in regionally significant project public involvement activities and will assist the individual implementing agency with developing public and stakeholder mailing lists and/or identification of the affected stakeholder groups. GVMC will often help to arrange meetings with the affected agencies, stakeholders and the project's owner agency. Comments received by the MPO through its website, committees or other communications will be forwarded to the implementing agency.

Public Involvement for Planning Projects That Are Not in the TIP

As particular planning or programming projects arise, the performing entity will develop a specific participation process that is appropriate for the project. Examples of such projects are: The Metropolitan Transportation Plan (MTP), substantial amendments to that plan, corridor studies, the Transportation Improvement Program (TIP), and major metropolitan transportation investment studies. The participation process for planning or programming projects will follow the TIP or MTP amendment procedures outlined in this document and include the following specific measures as well as other actions: (1) a formal public meeting will be held well in advance of the adoption of transportation plans and before the adoption of the TIP, (2) a reasonable period of time will be set aside before the adoption of a plan or the TIP during which the public may comment verbally at the public meeting or in writing to the GVMC offices.

Continual Evaluation of Tools and Techniques

The MPO uses a variety of tools and techniques in order to involve the public in the transportation planning process. GVMC staff believes the tools and techniques reflected in this document allow

MPO staff to reach the public most effectively at the present time. However, these tools and techniques will be evaluated on an ongoing basis to ensure that they continue to be relevant and effective in reaching the public. (Please see Appendix A for information on the Public Participation Plan evaluation criteria.) If staff determines that a specific tool or technique is no longer effective, staff will discontinue its use and consider replacing it with a different tool or technique. Staff will also continue to monitor technology advancements as well as new and emerging social media outlets that have the potential to be useful in the public involvement process. If a new tool or technique is discovered or becomes available, staff may use it in addition to the tools and techniques listed in this document.

For a description of the tools and techniques that the MPO uses to reach the public, please see the “Public Participation Tools and Techniques” section on page 26.

Public Participation Summary Reports

After the completion of all TIPs, MTPs, and Public Participation Plans, staff will generate a report that summarizes the overall number of public comments received, the estimated number of people reached throughout the public participation process, and the various tools that were used. This report will be included as an Appendix of the document.

Public Participation Procedures for Major Documents

GVMC produces **four** major documents that require public involvement. These documents include the Public Participation Plan (PPP), **the Unified Planning Work Program (UPWP)**, the Transportation Improvement Program (TIP), and the Metropolitan Transportation Plan (MTP). Public involvement for the PPP, TIP, UPWP, and MTP document will be continual throughout the plan development processes. Updates will be posted on gvmc.org before TPSG Committee meetings, public meetings, and before public comment periods begin, and will be given verbally during Technical and Policy Committee meetings periodically as well. However, GVMC has selected several milestone points for each document when it will engage the public through additional means in order to inform them of opportunities to become involved in the development process, which may include invitations to public meetings, requests for public comment, or other information. These milestones are outlined in the tables on the following pages, along with the procedures for amending the TIP and MTP. *Please note: In years when the TIP and MTP are developed simultaneously, public participation activities for both documents may be combined at staff's discretion in order to maximize efficiency and resources and reduce confusion. Please also note: GVMC staff may choose to add additional tools and techniques not specified at their discretion at any point during the **UPWP, PPP, MTP and** TIP development process to enhance public outreach.*

Public Participation Plan

The Public Participation Plan (PPP) describes the ways in which GVMC will engage the public in the transportation planning process in order to ensure adherence to federal legislation and that the public involvement process for all documents is continuous. The table below describes the public participation procedure for developing the PPP.

Public Participation Plan Development

Milestone	Public Participation Procedure	Public Notification Date (minimum)	Length of Public Comment Period (minimum)
1. Draft Public Participation Plan developed and presented to the Technical and Policy Committees	<p>After the draft Public Participation Plan has been developed and presented to the Technical and Policy Committees, GVMC will bring it to the public for comment. GVMC staff will notify the public of this opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Email sent to interested citizen/agency list • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP • Newspaper advertisement in English and Spanish (Please see pg. 29 for more information on newspaper ads.) 	<p>At least 1 day before the public comment period begins</p>	<p>45 days; the public comment period will begin after the draft document is presented to the Policy Committee and will end at least one week before the final document is approved by the Policy Committee</p>
2. Public Participation Plan approval	<p>After all comments have been considered and the 45-day public comment period has concluded, the document will be brought to the Policy Committee for approval. The public will have an additional opportunity to comment on the document at the Policy meeting and will be notified of this meeting in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP 	<p>5 days before the scheduled Policy Committee meeting</p>	<p>N/A</p>

Unified Planning Work Program

The Unified Planning Work Program (UPWP) defines federal and state transportation planning requirements and incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the Grand Rapids Metropolitan Area during the fiscal year. The UPWP also 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.

Unified Planning Work Program Development

Milestone	Public Participation Procedure	Public Notification Date (minimum)	Length of Public Comment Period (minimum)
	<i>(For more information on the items listed below, please see the Public Participation Tools and Techniques section on page 26)</i>		
1. Kickoff to UPWP Development	<p>Before the UPWP development process begins, GVMC staff will notify the public in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP 	Between mid-February and mid-March every year	N/A; notification only
2. Adoption of draft document	<p>Once the draft UPWP document is complete, Staff will bring it to the Policy Committees and GVMC board for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of this public comment opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP <p><i>Note: Please see the "Public Comments" section on pg. 10 for information on submitting comments.</i></p>	6 days prior to Policy Committee meeting where approval of the UPWP will be requested	A minimum of 14 days, beginning 7 days prior to the Policy Committee meeting and ending at the Board meeting. The comment period length will vary depending on the amount of time between the meetings.

The UPWP occasionally needs to be amended to include the addition of a new work task or additional funding. Outlined below is the public involvement procedure for UPWP revisions.

Description of UPWP Amendment	Public Participation Procedure
1. Adding a new work task to the UPWP	<ul style="list-style-type: none"> • Web posting • Committee meeting
2. Amending the budget for a UPWP work task	<ul style="list-style-type: none"> • Web posting • Committee meeting

Transportation Improvement Program

The Transportation Improvement Program (TIP) is the list of road, transit and non-motorized projects that communities and agencies plan to implement over a four-year period within GVMC's MPO area. (Please see Appendix D for a map of GVMC's MPO area.) The table below describes the public participation procedure for the development of the TIP document, and the following table describes the public participation procedures for amendments and modifications to the document once it's developed.

Transportation Improvement Program Development

Milestone	Public Participation Procedure <i>(For more information on the items listed below, please see the Public Participation Tools and Techniques section on page 26.)</i>	Public Notification Date (minimum)	Length of Public Comment Period (minimum)
1. Kickoff to TIP Development	<p><i>Before the TIP development process begins, GVMC staff will notify the public in the following ways:</i></p> <ul style="list-style-type: none"> • Notice on website • Email sent to Interested Citizen/Agency List • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP • Press release submitted to GVMC's media contact list and posted online 	7 days prior to the first TIP programming meeting	N/A; notification only
2. Draft project lists, environmental justice, and air quality results (if applicable) completed and available	<p><i>Once draft project lists have been developed, environmental justice has been completed, and an air quality analysis has been performed, GVMC staff will bring these items to the public for comment. A public meeting will also be held. The public will be notified of the meeting <u>and</u> the comment period in the following ways:</i></p> <ul style="list-style-type: none"> • Notice on website 	7 days prior to the public meeting and before the 1 st day of the public comment period	14 days

<p>for public comment</p>	<ul style="list-style-type: none"> • Email sent to Interested Citizen/Agency List and direct mailing sent to environmental justice mailing list • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP • Newspaper advertisement in English and Spanish that notifies the public of the public comment period <u>and</u> the public meeting • Flyer with information on the public comment period <u>and</u> the public meeting distributed to all libraries and jurisdictions within the MPO area (See Appendix E for complete list.) • Press release submitted to GVMC's media contact list and posted online <p><i>Note: Please see the "Public Comments" section on pg. 10 for information on submitting comments.</i></p>		
<p>3. Adoption of draft document</p>	<p><i>Once the draft TIP document is complete, Staff will bring it to the Technical and Policy Committees and GVMC board for approval. Public comment opportunities will be available at all three committee meetings. The public will be notified of this public comment opportunity in the following ways:</i></p> <ul style="list-style-type: none"> • Notice on website • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP <p><i>Note: Please see the "Public Comments" section on pg. 10 for information on submitting comments.</i></p>	<p>6 days prior to Technical Committee meeting</p>	<p>A minimum of 14 days, beginning on the date of the Technical Committee meeting and ending at the Board meeting. The comment period length will vary depending on the amount of time between the meetings.</p>

Transportation Improvement Program Amendments

It is frequently necessary to amend the TIP because of changes to projects within the document. TIP amendments require the review and recommendation of the Technical Committee and approval of the Policy Committee as well as federal approval and are characterized by one of the changes proposed below along with the corresponding public involvement procedure for the TIP amendment. For additional information about the process that is followed for TIP amendments and administrative modifications, please see the matrices in Appendix F.

Description of TIP Amendment	Public Participation Procedure
1. Add new project over \$5 million (including Safety, TAP, and CMAQ projects) in TIP project list	<ul style="list-style-type: none">• Web posting• Committee meeting
2. Delete project	<ul style="list-style-type: none">• Web posting• Committee meeting
3. Federal aid cost increase over 25%	<ul style="list-style-type: none">• Committee meeting
4. Major* scope/design change	<ul style="list-style-type: none">• Committee meeting
5. Move illustrative list project into the TIP (new project)**	<ul style="list-style-type: none">• Committee meeting
6. Change non-Federal aid funded project to Federally funded project	<ul style="list-style-type: none">• Committee meeting
7. New discretionary projects over \$5 million	<ul style="list-style-type: none">• Web posting

Please see the Public Participation Timeline Summary on page 25 for information on the length of the public comment period and prior public notice for TIP amendments.

Notes:

Major = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)*

*** Any project from the TIP Illustrative Project list, which has previously been processed for public involvement with the TIP, is not required to have additional public involvement (Consultation, EJ and EA) prior to completing the TIP amendment process.*

Project specific public involvement is not necessary for TIP administrative modifications or MPO adjustments, which include the following:

- Changes in Federal-aid cost, more than 10% and less than or equal to 25% of the TIP programmed amount
- Minor Federal-aid changes may be allowed if other local projects are not impacted, and will be reflected in the next TIP list of projects (ie-MDOT, ITP, TAP, Bridge, Safety, or other discretionary sources)
- Revisions that cause projects to switch years can be made by MPO staff with Committee notification; however, if financial constraint and/or another agency project are impacted, MPO Committee approval is required (MPO Adjustment).

- Changes in non-federal funding participation; these modifications will be reflected in the next TIP list of projects.
- Minor*** scope changes (not regionally significant as defined); however, project scope changes affecting AQ conformity or other projects will require MPO Committee approval (MPO Adjustment) and may become a TIP amendment (see matrix).
- Changes in funding source within the same funding category (i.e. federal to federal, state to state and local to local; adding, changing or combining job numbers within the project funding limits described herein.
- Corrections to minor listing errors that don't change cost or scope.
- Cost decreases (Federal or non-Federal).
- Changing an existing project to an advance construction project and vice versa.
- Adding lanes or non-motorized, up to 1/2 mile.
- Adding, deleting or changing GPA qualifying projects in most cases will be an Administrative Modification.
- General Program Account (GPA) line items budget changes exceeding 25% will require a Federal TIP Amendment, consistent with the Statewide GPA Policy (see below).

Administrative modifications or MPO adjustments do not require federal approval. GVMC practice is that project changes affecting federal aid and/or other projects require Technical review and recommendation and Policy Committee approval as an MPO adjustment. In addition, MPO staff may approve modifications as noted above. The public will be notified of administrative modifications and MPO adjustments affecting existing projects in the TIP through the MPO committee meetings or the GVMC website.

For more information on how TIP amendments, administrative modifications, and adjustments are handled, please consult our Policies and Practices for Programing Projects document.

Notes:

*Minor*** = May include at staff's discretion: 1) lane extensions up to 1/4 mile, 2) sidewalks & NM, 3) ADA enhancements, 4) signalization and/or signs, 5) utility issues, 6) pavement type, 7) phase changes, 8) additional spaces in park-and-ride lots, 9) other*

General Program Accounts (GPAs)

GVMC uses, where and when possible, General Program Accounts (GPAs) to facilitate a smooth modification/amendment of projects listed in a current TIP. Federal regulation 23 CFR 450.324 (f) states projects that are not considered to be of appropriate scale for individual identification in a given program year may be grouped by function, work type, and/or geographic area using the applicable classifications under 23 CFR 771.117(c) and (d) and/or 40 CFR part 93. Projects proposed for funding under title 23 U.S.C. Chapter 2 that are not regionally significant may be grouped in one line item or identified individually in the Transportation Improvement Program (TIP). In Michigan, these groupings of projects are called General Program Accounts (GPAs). A project consists of all the job numbers and phases for proposed work that are included in the associated environmental documents. Projects that have similar work type activities can be grouped together in a GPA based on that work type activity and included in the state's metropolitan area

TIPs and/or the State Transportation Improvement Program (STIP) for non-metropolitan areas. Trunkline Project lists for each individual GPA are maintained by MDOT and included in the MPO TIP where applicable.

GPA's may be used as a tool to streamline the TIP development processes and minimize the need to amend the TIP. Grouping projects in GPA's is a tool to reduce the record keeping requirements of individually listing minor projects. The line item GPA, while it encompasses several small-scale projects, is treated as one project for the purposes of amendment/MPO adjustment/administrative modifications to the TIP and STIP. This allows for more flexible programming of the TIP and STIP and a reduction in the number of federal amendments.

The following rules will apply to all GPA categories:

1. The project cannot be a new road, capacity expansion, or capacity reduction (road-diet) project.
2. The project cannot be funded with a congressional or state earmark.
3. The project cannot be experimental.
4. Each project must be an environmental Categorical Exclusion (minimal impacts) and air quality neutral.
5. Advance Construct and Advance Construct Conversion phases cannot be listed as a GPA project.
6. Reconstruction projects are not GPA eligible.
7. GPA projects shall cost less than \$5.0 Million

Individual state, local and transit GPA projects are listed in the MPO TIP in a separate tab. The public will be notified of administrative modifications or MPO adjustments affecting GPA qualifying projects in the TIP through the MPO committee meetings, which are open to the public, and/or the GVMC website.

Metropolitan Transportation Plan

The purpose of the Metropolitan Transportation Plan (MTP) is to ensure that transportation investments in GVMC's MPO area enhance the movement of people and freight efficiently, effectively, and safely. (Please see Appendix D for a map of GVMC's MPO area.) The MTP has a 20-year horizon. Outlined below is the public participation procedure for MTP development, and following is a table that addresses the public participation procedure for MTP amendments.

Metropolitan Transportation Plan Development

Milestone	Public Participation Procedure	Public Notification Date	Length of Public Comment Period (minimum)
1. Kickoff to MTP Development	<p><i>Once the MTP development process begins, GVMC staff will engage the public in the following ways:</i></p> <ul style="list-style-type: none"> • Notice and detailed MTP information added to website • Email sent to Interested Citizen/Agency List • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP • Transportation issues survey developed and circulated • Press release submitted to GVMC's media contact list and posted online <p><i>The following tools and techniques may be used on an optional basis:</i></p> <ul style="list-style-type: none"> • Flyer, brochure, or informational card printed and distributed • Visual aids • Radio PSAs 	N/A	N/A; Public involvement will be continuous throughout the MTP development process. Updates will be posted regularly on gvmc.org and given at committee meetings.
2. Pre-Programming Collaboration	<p><i>GVMC staff will invite the public to review and comment on identified modal needs. The public will be notified of this opportunity in the following ways:</i></p> <ul style="list-style-type: none"> • Notice on website • Email sent to Interested Citizen/Agency List • Press release submitted to GVMC's media contact list and posted online <p><i>The following tools and techniques may be used on an optional basis:</i></p>	Up to 7 days prior to the start of the public comment period	14 days

	<ul style="list-style-type: none"> Flyer, brochure, or informational card printed and distributed Visual aids Radio PSAs 		
3. Draft MTP, environmental justice, and air quality results (if applicable) completed and available for public comment	<p><i>Once the draft MTP document, environmental justice, and corresponding air quality analysis are complete, GVMC staff will bring the document to the public for comment. A public meeting will also be held to discuss these items. The public will be notified of the meeting <u>and</u> the comment period in the following ways:</i></p> <ul style="list-style-type: none"> Notice on website Email sent to Interested Citizen/ Agency List and direct mailing sent to environmental justice mailing list Social media post on GVMC's Facebook page and Twitter Social media post shared with the Rapid and LINC UP Newspaper advertisement in English and Spanish that notifies the public of the public comment period <u>and</u> the public meeting Copies of the draft MTP distributed to all libraries and jurisdictions within the MPO area. (See Appendix E for list.) Press release submitted to GVMC's media contact list and posted online <p><i>The following tools and techniques may be used on an optional basis:</i></p> <ul style="list-style-type: none"> Flyer, brochure, or informational card printed and distributed Visual aids Radio PSAs <p><i>At this point, staff will also contact state regulatory agencies (i.e., MDNR and MDEQ) to consult with them on the draft project list and potential impacts on environmentally sensitive areas.</i></p>	7 days prior to the public meeting and before the 1 st day of the public comment period	14 days
4. Adoption of draft document	<p><i>Once the draft MTP document is complete, Staff will bring it to the Technical and Policy Committees and GVMC board for approval. Public comment opportunities will be available at all three committee meetings. The public will be notified of this public comment opportunity in the following ways:</i></p>	6 days prior to the scheduled Tech meeting	A minimum of 14 days, beginning on the date of the Technical

	<ul style="list-style-type: none"> • Notice on website • Social media post on GVMC's Facebook page and Twitter • Social media post shared with the Rapid and LINC UP • Press release submitted to GVMC's media contact list and posted online 		Committee meeting and ending at the Board meeting. The comment period length will vary depending on the amount of time between the meetings.
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Note: For more information about the items in the Public Participation Procedure column, please see "Public Participation Tools and Techniques" section on pg. 26

Metropolitan Transportation Plan Amendments

It is occasionally necessary to amend the MTP because of changes to projects listed within the document. Outlined below is the public involvement procedure for MTP revisions. For additional information about the process that is followed for MTP amendments and administrative modifications, please see the matrix in Appendix F.

Description of MTP Amendment	Public Participation Procedure
<ul style="list-style-type: none"> • Add/delete regionally significant project*, as defined by inter-agency work group (IAWG) and/or air quality (AQ) conformity non-exempt project list 	<ul style="list-style-type: none"> • Tech & Policy Committee meeting • Web posting
<ul style="list-style-type: none"> • Major ** scope/design change for regionally significant project(s) 	<ul style="list-style-type: none"> • Tech & Policy Committee meeting • Web posting
<ul style="list-style-type: none"> • Move regionally significant illustrative list project into the MTP (new project) 	<ul style="list-style-type: none"> • Tech & Policy Committee meeting • Web posting
<ul style="list-style-type: none"> • Change in air quality conformity model year grouping for regionally significant project 	<ul style="list-style-type: none"> • Tech & Policy Committee meeting • Web posting

Note: Please see the Public Participation Timeline Summary on page 25 for information on the length of the public comment period and prior public notice for MTP amendments.

Public involvement is not necessary for MTP administrative modifications, which include the following:

- Additional lanes or non-motorized facilities, up to one mile, or as defined by the IAWG
- Increase in Federal aid cost less than or equal to 25% of the MTP programmed amount
- Decrease in Federal aid project cost
- Change in non-Federal aid project cost
- Change in Federal or non-Federal funding category
- Listing error corrections or other non-regionally significant project changes

- Minor*** scope changes (not regionally significant as defined)
- Update to the first four years of the MTP to correspond to the most current TIP

Notes:

Regionally Significant = Regionally significant project definition from 23 CFR 450.104:*

A transportation project that is on a facility which serves regional transportation needs and would normally be included in the modeling of the metropolitan area's transportation network. A transportation project (other than projects that may be grouped in the TIP and/or STIP or exempt projects as defined in EPA's transportation conformity regulation (40 CFR part 93)) that is on a facility which serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and would normally be included in the modeling of the metropolitan area's transportation network. At a minimum, this includes all principal arterial highways and all fixed guideway transit facilities that offer a significant alternative to regional highway travel.

Additionally for GVMC's purposes a project is considered regionally significant if it involves the following:

- *adding or reducing through road capacity over one mile or adding a newly constructed Federal-aid road, fixed guideway or BRT transit project*
- *substantial multi-jurisdictional non-motorized project, or a major rail or transit infrastructure project*

Roadway and bridge preservation, operational and/or safety (turning lanes, signalization, ITS equipment or services, etc.) projects are not considered Regionally Significant, as long as any new turning lanes are one mile or less in length (or Exempt projects as defined in FHWA-FTA guidance issued on 4-23-2018 and Transportation Conformity Regulations issued in April of 2012 from EPA).

All non-federal aid projects (for regional significance determination) will be considered on a case-by-case basis based on the regionally significant criteria herein by GVMC's Technical and Policy Committee for inclusion into a TIP and MTP.

*Major** = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)*

*Minor*** = May include at staff's discretion: 1) lane extensions up to 1/4 mile, 2) sidewalks & NM, 3) ADA enhancements, 4) signalization and/or signs, 5) utility issues, 6) pavement type, 7) phase changes, 8) additional spaces in park-and-ride lots, 9) other*

Public Participation Timeline Summary

Draft Document/Plan Review	Prior Notice to Public (minimum)	Length of Public Comment Period (minimum)
Metropolitan Transportation Plan (MTP)	At least 1 day before the public comment period begins	14 days
Transportation Improvement Program (TIP)	At least 1 day before the public comment period begins	14 days
Public Participation Plan	At least 1 day before the public comment period begins	45 days
Unified Planning Work Program	At least 1 day before the public comment period begins	14 days

Plan (Amendments)	Prior Notice to Public (minimum)	Length of Public Comment Period (minimum)
Metropolitan Transportation Plan (MTP)	6 days	6 days
Transportation Improvement Plan (TIP)	6 days	6 days
Unified Planning Work Program	6 days	6 days

Other	Prior Notice to Public (minimum)	Length of Public Comment Period
Congestion Management Plan (CMP)	The CMP goes through public involvement when the MTP is developed; a separate public involvement process is not necessary.	
Major Corridor Studies	6 days	6 days
Major Transportation Investment Studies	6 days	6 days
Non-Motorized Plan	The Non-Motorized Plan goes through public involvement when the MTP is developed; a separate public involvement process is not necessary.	
Public Meetings	7 days	7 days

Public Participation Tools and Techniques

The MPO strives to create a Public Participation Process that encourages early and continuous involvement of citizens, jurisdictions, communities and others interested in the planning process and the decisions and actions of the GVMC Transportation Committees. GVMC will use a variety of tools and techniques to encourage communication with the public in order to achieve this goal. These tools and techniques are described below, along with their primary objectives.

Primary Public Participation Tools and Techniques

The tools and techniques outlined below are the ones that GVMC staff believes are the most effective for engaging the public at the present time and will be utilized most frequently during the public participation process.

Comment Forms

During every public comment period, staff ensures that comment forms are available to the public in a variety of ways. These comment forms include a large area for writing comments on a specific project as well as the name and contact information from the respondent. If the respondent chooses, they can also sign up to be added to GVMC's Interested Citizen/Agency Mailing List by checking a box on the form. (See "Public Comments" section on pg. 10 for more information on submitting comments.)

Primary Objectives—Recording the views and opinions of the public during the TIP and MTP development process and signing up for the Interested Citizen/Agency List.

Committee Meetings

The MPO has two standing Committees: the Technical Committee and the Policy Committee. The agendas for both Committee meetings are posted online and on GVMC's office window at least five days before the scheduled meeting, and both meetings include an opportunity for the public to comment on the items listed on the agenda. Since issues frequently pass from the Technical Committee to the Policy Committee, there will often be two opportunities to comment on issues. The Technical and Policy Committees also include non-voting representatives from the Grand Rapids Chamber of Commerce and a local environmental advocacy group. The GVMC Board meeting agendas also always include an opportunity for public comment, and this meeting is televised on a local governmental access channel.

The Technical Committee, Policy Committee, and GVMC Board meeting schedule is as follows:

Technical Committee—1st Wednesday of the month at 9:30 a.m. at the Kent County Road Commission Offices, 1500 Scribner NW, Grand Rapids, MI 49504

Policy Committee—3rd Wednesday of the month at 9:30 a.m. at the Kent County Road Commission Offices, 1500 Scribner NW, Grand Rapids, MI 49504

Grand Valley Metropolitan Council Board—1st Thursday of the month at 8:30 a.m. at the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Ave. NW, Grand Rapids, MI 49503 (*Please note meeting is also televised.*)

A complete schedule of MPO meetings is posted on GVMC's website. Meeting times and locations occasionally change, so it is important to call or view the meeting agendas from the website before attending.

Primary Objectives – Allowing an in-person opportunity for the public to comment on TIP or MTP amendments, the documents themselves, or anything else on the meeting agenda.

Databases

GVMC staff maintains a master database for the organization as a whole, which includes committee membership lists, local government contacts, elected officials, as well as the Interested Citizen/Agency List, a composite of citizens or businesses that have a working relationship with GVMC or are interested in the transportation planning process.

Primary Objectives – Keeping the organization's contacts organized and up-to-date and maintaining accurate records of committee membership.

Direct Mailings

The MPO may decide to use a direct mailing to reach a targeted group of individuals to inform them about an upcoming meeting, a public involvement opportunity, a construction project in their area, or another issue of interest to them. Mailings will generally be postcards, but may also be letters or flyers.

Primary Objectives—Reaching the public as part of the environmental justice (EJ) process, sending information to the Interested Citizen/Agency List members who do not have email access, and whenever else a targeted group of individuals needs to be reached.

Document Copies

Hard copies of all of GVMC's work products, including the MTP, the TIP, the CMP, the UPWP, the PPP, and the Non-Motorized Plan, are available at GVMC's office. Draft copies of the MTP are also distributed to all libraries and jurisdictions/members within the MPO area before the document is approved. (Please see Appendix E for the complete list of libraries and jurisdictions in the MPO area.)

Primary Objectives—Providing those who don't have access to a computer or who lack the technical skills to find the information online the opportunity to view important MPO work products.

Flyers

Flyers are developed in order to advertise public meetings, public comment opportunities, or other important events. They may include information such as the time, date, and location of a public meeting; contact information; instructions on commenting on draft documents or project lists; and deadlines for commenting. To view the list of locations that may post flyers, please see the "List of Libraries and



Flyers advertising a public meeting

Jurisdictions in the MPO Area” listed in Appendix E.

Primary Objectives—Advertising public meetings, public comment opportunities, and other important events.

Interested Citizen/Agency List

This list is a composite of private citizens who have asked to receive transportation-related information, as well as a variety of agencies (including businesses and governmental entities) that have expressed an interest in or are impacted by transportation issues, such as the following:

- Members of the Technical and Policy Committees
- Traffic agencies
- Private providers of transportation services
- Ridesharing agencies
- Parking agencies
- Transportation safety agencies
- Traffic enforcement agencies
- Commuter rail operators
- Airport and port authorities
- Freight companies
- Railroad companies
- Environmental organizations
- Neighborhood associations
- Interested citizens
- Organizations representing the interests of:
 - The elderly
 - Minorities
 - Transportation agency employees
 - Users of various modes of transportation
 - People with disabilities
 - Economically disadvantaged
 - Ethnic/Cultural groups
 - Native American tribes
 - Others underserved by the transportation system

Individuals and agencies can sign up to be included on this list by checking a box on a **comment form (either the electronic version or a hard copy form)** or by contacting GVMC by phone, email, fax, or mail, and asking to be included on the list.

Primary Objectives—Providing this group information about upcoming public meetings, public comment periods, and other public involvement opportunities through direct mailings.

MPO Newsletter

The MPO develops a quarterly newsletter that is distributed electronically to our Interested Citizen/Agency list and posted on the “Latest Developments” section on our website. The newsletter includes information about major departmental accomplishments, initiatives, legislative and other relevant news, public comment opportunities and upcoming events, as well as a list of

member agencies and a staff directory with contact information for GVMC Transportation Department staff.

Primary Objectives – Educating the public about the work of the GVMC Transportation Department, the latest transportation-related news, and opportunities to get involved in the transportation planning process.

Newspaper Ads

The MPO uses newspaper ads on a case-by-case basis to alert the public to upcoming public involvement opportunities. These ads may appear in the following papers:

- The Advance, a free newspaper that is delivered weekly to homes within Kent and Ottawa County, as well as its affiliate papers—the Cadence and the Penasee Globe
- The Grand Rapids Press, a for-purchase paper published twice a week
- El Vocero, a free paper geared toward the local Hispanic community
- GVMC may also choose to advertise with MLive, which includes print and online advertisements on mlive.com

Primary Objectives – Notifying the public about upcoming public meetings or other opportunities for public involvement.

Organizational Logos

The MPO has two logos—one for GVMC and one for the West Michigan Clean Air Coalition (WMCAC). The MPO logo appears on all official correspondence, including direct mailings, and on all published advertisements, including newspaper ads and flyers. The West Michigan Clean Air Coalition (WMCAC) logo appears on all official correspondence and on all promotional items for the Clean Air Action program.

Primary Objectives – Maintaining uniformity of the MPO’s publications, making its products and correspondence official, and helping the public to identify plans, promotional items, and advertisements of the MPO.

Press Releases

Press releases are generally used on a case-by-case basis and sent to GVMC’s media list, which includes TV, news, press, and radio representatives, and are used to alert the media of noteworthy news items from the MPO and its committees.

Primary Objectives—Informing the public about major initiatives, program changes, or other important news; or alerting the media about the MTP kickoff and pre-programming collaboration.

Public Meetings

Public meetings are generally informal gatherings that give the public a chance to interact with staff and discuss questions or concerns about projects, plans, etc. that are of interest or importance to them. These meetings may include a short staff presentation as well as a variety of visuals, such as maps, brochures, or other important materials, for the public’s convenience. The public is also encouraged to fill out a comment form at the meeting. Records of public meeting attendance and Title VI information are kept on file and included in the appendices of the TIP and MTP.

Primary Objectives – Encouraging public participation during the development of the TIP and MTP and allowing the public an opportunity to meet with staff.



Photograph from April 9, 2013, public meeting regarding GVMC's FY2014-2017 TIP.

Social Media

GVMC is on Facebook and Twitter and uses both venues to promote organizational activities. GVMC staff also plan to attempt to live stream public meetings during the TIP and MTP development process on Facebook.

Primary Objectives – Notifying the public about Clean Air Action Days (Facebook only), collaboration opportunities, major public events, or opportunities for the public to get involved in the transportation planning process.

Surveys

Surveys may be conducted on an as-needed basis during the development of the MTP to gain insight into important issues within the area. Individuals can contact staff by mail, email, fax, phone, through gvmc.org, or stop by GVMC's office in person to receive a copy of the survey.

Primary Objectives— Gauging the public's interest in investment priorities.

Videos

GVMC staff plans to develop a series of short YouTube videos to help inform the public about the TIP, the MTP, performance measures, what we do as an agency, and other topics as necessary. These videos will be posted online for easy viewing access.

Primary Objectives—Educate the public about the transportation planning process within our MPO area.

Visual Aids

As part of Objective 1, attempts will be made to use visualization techniques to describe Metropolitan Transportation Plans (MTPs) and Transportation Improvement Programs (TIPs). These may include the following formats: project location maps, story maps, ArcGIS online interactive maps, photographs, narrative project descriptions, charts, illustrations, graphics, diagrams, and sketches. Staff continues to monitor and investigate developing technologies to improve the MPO's visualization process.

Primary Objectives – Engaging the public during public meetings and helping to increase their understanding of projects, project locations, etc.

Website

GVMC's website is an inclusive resource for transportation planning information. The website includes basic information such as meeting schedules, committee membership, and contact information, as well as work products, such as the Transportation Improvement Program (TIP), the Metropolitan Transportation Program (MTP), and the Unified Planning Work Program (UPWP). Information about additional transportation programs and activities is also available. The public can comment on any of our documents or activities at any time by clicking on the "submit a comment" button located on every transportation webpage and filling out the comment form. (See Appendix C for an example.) The site is maintained by a webmaster, consistently reviewed for accuracy, and new information is added to it continuously. GVMC's website can be found at gvmc.org.

Primary Objectives – Alerting the public to the latest developments in the TIP or MTP development process, as well as TIP or MTP amendments and public comment opportunities, facilitating the submission of public comments during public comment periods, or providing updates about other plans, programs, opportunities, or transportation developments.

Optional Public Participation Tools and Techniques

The MPO primarily relies on the tools and techniques above for reaching the public, but occasionally, the MPO may decide to employ additional tools and techniques to augment its public involvement process in order to increase the public's participation in transportation planning. This may occur because a primary tool or technique is determined to no longer be effective during the PPP review process, because the primary tools and techniques need to be enhanced with additional activities in order to better engage the public, because an optional public participation tool or technique becomes more popular with the public, or because staff determines it is necessary to use an optional tool or technique for another reason altogether. Examples of optional tools and techniques are outlined on the following pages.

Events

GVMC may choose to staff a booth at a community event in order to interact with the public, solicit public comment, or increase participation in a survey. For example, when conducting surveys, staff may also choose to visit farmers markets or purchase a table at a movie theater to increase their engagement time with the public.

Primary Objectives—Increasing face-to-face interaction with the public, increasing survey response rates, or soliciting public comment.

Radio Ads

GVMC may occasionally purchase radio air time for public service announcements (PSAs) in order to announce public meetings for the Metropolitan Transportation Plan (MTP) or to inform the public about other important opportunities for participation. The radio ads are generally targeted to reach lower income and ethnic minority populations—a demographic that has been underserved in the transportation planning process in the past—through the station that staff selects to air the commercial. (Radio companies can provide demographic information about the listeners of their

stations before an advertising contract is signed. Therefore, staff can ensure that the station selected will reach the intended group of listeners.)

Primary Objectives—Advertising times, dates, and locations of public meetings or other significant public involvement opportunities.

Staff Presentations

Staff will make presentations to requesting organizations about transportation issues and activities as needed. GVMC will publish and distribute an outline of how the transportation planning process works, listing relevant committees and governmental bodies. Staff will proactively identify community-based, transportation-related collaboratives and consortia in the impacted area, learn their resources and roles in communicating with the community around transportation issues, and regularly meet with them to provide pertinent GVMC information to their constituencies and impact areas.

Primary Objectives – Informing the public about the transportation process or other transportation issues or initiatives as they arise.

Other Media

Staff will continue to monitor its public participation procedures and modify its public participation process to include the addition of new, innovative tools and techniques when possible. These may include providing information to publishers of local newsletters (cities, Neighborhood Associations), facilitating small group meetings or subject/project specific workshops, developing email announcements, or establishing a Citizen Advisory Committee.

Primary Objectives—Enhancing the current public participation procedure.

Appendix A: Guide to Evaluating the GVMC Public Participation Plan

Introduction

GVMC continually strives to improve its public involvement and participation process. To this end, GVMC staff has developed the Public Participation Plan (PPP), which is a guideline for public participation activities conducted by the Grand Valley Metro Council. The PPP contains the goals, objectives, and policies of the MPO for actively engaging the public.

The Federal Highway Administration, Federal Transit Administration, and the Michigan Department of Transportation require the MPO to continuously evaluate the effectiveness of public involvement activities. Therefore, GVMC staff reviews and updates the PPP prior to the start of the Metropolitan Transportation Plan (MTP) development process and before the development of the Transportation Improvement Program (TIP) if needed. By monitoring public participation practices, it is possible to assure that public participation tools and techniques remain effective. If certain tools or techniques are determined to be ineffective during the review process, it is possible to improve them, discontinue their use, or replace them with new activities. This guide outlines the steps to be taken to evaluate the public involvement tools and techniques described in the PPP, identifies performance measures to quantify success rates, suggests strategies to improve the MPO's public participation process, and provides an avenue through which GVMC can evaluate its public involvement goals and objectives. This guide, along with the PPP itself, is a "living document" that will be consistently reviewed to ensure that appropriate changes are being implemented by the MPO.

Evaluation Methods and Performance Goals

In order to determine the effectiveness of public involvement tools and techniques, they must be evaluated and compared to established performance goals. The two typical methods for evaluating the effectiveness of public involvement tools are surveys and quantitative statistical analysis.

Surveys typically consist of short, specific questions regarding public involvement tools. They may be conducted in person, by phone, mail, email, or on the internet. Surveys conducted in person are considered highly effective and generally have the best response rates. Mail, email, or online surveys are useful for providing a written record of respondents' answers. Each surveying method has strengths and weakness, and the survey format affects the type of results and types of people responding. In addition to these surveys, we also encourage you to submit comments at any time about the public participation processes listed in this document. Comments can be submitted to GVMC Staff by mail, email, fax, or phone. Please see page 2 for contact information for GVMC staff.

Statistics can be a great indicator of whether or not tools used for public involvement are reaching their intended audience and which tools have the strongest response rate. For example, the number of people attending a meeting can be compared to the number of people notified of the meeting. This type of evaluation can indicate the effectiveness of any particular involvement strategy.

The following table briefly describes the evaluation methods that GVMC may use to evaluate each of the public participation tools that GVMC currently uses during the PPP review, which will occur after the MTP and TIP development processes have concluded. For each public participation tool, performance goals and methods for meeting those goals are suggested. Below the tools and techniques that are currently employed is a list of public participation tools that GVMC may use occasionally or may substitute as necessary to replace or augment a currently used tool or technique.

Public Participation Tool Evaluation Table

Public Participation Tools	Evaluation Criteria	Suggested Performance Goal(s)	Methods to Meet Goal(s)
Comment Forms	Calls, emails, etc.; Number of responses	20% of meeting attendees filled out a form -OR- 1% of the annual website visitors emailed a comment	Encourage responses by explaining the importance of receiving comments
Direct Mailings (Environmental Justice)	Calls, emails, etc.; Number of persons reached	Minimum of 15% of meeting attendees/survey respondents indicated that they received the mailing	Use the most up-to-date geographic address data available to direct EJ mailings to property owners/renters adjacent to proposed project locations
Document Copies	Number of signatures on the document sign-out sheet	A minimum of one signature per sign-out sheet at every location where a document copy is left for review.	Work with GVMC members and jurisdictions within the MPO area to inform them about the document and to advertise that it's available for review.
Email Announcements	Calls, emails, etc.; Number of persons reached	Minimum of 5% of meeting attendees/survey respondents indicated that they saw the email announcement	Increase email list by advertising the availability of email announcements using other public participation tools
Interested Citizens/Agencies Mailing List	Number of names on the list	New interested citizens added every year	Work with partner agencies to increase awareness of GVMC and the availability of this list
MPO Newsletter/Email Newsletter	Calls, emails, etc.; Number of returns	N/A; return rate is addressed under Interested Citizens/Agencies List	Continue items that receive favorable comments and correct or improve items that receive negative comments; Work with member agencies to promote the newsletter
Newspaper Advertisements	Calls, emails, etc.; Number of persons the publication reached	Minimum of 10% of meeting attendees/survey respondents indicated that they saw the ad; ad formats may be modified based on feedback received	Improve the size, layout, or placement of the ad to increase visibility
Organizational Logo	Calls, emails, etc.	Recognition of the logo	The GVMC logo should be used on all MPO products and publications and on materials for all MPO sponsored activities
Press Releases	Calls, emails, etc.	No standard; format may be modified based on feedback received	Encourage publication of press releases by keeping the media informed
Public Meetings	Calls, emails, etc.; attendance	Level of attendance	Schedule meetings at convenient times and locations; use other public participation tools to increase awareness of hearings

Social Media (Facebook, Twitter, etc.)	Calls, emails, etc.; Number of "friends" or "followers"	N/A; participants select GVMC themselves	Provide information, announcements, access to surveys, and meeting information; maintain and monitor account weekly
Surveys	Calls, emails, etc.; Number of responses	25% of contact persons participated in the survey – OR- 20% of mail recipients returned the survey	Encourage responses by explaining the importance of receiving feedback; offer incentives for returning surveys
GVMC Website	Number of hits	Minimum of 50 hits/month, 5% increase in hits/year	Provide all plans and documents on the website for public review; use other public participation tools to advertise the website

Optional Public Participation Tools	Evaluation Criteria	Suggested Performance Goal(s)	Methods to Meet Goal(s)
Other Newsletters (Cities, Homeowners Associations, etc.)	Calls, emails, etc.; Number of persons reached	Minimum of 5% of meeting attendees/survey respondents were reached	Provide information to publishers of these newsletters in a timely fashion; investigate all possible newsletters that may reach an affected area
Small Group Meetings	Calls, emails, etc.; Met the expectations of the group	N/A; these meetings are held at the request of the affected groups or interested parties	MPO staff should be available in a timely manner to hold small group meetings regarding any MPO activity or issue; the meeting should be formatted to provide specific information requested by the group and should highlight issues that are of interest to the group
Subject Specific Workshops/ Project Specific Workshops	Calls, emails, etc.; attendance	Minimum attendance as it relates to workshop cost achieved	Schedule at convenient times and locations; hold multiple workshops when possible; use other participation tools to advertise, increase awareness

Improvement Strategies

The Grand Valley Metro Council continues to strive for improved public participation in the transportation planning process. With review and evaluation, GVMC hopes to refine public participation strategy improvements to increase public awareness and to improve the quality and quantity of information provided to the public. Contributions and input from the citizens of Kent and eastern Ottawa Counties are crucial for responsible planning decisions, and therefore it is critical for GVMC to seek the most effective public input methodologies.

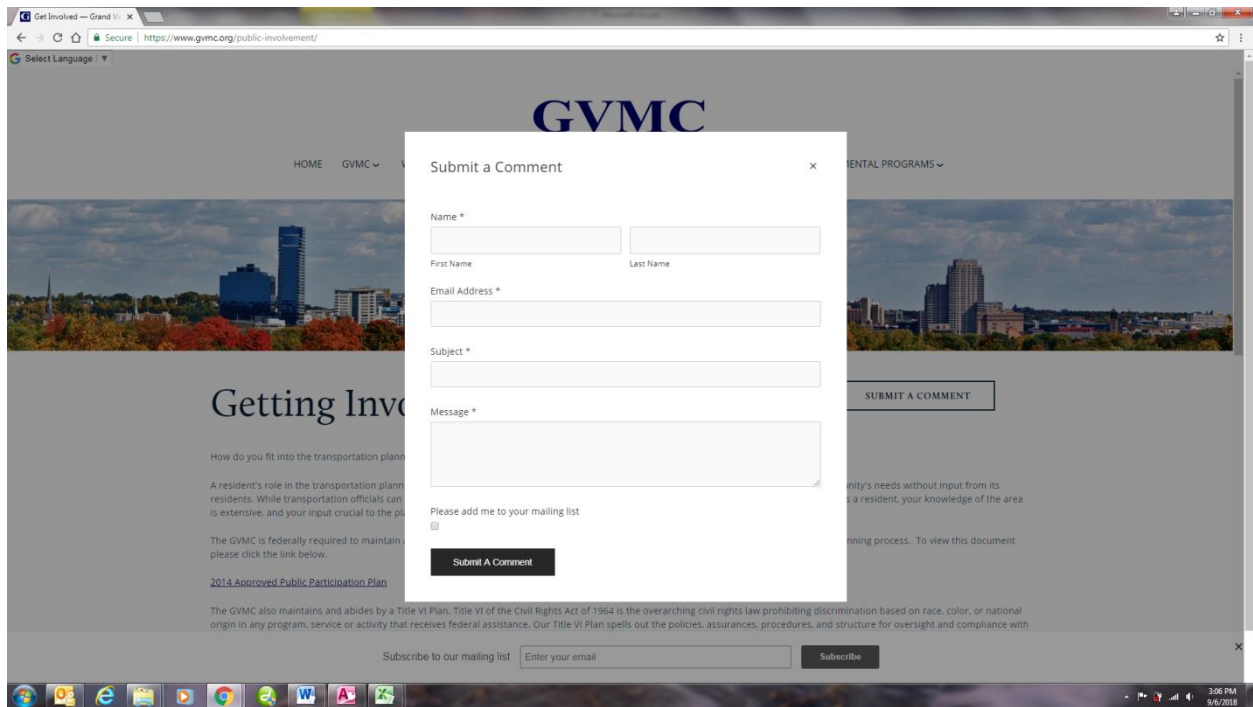
GVMC

Blank lined paper with a faint, large, light gray watermark reading "AF" diagonally across the page.

1. Would you like to be added to our mailing list?
- ☐ Yes
- ☐ No

Grand Valley Metro Council
678 Front Ave N.W. Suite 200 Grand Rapids, MI 49504
Phone: 776-3876 Fax: 774-9292

Appendix C: Submit a Comment Form on Website



The screenshot displays the GVMC website with a 'Submit a Comment' form overlaid. The form includes fields for Name (First and Last), Email Address, Subject, and Message. A checkbox for 'Please add me to your mailing list' is present, along with a 'Submit A Comment' button. The background shows the GVMC logo and a cityscape image.

Submit a Comment

Name *

First Name Last Name

Email Address *

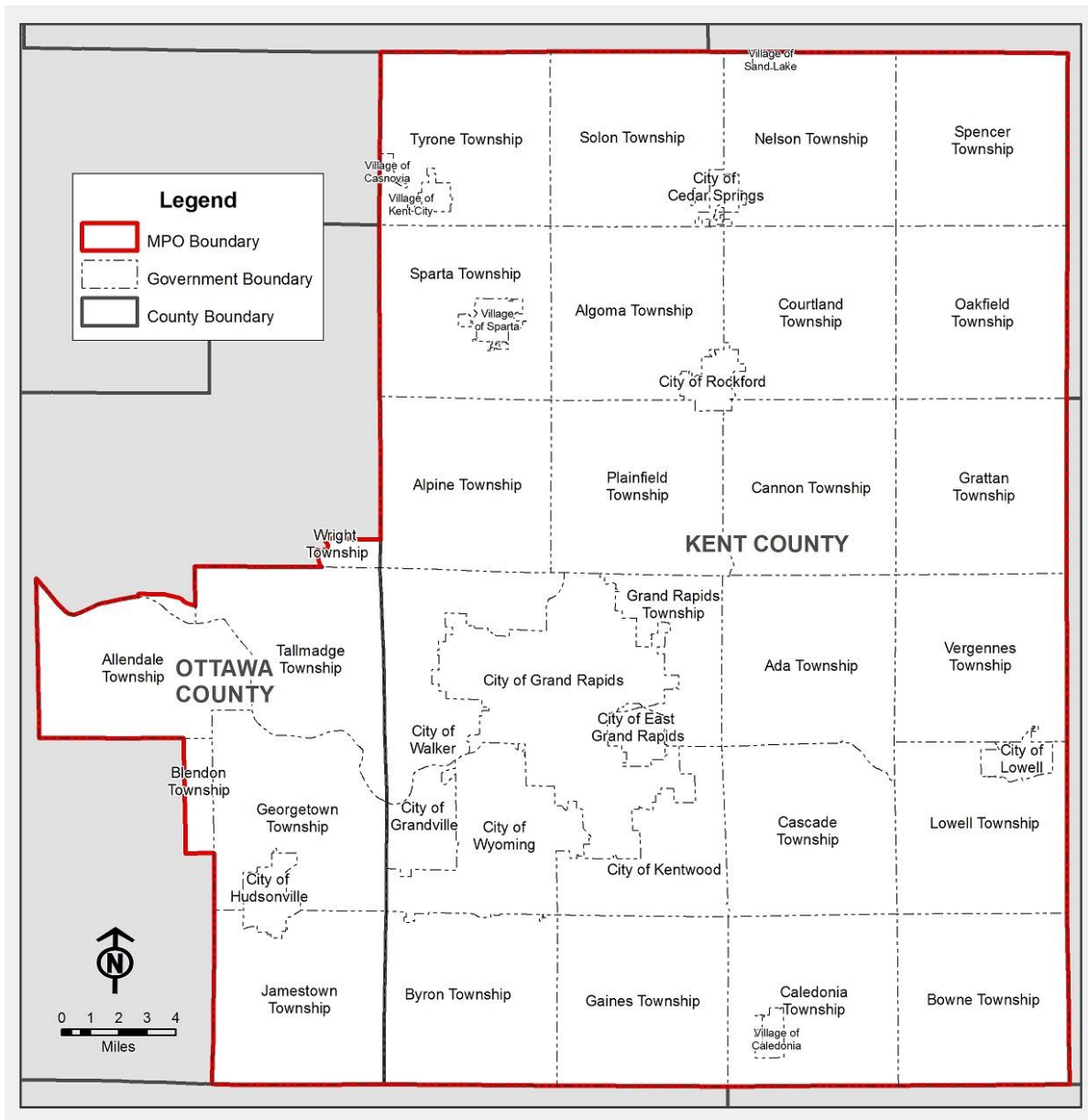
Subject *

Message *

☐ Please add me to your mailing list

Submit A Comment

Appendix D: Map of GVMC's MPO Area



Appendix E: List of Libraries and Jurisdictions within the MPO Area

Ada Township	Kent District Library-Byron Township Branch
Algoma Township	Kent District Library-Caledonia Twp. Branch
Allendale Township	Kent District Library-Cascade Township Branch
Alpine Township	Kent District Library-Comstock Park Branch
Bowne Township	Kent District Library-East Grand Rapids Branch
Byron Township	Kent District Library-Englehardt Branch
Caledonia Charter Township	Kent District Library-Gaines Township Branch
Cannon Township	Kent District Library-Grandville Branch
Cascade Charter Township	Kent District Library-Kentwood Branch
City of Cedar Springs	Kent District Library-Krause Memorial Branch
City of East Grand Rapids	Kent District Library-Plainfield Township Branch
City of Grand Rapids	Kent District Library-Sand Lake/Nelson Twp. Branch
City of Grandville	Kent District Library-Spencer Township Branch
City of Hudsonville	Kent District Library-Tyrone Township Branch
City of Kentwood	Kent District Library-Walker Branch
City of Lowell	Kent District Library-Wyoming Branch
City of Rockford	Lakeland Library Cooperative: Allendale Twp Library
City of Walker	Lakeland Library Cooperative: Cedar Springs Public Library
City of Wyoming	Lakeland Library Cooperative: Gary Byker Memorial Library
Courtland Township	Lakeland Library Cooperative: Georgetown Twp Library
Gaines Charter Township	Lakeland Library Cooperative: Patmos Library
Georgetown Township	Lakeland Library Cooperative: Sparta Branch
Gerald R. Ford International Airport	Lowell Charter Township
Grand Rapids Charter Township	MDOT
Grand Rapids Public Library (Main)	MDOT-GR TSC
Grand Rapids Public Library: Madison Square Branch	Nelson Township
Grand Rapids Public Library: Ottawa Hills Branch	Oakfield Township
Grand Rapids Public Library: Seymour Branch	Ottawa County Road Commission
Grand Rapids Public Library: Van Belkum Branch	Plainfield Charter Township
Grand Rapids Public Library: West Leonard Branch	Solon Township
Grand Rapids Public Library: West Side Branch	Sparta Township
Grand Rapids Public Library: Yankee Clipper Branch	Spencer Township
Grattan Township	Tallmadge Township
Hope Network	Tyrone Township
ITP-The Rapid	Vergennes Township
Jamestown Township	Village of Caledonia
Kent County Road Commission	Village of Casnovia
Kent District Library Service Center	Village of Kent City
Kent District Library-Alpine Township Branch	Village of Sand Lake
Kent District Library-Alto Branch	Village of Sparta

Appendix F: Matrix

TIP Revisions		Staff Recommendation	Committee Chair Approval	Technical Committee Review & Recommend	Policy Committee Approval	MDOT/HHWA/FTA Approval	Public Participation Procedure
TIP Amendment	Add New Project over \$5.0 Million (including Safety, TAP, and CMAQ projects) in TIP Project List	X	X (Option)	X	X	X	Committee meeting, Web posting
• Financial constraint must be maintained at all times.	Delete Project	X	X (Option)	X	X	X	Committee meeting, Web posting
	Federal-aid cost increase over 25%	X	X (Option)	X	X	X	Committee meeting
• Any new project or major scope/design change shall be consistent with the MTP.	Major* scope/design change	X	X (Option)	X	X	X	Committee meeting
	Move Illustrative List Project into the TIP (new project)***	X	X (Option)	X	X	X	Committee meeting
• GPA line items budget changes exceeding 25%.	Change non-federal aid funded project to federally funded project	X	X (Option)	X	X	X	Committee meeting
	New Discretionary Projects Over \$5 million	X	X (Option)			X	Web posting
• Generally refers to line item projects in TIP Project List (over \$5.0 million)							
TIP Admin. Mod/Adjustment	Additional lanes or non-motorized, up to one mile	X	X (Option)	X	X		Committee meeting
	Adding, deleting or changing project within existing GPA category and budgets as defined (under \$5.0 Million)	X					At next Committee meeting
• Financial constraint must be maintained at all times.	Increase in Federal aid cost more than 10% and less than or equal to 25%	X	X (Option)	X	X		Committee meeting
	Increase in Federal aid cost up to 10% (per LAP Policy)	X					Not required
• Changes to existing projects.	Decrease in Federal aid project cost	X					Not required
	Change in Federal funding category (applies to MDOT only)	X					Not required
	Change in Federal-aid funding level or TIP year not affecting other projects (eg. MDOT, ITP, TAP, Bridge, Safety, HPP (earmarks), or other discretionary sources)	X					Not required
	Adding or changing job numbers within approved funding and scope limits	X					Not required
	Changing an advance construction project to Federal-aid	X	X (Option)	X	X		Not required
	Changing a Federal-aid project to advance construction	X	X (Option)	X	X		Not required
	Change of project year within the 4-year TIP	X	X (Option)	X	X		Not required
	Listing error corrections	X					Not required
	Minor** scope changes (not regionally significant as defined)	X					Not required
Notes:							
• Financial constraint must be maintained at all times.							
• Any new project or major scope change shall be consistent with the MTP.							
• Regionally significant for air quality = Adding or reducing through capacity over 1 mile; adding new Federal aid road, fixed guideway or BRT transit project, substantial multi-jurisdictional non-motorized, or major rail or transit infrastructure.							
• Major* = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)							
• Minor** = May include at staff's discretion: 1) lane extensions up to 1/4 mile, 2) sidewalks & NM, 3) ADA enhancements, 4) signalization and/or signs, 5) utility issues, 6) pavement type, 7) phase changes, 8) additional spaces in park-and-ride lots, 9) other							
• *** Any project from the TIP Illustrative Project list, which has previously been processed for public involvement with the TIP, is not required to have additional public involvement (Consultation, EJ and EA) prior to completing the TIP amendment process.							

MTP Revisions

		Staff Recommendation	Committee Chair Approval	Technical Committee Review & Recommendation	Policy Committee Approval	MDOT/HWA/FTA Approval	Public Participation Procedure
MTP Amendment	Add/Delete Regionally Significant Project (defined by IAWG, AQ non-exempt project)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Major* scope/design change for regionally significant project(s)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Move Regionally Significant Illustrative List Project into the MTP (new project)	X	X (Option)	X	X	X	Committee meeting, Web posting
	Change in air quality conformity model year grouping for regionally significant project	X	X (Option)	X	X	X	Committee meeting, Web posting
MTP Administrative Modification	Additional lanes or non-motorized facilities, up to one mile	X	X (Option)	X	X		Not required
• Financial constraint must be maintained at all times.	Increase in Federal aid cost up to 25%	X	X (Option)	X	X		Not required
	Decrease in Federal aid project cost	X					Not required
• Changes to existing projects.	Change in Non-Federal aid project cost	X					Not required
• MTP modifications will be made during the next MTP amendment or plan update.	Change in Federal or Non-Federal funding category	X					Not required
	Listing error corrections or other non-regionally significant project changes	X					Not required
	Minor** scope changes (not regionally significant as defined)	X					Not required
	Update to the first four years of the MTP to correspond to the most current TIP	X					Not required
Notes:							
• Financial constraint must be maintained at all times.							
• Any new project or major scope change shall be consistent with the MTP.							
• Regionally significant for air quality = Adding or reducing through capacity over 1 mile; adding new Federal aid road, fixed guideway or BRT transit project, substantial multi-jurisdictional non-motorized, or major rail or transit infrastructure.							
• Major* = 1) change in lane configuration, 2) change affecting road capacity, 3) change affecting air quality (regionally significant)							
• Minor** = May include at staff's discretion: 1) lane extensions up to 1/4 mile, 2) sidewalks & NM, 3) ADA enhancements, 4) signalization and/or signs, 5) utility issues, 6) pavement type, 7) phase changes, 8) additional spaces in park-and-ride lots, 9) other							
• *** Any project from the TIP Illustrative Project list, which has previously been processed for public involvement with the TIP, is not required to have additional public involvement (Consultation, EJ and EA) prior to completing the TIP amendment process.							

Appendix G: Comments Received

DRAFT

Appendix H: Public Participation Summary Report

DRAFT

MAP-21

Performance Measures: System Performance

Brad Sharlow

Michigan Department of Transportation
Statewide and Urban Travel Analysis Section
September 05, 2018



What is Performance Measurement?

- The use of statistical evidence to determine progress toward a specific objective, including;
 - Setting goals & standards
 - Detecting & correcting problems
 - Managing & improving processes, and
 - Documenting accomplishments



Congestion vs. Reliability

- Congestion – occurs when there are too many vehicles at the same place at the same time (demand exceeds supply)
 - An increase in congestion usually results in a decrease in “quality” of the driving experience
 - An increase in congestion relates to an increase in the “use of the system”
 - Usually occurs during the “peak” periods of the day
 - Most travelers are accustomed to everyday congestion – *they can plan for it*
- Travel Time Reliability – relates to the consistency or dependability in travel time
 - Measured from day to day, or across differing times of the day
 - *Unreliable* travel times usually occur during the “peak” periods of the day
 - Most travelers are less tolerant of “unexpected” delays – *they can't plan for it*

FHWA-HOP-06-070; Travel Time Reliability – Making it there on time, all the time



MAP-21 Performance Measurement

➤ **National Performance Goals**

- PM 1 – Safety Measures
- PM 2 – Pavement & Bridge Conditions
- **PM 3 – System Performance**
 - **NHS**
 - **Freight**
 - CMAQ

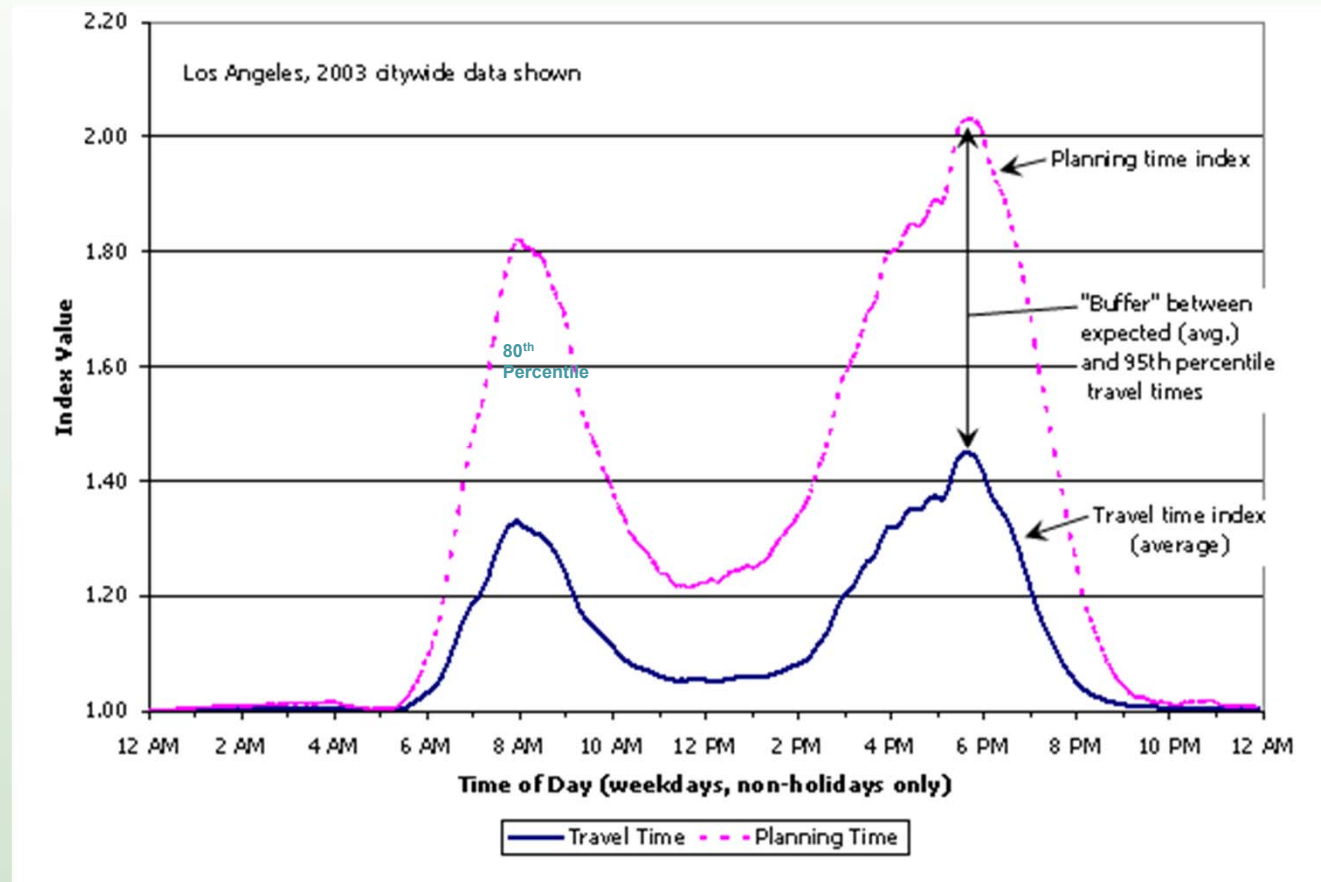
System Performance Terminology

- Percentile travel times (80th, 95th)
 - 80th – on time 16 out of 20 weekdays per month
 - 95th – on time 19 out of 20 weekdays per month
- Travel time index (TTI)
 - The ratio of the congested travel time to the time it takes to make the same trip at free-flow speeds (light traffic conditions)
 - *Increases as congestion gets worse*
- Buffer index (BI)
 - Represents the extra time that travelers must *add to their average travel time* to ensure on-time arrival
 - *Increases as reliability gets worse*
- Planning time index (PTI)
 - Represents how much *total time* a traveler should allow to ensure on-time arrival
 - Ratio of 95th percentile travel time to the free flow travel time

FHWA-HOP-06-070; Travel Time Reliability – Making it there on time, all the time



Travel Time Distribution



FHWA-HOP-06-070; Figure 3. Reliability measures compared to average congestion measures

System Performance Measures

- Performance on the NHS – Level of Travel Time Reliability (LOTTR)
 - *Interstate* travel time reliability measure
 - Percent of “person-miles” traveled that are reliable
 - *Non-interstate* travel time reliability measure
 - Percent of “person-miles” traveled that are reliable
 - Corresponds to 80th and 50th percentile travel times
- Freight Movement on the NHS
 - Freight reliability measure
 - Truck travel time reliability index (TTTR index)
 - Corresponds to 95th and 50th percentile travel times

Reliability - Summary

Level of Travel Time Reliability (LOTTR)	Truck Travel Time Reliability (TTTR)
<ul style="list-style-type: none">• 2- and 4-Year Targets• Interstate and Non-Interstate NHS• Four (4) Time Periods• Fifteen (15) Minute Travel Intervals• Reference Travel Time: 80th Percentile• Normal Travel Time: 50th Percentile• Threshold: Reliability is <1.50• Factors Applied: Vehicle volumes (HPMS) and Vehicle Occupancy Factor (provided by FHWA)	<ul style="list-style-type: none">• 2- and 4-Year Targets• Interstate• Five (5) Time Periods• Fifteen (15) Minute Travel Intervals• Reference Travel Time: 95th Percentile• Normal Travel Time: 50th Percentile• Threshold: None• Factors Applied: No additional factors are applied

Transportation Performance Management Newsletter – Brad Sharlow

Reliability - Recommended Targets

Measure	Baseline from Jan 2017 to Apr 2018 (Source: NPMRDS – RITIS)	Recommended 2-Year Target(s) CYE 12/31/2019	Recommended 4-Year Target(s) CYE 12/31/2021
Interstate Travel Time Reliability	2017 - 85.2% 2018 – 84.9%	75%	75%
Non-Interstate NHS Travel Time Reliability	2017 - 86.1% 2018 – 85.7%	n/a	70%
Freight Reliability	2017 - 1.38 2018 – 1.50	1.75	1.75

Transportation Performance Management Newsletter – Brad Sharlow



LOTTR – Person Miles Interstate

Geographic Area	2018	2017	2016	Target
Statewide	84.90%	85.20%	85.10%	75.00%
SEMCOG	75.00%	73.80%	74.20%	
GVMC - Grand Rapids	98.70%	96.70%	95.10%	75.00%
TCRPC - Lansing	100.00%	100.00%	99.50%	75.00%
GCMPC - Flint	100.00%	100.00%	100.00%	75.00%
KATS - Kalamazoo	100.00%	100.00%	100.00%	75.00%
BCATS - Battle Creek	99.70%	99.70%	98.50%	75.00%
JACTS - Jackson	100.00%	100.00%	100.00%	75.00%
SWMPC - Benton Harbor / Niles	100.00%	100.00%	100.00%	75.00%
SMATS - Saginaw	100.00%	100.00%	100.00%	75.00%
BCATS - Bay City	100.00%	100.00%	100.00%	75.00%
MATS - Midland	N/A	N/A	N/A	N/A
MACC - Holland	100.00%	100.00%	100.00%	75.00%
WestPlan - Muskegon	100.00%	100.00%	98.90%	75.00%

LOTTR – Person Miles Non-Interstate

Geographic Area	2018	2017	Target
Statewide	85.70%	86.10%	70.00%
SEMCOG	78.70%	78.70%	
GVMC - Grand Rapids	84.30%	84.90%	70.00%
TCRPC - Lansing	92.80%	95.90%	70.00%
GCMPC - Flint	90.40%	91.00%	70.00%
KATS - Kalamazoo	95.20%	94.50%	70.00%
BCATS - Battle Creek	92.80%	96.10%	70.00%
JACTS - Jackson	96.20%	94.40%	70.00%
SWMPC - Benton Harbor / Niles	96.00%	94.30%	70.00%
SMATS - Saginaw	98.60%	98.70%	70.00%
BCATS - Bay City	88.10%	93.10%	70.00%
MATS - Midland	99.70%	98.70%	70.00%
MACC - Holland	95.20%	94.50%	70.00%
WestPlan - Muskegon	99.10%	99.00%	70.00%

TTTR – Truck Travel Time Index

Geographic Area	2018	2017	2016	Target
Statewide	1.5	1.38	1.47	1.75
SEMOG	1.92	1.80	1.96	
GVMC - Grand Rapids	1.56	1.51	1.61	1.75
TCRPC - Lansing	1.28	1.16	1.18	1.75
GCMPC - Flint	1.28	1.17	1.19	1.75
KATS - Kalamazoo	1.21	1.12	1.17	1.75
BCATS - Battle Creek	1.23	1.15	1.25	1.75
JACTS - Jackson	1.17	1.15	1.21	1.75
SWMPC - Benton Harbor / Niles	1.28	1.11	1.14	1.75
SMATS - Saginaw	1.25	1.18	1.19	1.75
BCATS - Bay City	1.23	1.16	1.15	1.75
MATS - Midland	N/A	N/A	N/A	N/A
MACC - Holland	1.26	1.14	1.19	1.75
WestPlan - Muskegon	1.25	1.21	1.23	1.75

Questions?

TRANSPORTATION PERFORMANCE MANAGEMENT

TRAVEL TIME RELIABILITY PERFORMANCE MANAGEMENT

WHAT IS TRAVEL TIME RELIABILITY?

New federal rules require states to measure, monitor, and set goals based upon a composite index of travel time reliability metrics. Travel time reliability measures how consistent the travel time is from one point to another, from one day to the next. To determine reliability, data on travel time is examined to see how it varies over time. Travel time for each discrete segment of the National Highway System is placed in order from the shortest time (fastest speed), which is the 1st percentile speed to the longest time (slowest speed), which is the 100th percentile speed. Three performance measures that will be looked at that compare the "normal" travel time (which is defined as the 50th percentile travel time) on a segment with either the 80th percentile or the 95th percentile travel time to determine the overall reliability. If the difference between the average travel time and the slower travel time (80th or 95th percentile time) is greater than 50%, then the segment is unreliable.

To help understand this concept and how travel time reliability is applied, consider this highly simplified hypothetical example: Suppose that an individual person's normal travel time from home to work is 20 minutes. The 80th percentile is equivalent to one out of every five days (or approximately once a week). If in a typical week, it takes this individual 30 minutes or longer to travel to work, then his/her route would be designated as unreliable.

The truck travel time measure uses the 95th percentile as a comparison which is equivalent to one out of every twenty days (or approximately once a month).

Travel Time Reliability is not the same as Congestion. Reliability is important, because travelers often care about how consistent it takes to travel to their destination vs. how congested the route is. If people understand that a route is congested, they can plan accordingly, but if a route is unreliable, they really have no understanding of how long it will take to get to their destination, which creates greater frustration. In addition, segments of roads can be both congested, and reliable (e.g., reliably congested), whereas others can be congested, but unreliable.

Example of Unreliable Corridor

Day 1 – 50th Percentile (Average or Normal Travel Time)



Day 2 – 80th Percentile (Slower Travel Time)



TRAVEL TIME RELIABILITY MEASURES AND TARGETS

Federal regulations require states and Metropolitan Transportation Organizations (MPOs) to use three performance measures for assessing travel time reliability. Travel time data that is used for each measure is purchased by the Federal Highway Administration and made available for use by states and MPOs. The data set used for the federally-required measures is called the National Performance Management Research Data Set (NPMRDS) vehicle probe data. The data processed through an analytical software tool known as RITIS. The travel time reliability measures are:

- + Level of Travel Time Reliability (LOTTR) on the Interstate: % of person-miles traveled on Interstate that are reliable
- + LOTTR on the Non-Interstate NHS: % of person-miles traveled on the Non-Interstate NHS that are reliable
- + Freight Reliability Measure on the Interstate: Truck Travel Time Reliability (TTTR) Index

Performance Measure Description

Level of Travel Time Reliability (LOTTR)	Truck Travel Time Reliability (TTTR)
<ul style="list-style-type: none"> 2- and 4-Year Targets** Interstate and Non-Interstate NHS Four (4) Time Periods Fifteen (15) Minute Travel Intervals Longer Travel Time: 80th Percentile Normal Travel Time: 50th Percentile Threshold: Reliability is <1.50 Factors Applied: Vehicle volumes (HPMS) and Vehicle Occupancy Factor (provided by FHWA) 	<ul style="list-style-type: none"> 2- and 4-Year Targets Interstate Five (5) Time Periods Fifteen (15) Minute Travel Intervals Longer Travel Time: 95th Percentile Normal Travel Time: 50th Percentile Threshold: None Factors Applied: No additional factors are applied

**** The Non-Interstate NHS Travel Time Reliability measure is being phased-in and does not require a 2-year target for the first performance period only.**

Level of Travel Time Reliability (LOTTR)		
Segment: Longer Travel Time (80 th) ÷ Normal Travel Time (50 th) = # seconds ÷ # seconds = LOTTR		
Monday – Friday	6am - 10am	LOTTR = 44 sec ÷ 35 sec = 1.26
	10am - 4pm	LOTTR = 1.39
	4pm – 8pm	LOTTR = 1.54
Weekends	6am – 8pm	LOTTR = 1.31
Reliability: LOTTR below 1.50 during <u>ALL</u> of the time periods		Segment is NOT reliable
Measure: Percent of person-miles traveled on the [Interstate/Non-Interstate NHS] that are reliable		
1. Length x Volume (AADTx365) x Occupancy = person miles		
2. $\frac{\sum (\text{Reliable Person-Miles})}{\sum (\text{Total Person-Miles})} = \text{Reliability}$		
Truck Travel Time Reliability (TTTR) (This is an index, not a reliability threshold)		
Segment: Longer Travel Time (95 th) ÷ Normal Travel Time (50 th) = # seconds ÷ # seconds = TTTR		
Monday – Friday	6am - 10am	TTTR = 72 sec ÷ 50 sec = 1.44
	10am - 4pm	TTTR = 1.39
	4pm – 8pm	TTTR = 1.49
Weekends	6am – 8pm	TTTR = 1.31
Overnight	8pm – 6am	TTTR = 1.20
Maximum TTTR		1.49
Measure: Truck Travel Time reliability (TTTR) Index		
1. Length x MaxTTTR = Length-weighted TTTR		
2. $\frac{\sum (\text{All segment length weighted TTTR})}{\sum (\text{All segment lengths})}$		

TRAVEL TIME RELIABILITY TARGETS AND METHODOLOGY

PM3 Reliability Measures – Final State of Michigan Targets

Measure	Baseline from Jan 2017 to May 2018 (Source: NPMRDS – RITIS)	Recommended 2-Year Target(s) CYE 12/31/2019	Recommended 4-Year Target(s) CYE 12/31/2021
Interstate Travel Time Reliability	2017 - 85.2% 2018 – 85.8%	75%	75%
Non-Interstate NHS Travel Time Reliability	2017 - 86.1% 2018 – 85.8%	--	70%
Freight Reliability	2017 - 1.38 2018 – 1.49	1.75	1.75

Baseline Data: 2017 and 2018 data has reported that the Michigan’s interstate highways and non-interstate NHS highways have been between 85 and 86 percent reliable, meaning that greater than 85% of the person miles traveled on the NHS system are meeting the threshold, as defined in the federal rules (the ratio between the 50th percentile and the 80th percentile is below 1.5). For the trucks, due to the higher threshold of comparing the 95th percentile to the 50th percentile, the overall truck travel time index on the interstates has remained near 1.5.

Target Methodology - Targets have been set conservatively for this first reporting cycle. There is only 17 months of data to establish a baseline, and month to month comparisons vary due to weather, construction, data coverage gaps and other factors. As more data is collected over the next 2 years, the detection of trends should become more observable and distinctive and MDOT will re-evaluate their targets for possible adjustments. In the interim, the following trends and influencing factors reflect the best information available.

Application of these measures in MDOT’s prioritization process: These three measures are monitored and considered as factors in the overall decision making process for transportation investments in Michigan. MDOT is currently evaluating what types of projects and funding templates will have an impact on travel time reliability, and have developed an initial list of project types to be considered; however, due to the lack of historical data, it is not possible to truly quantify the level of impacts for each of these project types at this time. An initial list of project types include: capacity improvements or widenings, ITS and operational improvements, safety projects that improve operational flow, and road and bridge reconstruction and rehabilitation projects that improve segments from poor condition to good/fair condition.

REPORTING ON TRAVEL TIME RELIABILITY

The Transportation Performance Management (TPM) System Performance Rule designates recurring four-year performance periods for which two- and four-year targets are required to be established for travel time reliability on the National Highway System (NHS) for person miles and freight. There are three sets of targets: one for percent of person miles traveled on the Interstate System that are reliable, one for percent of person miles traveled on the Non-Interstate NHS that are reliable, and a truck travel time reliability index on the Interstate. The first performance period takes place from January 1, 2018 to December 31, 2022, with state targets due on May 20, 2018. MDOT is required to submit biennial progress reports to FHWA. There are a total of three progress reports due for each performance period:

- + **Baseline Performance Report (due October 1, 2018)**
- + **Mid-Performance Period Progress Report (Oct. 1, 2020)**
- + **Full Performance Period Progress Report (Oct. 1, 2022)**

FHWA will determine significant progress on the Mid- and Full Performance Period Progress Reports. Significant progress is defined as achieving a condition that is *equal to or better than the target, or better than the baseline condition*. If significant progress is not achieved, MDOT must document how it plans to achieve it for the next report.

MPO Coordination

MPOs are required to establish four-year targets for these measures, and have two options for target selection: agree to plan and program projects that support state targets, or commit to their own targets for their Metropolitan Planning Area (MPA). MPO targets are due on November 16, 2018, 180 days after state targets are established. MPO targets are not reported to FHWA, but must be reported to MDOT in a manner both parties agree to. MPOs will include targets in their Transportation Improvement Programs (TIPs) and Long-Range Transportation Plans (LRTPs), and explain how their projects and programs support either MDOT's or the MPO's targets.

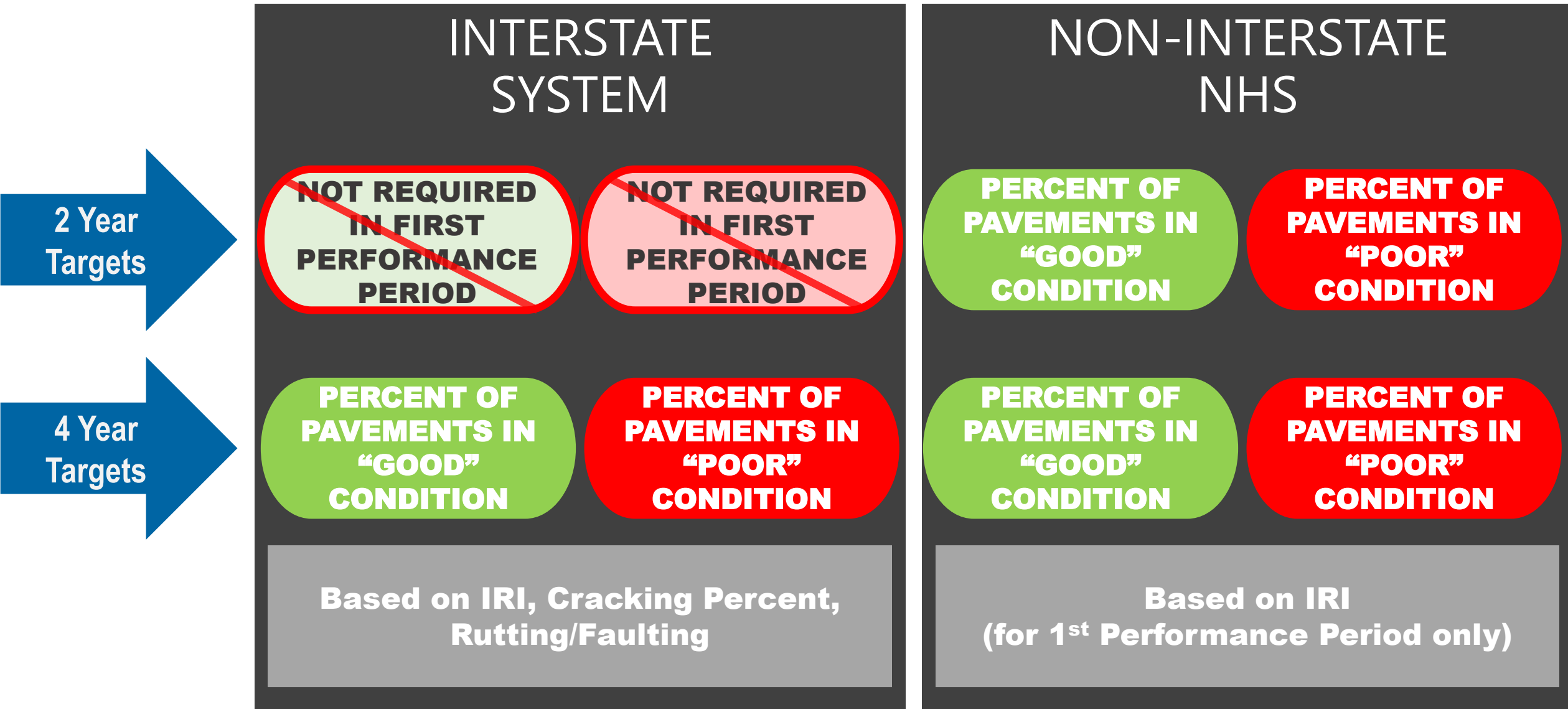
PAVEMENT

**NATIONAL PERFORMANCE MANAGEMENT MEASURES;
Assessing Pavement Condition for the National Highway
Performance Program (NHPP)**

Team Lead: Craig Newell

**Team Members: Ron Katch, Karen Howe, Dan Sokolnicki, Jeff Reid,
Jim Ashman, Alison Hamlin, Dennis Kent, Kyle Nelson, MPO
representatives**

REQUIREMENTS



CURRENT PAVEMENT CONDITION METRICS

+ RSL

+ PASER

NEW PAVEMENT CONDITION METRICS

- + IRI (International Roughness Index)
- + Cracking (fatigue-asphalt; transverse-concrete)
- + Rutting (asphalt only)
- + Faulting (jointed concrete only)

+ 3 metrics together determine G/F/P

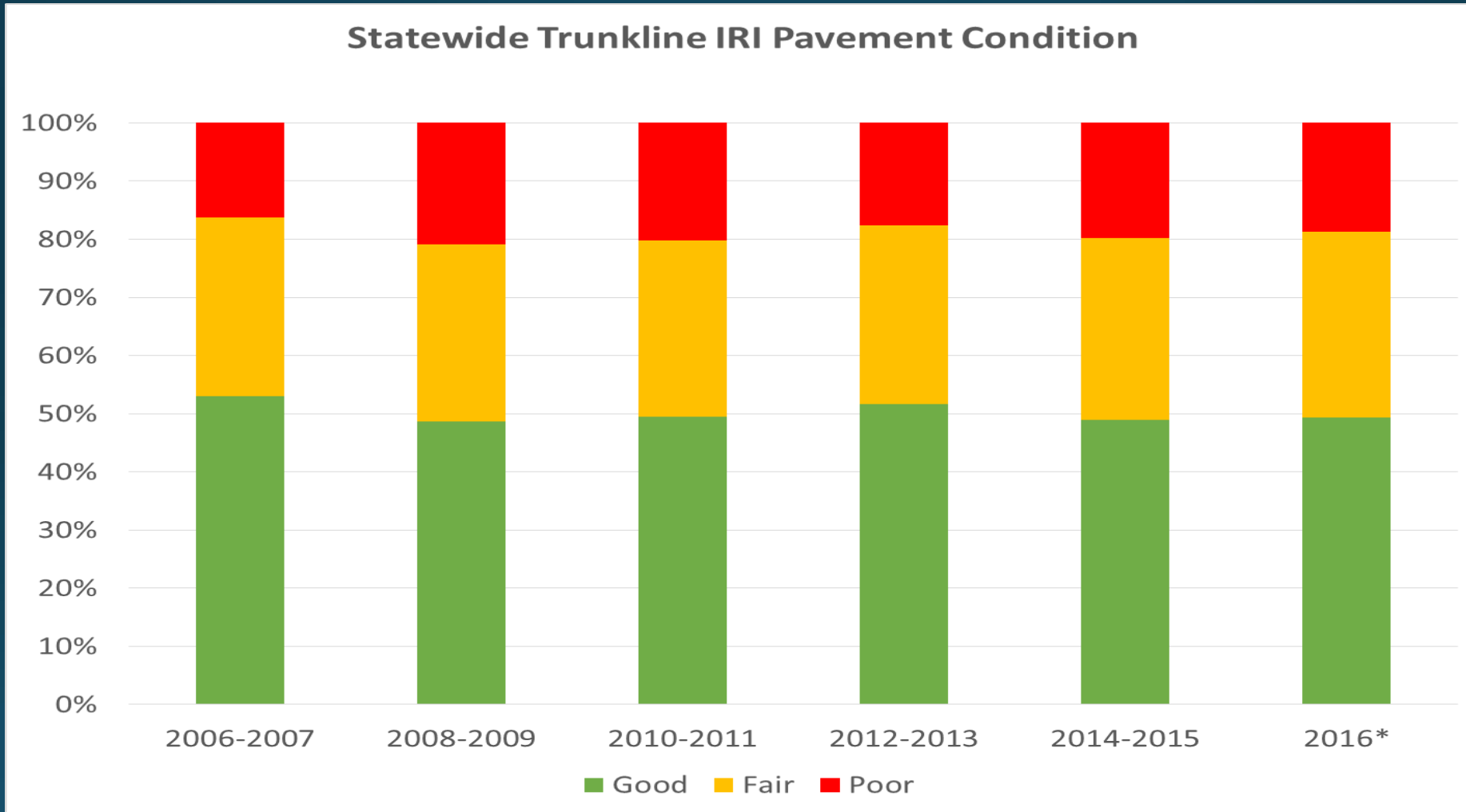
Only IRI for Non-Interstate NHS targets this performance period

TREND ANALYSIS

- ◀ **Chart available historical data**
- ◀ **Consider largest percent changes**
- ◀ **Subcategorize Good/Fair/Poor to determine future shifts - “Buckets”**



Non-Interstate NHS IRI Category Buildup

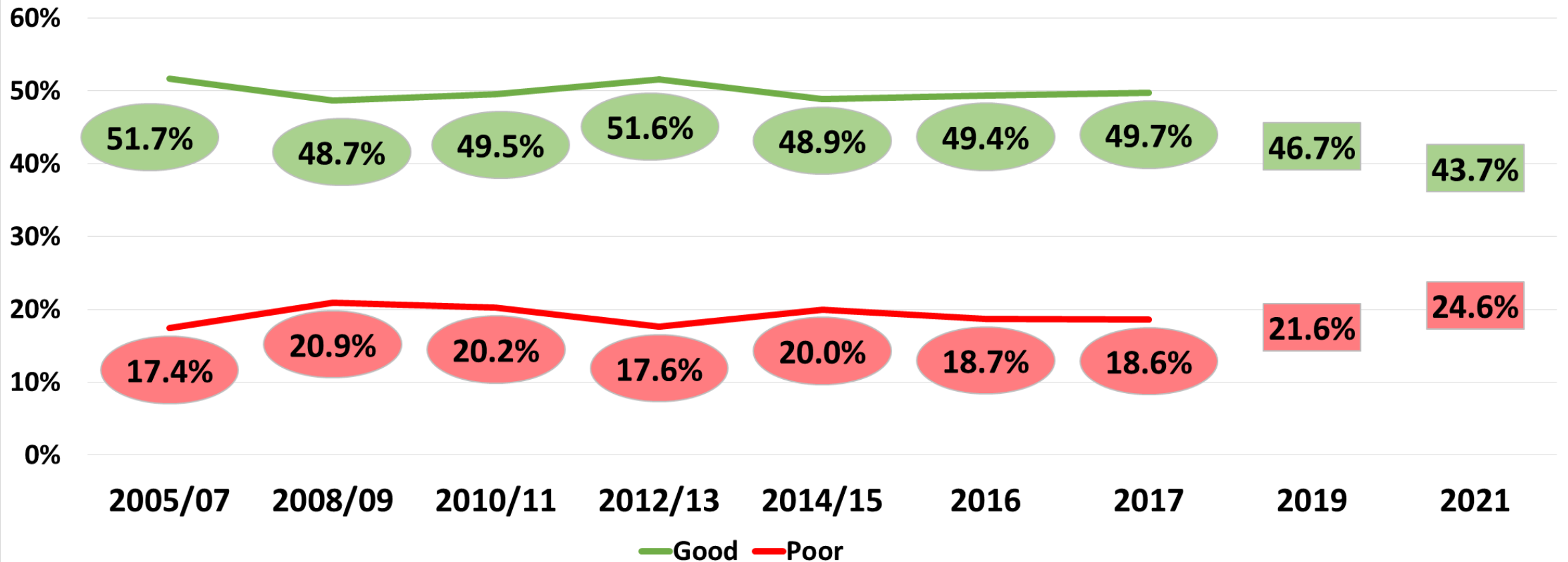


Statewide Non-Interstate Targets

Non-Interstate NHS - IRI Targets Based on 2017 Baseline Data		
	% Good	% Poor
2017	49.7%	18.6%
2 Year	3% Decrease – 46.7%	3% Increase – 21.6%
4 Year	6% Decrease – 43.7%	6% Increase – 24.6%

Non-Interstate NHS IRI Measure

Good/Poor IRI by Year



Calculation of Pavement Condition Measures for Interstate

	Pavement Type		
	Asphalt and Jointed Concrete	Continuous Concrete	
Overall Section Condition Rating	3 Metric Ratings (IRI, Cracking and Rutting/Faulting)	2 Metric Ratings (IRI and Cracking)	Measures
Good	All Three (3) Metrics Rated "Good"	Both Metrics Rated "Good"	Percentage of Lane-miles in "Good" Condition
Poor	≥ Two (2) Metrics Rated "Poor"	Both Metrics Rated "Poor"	Percentage of Lane-miles in "Poor" Condition
Fair	All Other Combinations	All Other Combinations	N/A

Statewide Interstate Targets

Interstate NHS – PCM Targets Based on 2017 Baseline Data		
	% Good	% Poor
2017	56.8%	5.2%
4 Year	9% Decrease – 47.8%	4.8% Increase – 10%

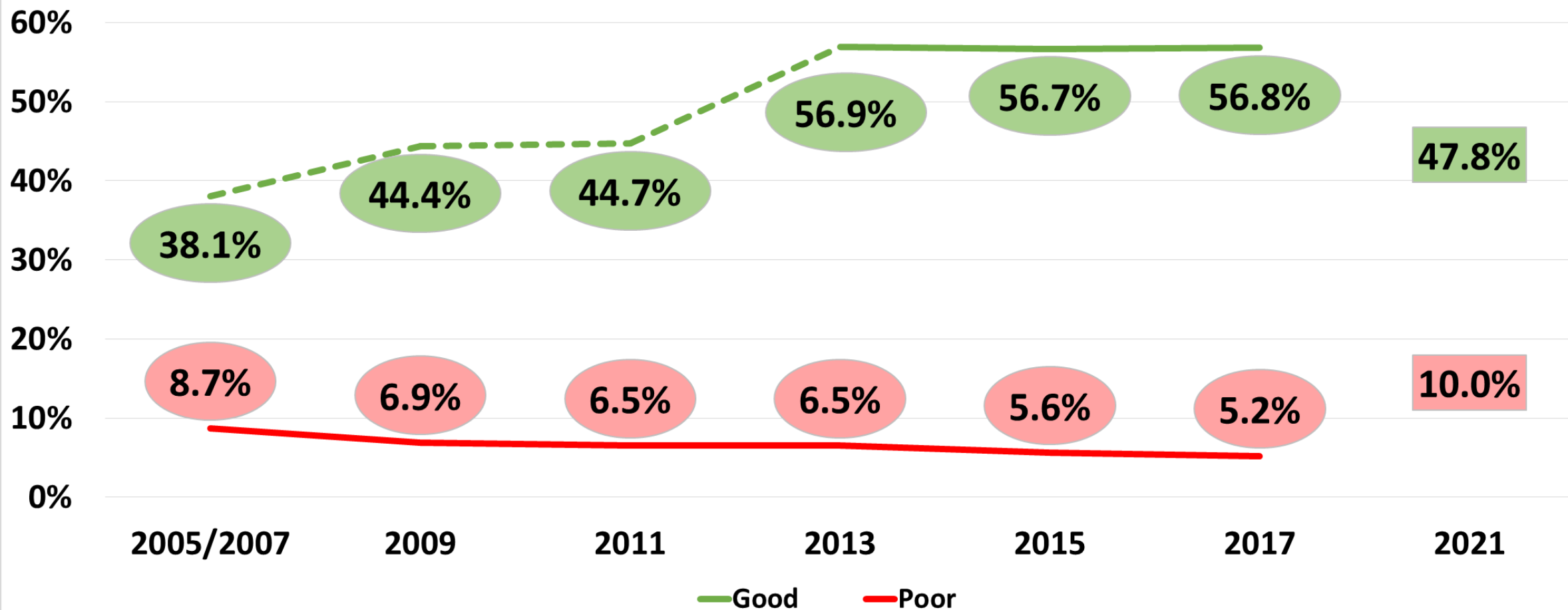
Reasons for Conservative Interstate Targets

- RSL Falling
- Cracking sample moving from 30% to 100%
- Data Issues
 - Different Vendor
 - Technology
- IRI Buildup
- Composite Index (Interstate)
- Short Trend



Interstate Pavement Condition Measure

Good/Poor PCM by Year



MPO TARGETS

+ MPO targets due 11/16/2018

+ two options:

1 agree to support MDOT target

2 commit to a quantifiable target for MPA

+ may choose a different option for each target



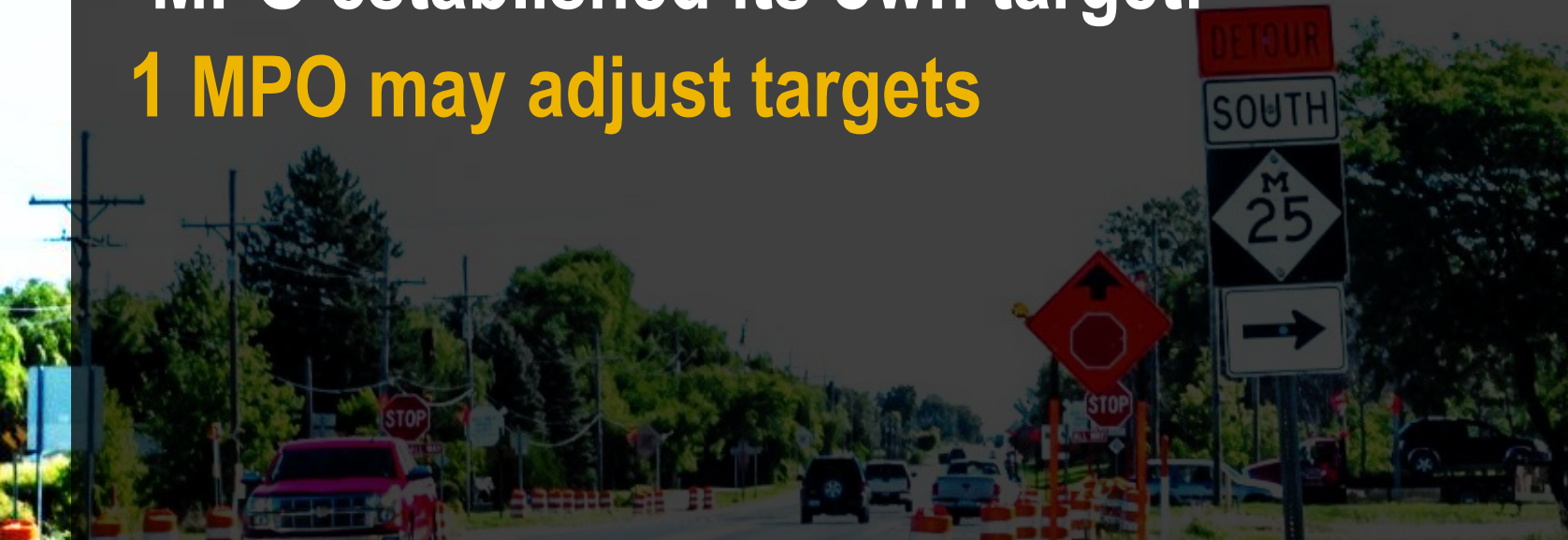
TARGET ADJUSTMENT

- + can adjust 4 year targets at midpoint
- + if MDOT adjusts MPO supported target, MPO can either:

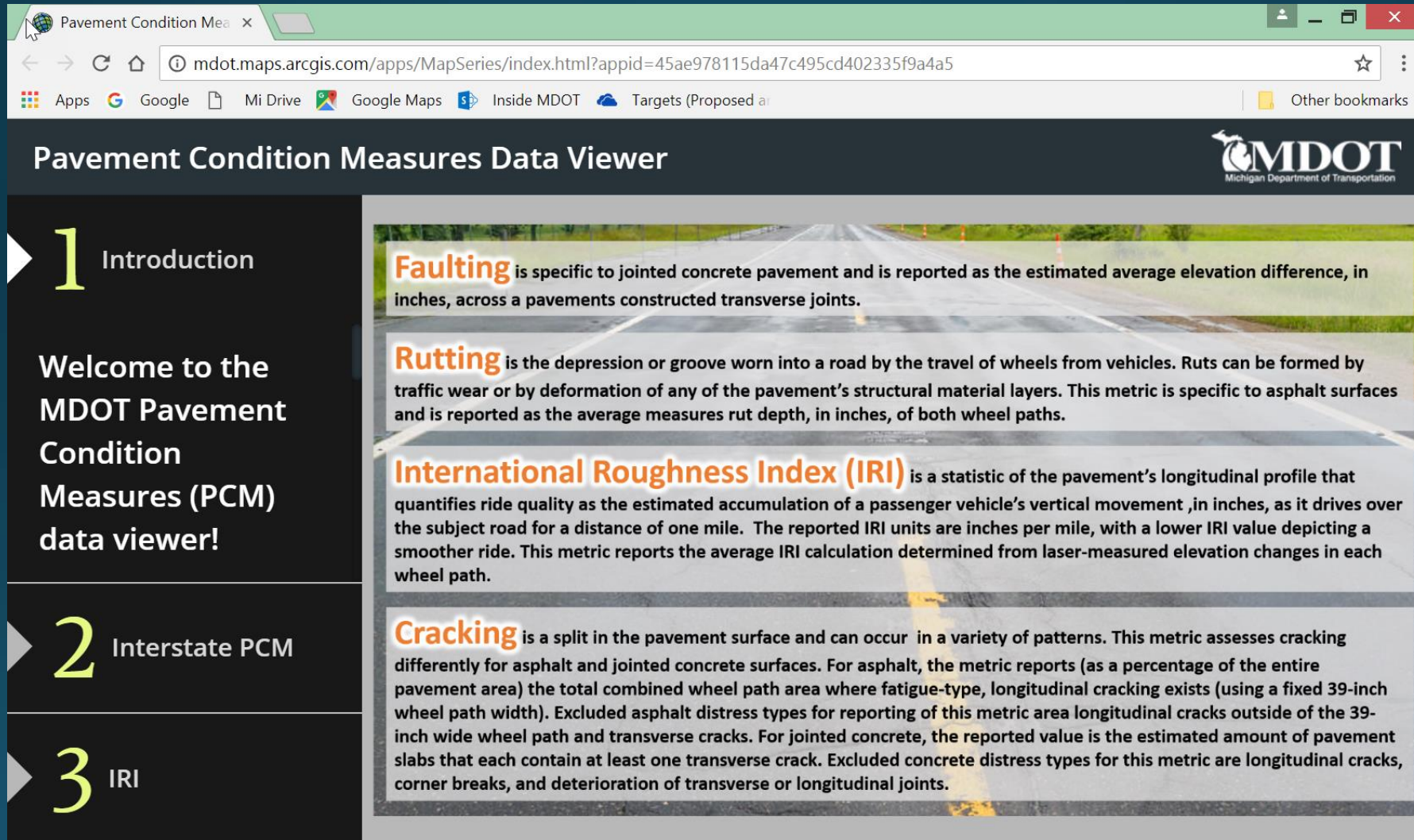
- 1 support the adjusted MDOT target
- 2 commit to a new target for their MPA

- + MPO established its own target:

- 1 MPO may adjust targets



Pavement Condition Measures Data Viewer Web Application



The screenshot shows a web browser window with the URL `mdot.maps.arcgis.com/apps/MapSeries/index.html?appid=45ae978115da47c495cd402335f9a4a5`. The page title is "Pavement Condition Measures Data Viewer" and the MDOT logo is in the top right. The left sidebar contains a navigation menu with three items: "1 Introduction", "2 Interstate PCM", and "3 IRI". The main content area displays three definitions of pavement condition measures over a background image of a road:

- Faulting** is specific to jointed concrete pavement and is reported as the estimated average elevation difference, in inches, across a pavements constructed transverse joints.
- Rutting** is the depression or groove worn into a road by the travel of wheels from vehicles. Ruts can be formed by traffic wear or by deformation of any of the pavement's structural material layers. This metric is specific to asphalt surfaces and is reported as the average measures rut depth, in inches, of both wheel paths.
- International Roughness Index (IRI)** is a statistic of the pavement's longitudinal profile that quantifies ride quality as the estimated accumulation of a passenger vehicle's vertical movement ,in inches, as it drives over the subject road for a distance of one mile. The reported IRI units are inches per mile, with a lower IRI value depicting a smoother ride. This metric reports the average IRI calculation determined from laser-measured elevation changes in each wheel path.
- Cracking** is a split in the pavement surface and can occur in a variety of patterns. This metric assesses cracking differently for asphalt and jointed concrete surfaces. For asphalt, the metric reports (as a percentage of the entire pavement area) the total combined wheel path area where fatigue-type, longitudinal cracking exists (using a fixed 39-inch wheel path width). Excluded asphalt distress types for reporting of this metric area longitudinal cracks outside of the 39-inch wide wheel path and transverse cracks. For jointed concrete, the reported value is the estimated amount of pavement slabs that each contain at least one transverse crack. Excluded concrete distress types for this metric are longitudinal cracks, corner breaks, and deterioration of transverse or longitudinal joints.

Pavement Condition Measures Data Viewer

1 Introduction

2 Interstate PCM

To display and download
Interstate
Pavement
Condition Measure
Data, click the

3 IRI

Transportation Performance Measures MDOT Pavement Condition Measure (PCM)

PCM Metric Thresholds

	Good	Fair	Poor
IRI (Inches/mile)	<95	95-170	>170
Cracking Percent (%)	<5	CRCP: 5-10 JCP: 5-15 Asphalt: 5-20	>10 >15 >20
Rutting (Inches)	<0.20	0.20-0.40	>0.40
Faulting (Inches)	<0.10	0.10-0.15	>0.15

Calculation of Pavement Measures (490.313) (For Each 0.1-Mile Pavement Section)

Overall Section Condition Rating	3 metric ratings (IRI, cracking and rutting/faulting)	Measures
Good	All three metrics rated "Good"	Percentage of lane miles in "Good" condition
Poor	≥2 metrics rated "Poor"	Percentage of lane miles in "Poor" condition



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

MEMORANDUM

DATE: September 13, 2018

TO: Policy Committee

FROM: Laurel Joseph, Transportation Planner

RE: **Pavement, Bridge, and System Performance Target Adoption**

The final rules for the Pavement/Bridge and System Performance Measures became effective on May 20, 2017. These measures are summarized below.

Pavement/Bridge

- Percentage of pavements on the Interstate system in “Good” condition
- Percentage of pavements on the Interstate system in “Poor” condition
- Percentage of pavements on the non-Interstate NHS in “Good” condition
- Percentage of pavements on the non-Interstate NHS in “Poor” condition
- Percentage of NHS bridges classified as in “Good” condition
- Percentage of NHS bridges classified as “Poor” condition

System Performance

- Percent of the person-miles traveled on the Interstate that are reliable
- Percent of the person-miles traveled on the non-Interstate NHS that are reliable
- Truck Travel Time Reliability (TTTR) Index

Staff has participated in target coordination meetings and working groups throughout the development process of all the State targets that have been presented to the Committee and believe the State’s methodology for target development to be reasonable. The Technical Committee recommended support of the state targets for Pavement/Bridge and System Performance Measures at their September meeting and now the Policy Committee needs to take action. Please find a table of the State performance targets and recommended action below. Also attached for additional information are the State’s regional Pavement report cards and TPM newsletters for the Pavement/Bridge PMs (see Item VII: Attachment B for System Performance).

Pavement/Bridge and System Performance Targets

Pavement/Bridge Performance Measures			
Performance Measure	State Target	GVMC Current Condition	Recommended Action
% of pavements on the Interstate system in “Good” condition	4-year: 9% decrease to 47.8%	56.6% (2017)	Support State Target
% of pavements on the Interstate system in “Poor” condition	4-year: 4.8% increase to 10%	0.9% (2017)	Support State Target
% of pavements on the non-Interstate NHS in “Good” condition	2-year: 3% decrease to 46.7% 4-year: 6 decrease to 43.7%	47.3% (2017)	Support State Target
% of pavements on the non-Interstate NHS in “Poor” condition	2-year: 3% increase to 21.6% 4-year: 6% increase to 24.6%	14.8% (2017)	Support State Target
% of NHS bridges classified as in “Good” condition	26.2%	Available at the Meeting	Support State Target
% of NHS bridges classified as “Poor” condition	7.0%	Available at the Meeting	Support State Target
System Performance Measures			
Performance Measure	State Target	GVMC Average Condition	Recommended Action
% of the person-miles traveled on the Interstate that are reliable	75%	96.8% (3yr Avg)	Support State Target
% of the person-miles traveled on the non-Interstate NHS that are reliable	70%	84.6% (2yr Avg)	Support State Target
Truck Travel Time Reliability (TTTR) Index	1.75	1.56 (3yr Avg)	Support State Target

If you have any questions, please do not hesitate to contact me at (616) 776-7610.

2017 Interstate Pavement Condition Measure by MPO

MPO	Good	Fair	Poor	Interstate Thru Miles **
Battle Creek Area Transportation Study	47.1%	41.1%	11.8%	63.8
Bay City Area Transportation Study	48.3%	45.3%	6.4%	86.2
Genesee County Metropolitan Planning Commission	56.7%	35.0%	8.3%	378.4
Grand Valley Metropolitan Council	56.6%	42.4%	0.9%	228.6
Kalamazoo Area Transportation Study	78.7%	15.7%	5.6%	149.1
Macatawa Area Coordinating Council	80.3%	19.7%	0.0%	75.4
Region 2 Planning Commission	36.2%	63.3%	0.5%	114.5
Saginaw Metropolitan Area Transportation Study	69.9%	28.1%	2.0%	171.4
Southeast Michigan Council of Governments	51.4%	42.2%	6.3%	2,113.6
Washtenaw Area Transportation Study *	58.5%	39.8%	1.7%	154.0
St. Clair County Transportation Study *	74.9%	19.9%	5.2%	200.6
SEMCOG (without St. Clair and WATS)	48.1%	45.0%	6.9%	1,759.0
Tri-County Regional Planning Commission	24.0%	61.8%	14.2%	415.0
Twin Cities Area Transportation Study	34.7%	57.1%	8.2%	154.4
West Michigan Shoreline Regional Development Commission	91.3%	8.7%	0.0%	47.6
Statewide (includes rural)	56.8%	38.0%	5.2%	5,717.8

* Study Area subset

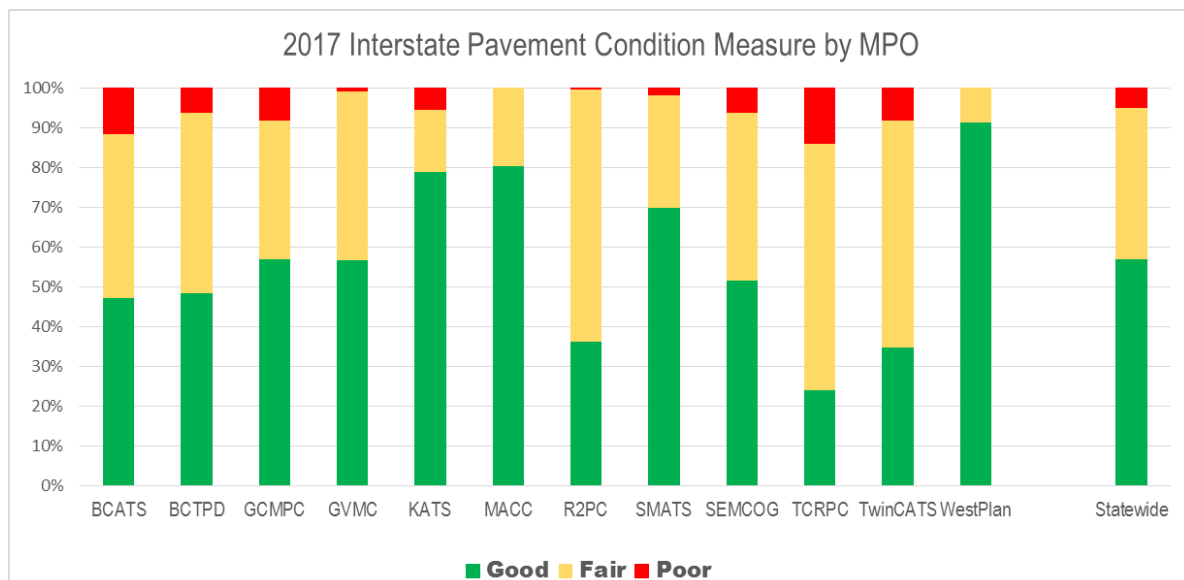
** Thru Miles for Interstate NHS with valid data as of May 11, 2018

Pavement Condition Thresholds

	Good	Fair	Poor
IRI (inches/mile)	<95	95-170	>170
Rutting (inches)	<0.20	0.20-0.40	>0.40
Faulting (inches)	<0.10	0.10-0.15	>0.15
Cracking (%)	<5	5-20 (asphalt) 5-15 (JCP) 5-10 (CRCP)	>20 (asphalt) >15 (JCP) >10 (CRCP)

Calculation of Pavement Condition Measures for Interstate

Overall Section Condition Rating	Pavement Type		Measures
	Asphalt and Jointed Concrete	Continuous Concrete	
Good	3 Metric Ratings (IRI, Cracking and Rutting/Faulting) All Three (3) Metrics Rated "Good"	2 Metric Ratings (IRI and Cracking) Both Metrics Rated "Good"	Percentage of Lane-miles in "Good" Condition
Poor	≥ Two (2) Metrics Rated "Poor"	Both Metrics Rated "Poor"	Percentage of Lane-miles in "Poor" Condition
Fair	All Other Combinations	All Other Combinations	N/A



<http://mdot.maps.arcgis.com/apps/MapSeries/index.html?appid=45ae978115da47c495cd402335f9a4a5>

May 11, 2018

2017 Non-Interstate NHS IRI by MPO

MPO Name	Good	Fair	Poor	Non-Interstate NHS Thru Miles **
Battle Creek Area Transportation Study	30.0%	42.9%	27.1%	115.2
Bay City Area Transportation Study	46.7%	29.8%	23.4%	136.1
Genesee County Metropolitan Planning Commission	25.0%	43.1%	31.9%	500.5
Grand Valley Metropolitan Council	47.3%	37.9%	14.8%	842.1
Kalamazoo Area Transportation Study	33.5%	44.4%	22.1%	372.7
Macatawa Area Coordinating Council	55.8%	25.6%	18.6%	133.6
Midland Area Transportation Study	70.6%	22.7%	6.7%	300.1
Region 2 Planning Commission	46.8%	31.4%	21.8%	200.0
Saginaw Metropolitan Area Transportation Study	13.0%	50.8%	36.3%	284.6
Southeast Michigan Council of Governments (Entire SEMCOG)	25.6%	42.0%	32.4%	5,914.2
Washtenaw Area Transportation Study*	48.8%	32.2%	19.0%	404.1
St. Clair Transportation Study *	28.1%	52.9%	19.0%	79.2
SEMCOG (without WATS and St. Clair Study Area)	23.8%	42.6%	33.6%	5,430.9
Southwest Michigan Planning Commission (TwinCATS and NATS)	31.8%	31.7%	36.4%	228.6
Niles-Buchanan-Cass Area Transportation Study*	20.4%	26.5%	53.1%	92.1
Twin Cities Area Transportation Study*	39.6%	35.2%	25.2%	136.5
Tri-County Regional Planning Commission	41.1%	38.7%	20.2%	549.3
West Michigan Metropolitan Transportation Planning Program	60.3%	28.1%	11.7%	353.0
Statewide (includes rural)	49.7%	31.7%	18.6%	15,974.4

* Study Area subset

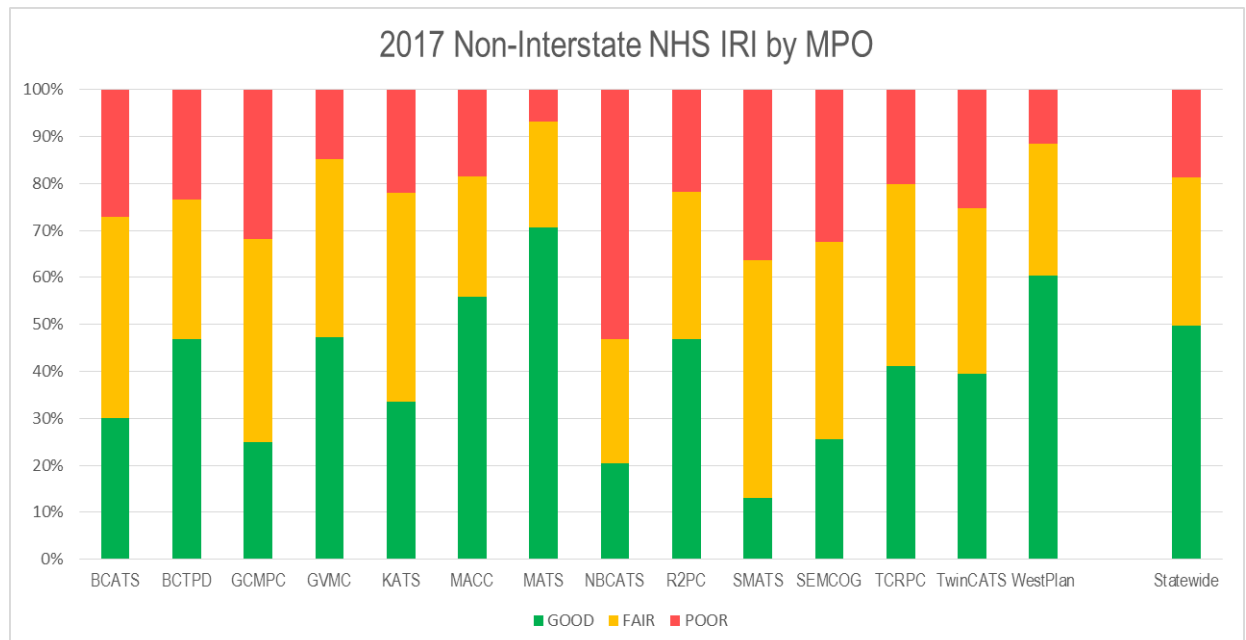
** Thru Miles for Non-Interstate NHS with valid data as of May 11, 2018

IRI Rating Scale (Inches per mile)

Good (<95)

Fair (95-170)

Poor (>170)



<http://mdot.maps.arcgis.com/apps/MapSeries/index.html?appid=45ae978115da47c495cd402335f9a4a5>

May 11, 2018

TRANSPORTATION PERFORMANCE MANAGEMENT

PAVEMENT PERFORMANCE MANAGEMENT

PAVEMENT PERFORMANCE REQUIREMENTS

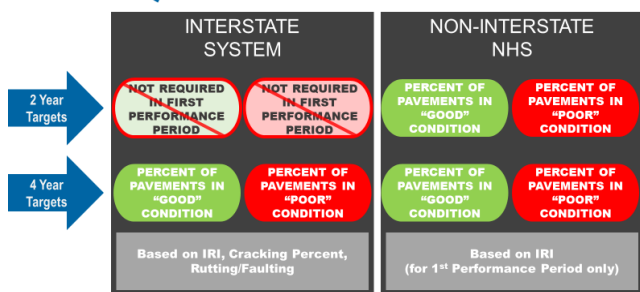
The Federal Highway Administration (FHWA) published in the Federal Register (82 FR 5886) a final rule establishing performance measures for State Departments of Transportation (DOTs) to use in managing pavement and bridge performance on the National Highway System (NHS). The National Performance Management Measures; Assessing Pavement Condition and Bridge Condition for the National Highway Performance Program Final Rule addresses requirements established by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and reflects passage of the Fixing America's Surface Transportation (FAST) Act. The rule became effective May 20, 2017.

The federal rule requires MDOT to establish targets for pavement condition measures Percent Good and Percent Poor on the Interstate and non-Interstate NHS. Targets are required for two and four-year intervals for each measure, with eight targets in total. For the Interstate measures, there will be no two-year targets for the first (2018-2021) performance period per 23 CFR Part 490, therefore, there will only be six targets in the first period.

condition. If two or more metrics are "poor," it is to be considered in poor condition. Only IRI will be used to determine non-interstate condition for the 2018-2024 performance period, after which it will use PCM. Cracking Percent and IRI are to be reported on all pavement types. Rutting is to be reported only on asphalt pavements, and faulting, on jointed concrete pavements. The table below indicates the metric thresholds for condition on each pavement type, as defined by the rule.

Pavement Condition Thresholds				
Metric	Surface Type	Metric Value Range		
		Good	Fair	Poor
International Roughness Index [IRI] (inches/mile)	Asphalt Pavement, Jointed Concrete Pavement, CRCP ¹	<95	95 - 170	>170
Cracking Percent (% of total area)	Asphalt Pavement	<5%	5 - 20%	>20%
	Jointed Concrete Pavement	<5%	5 - 15%	>15%
	CRCP ¹	<5%	5 - 10%	>10%
Rutting (inches)	Asphalt Pavement	<0.20	0.20 - 0.40	>0.40
Faulting (inches)	Jointed Concrete Pavement	<0.10	0.10 - 0.15	>0.15

REQUIREMENTS



The rule requires states to measure, monitor and set targets based upon a composite index of pavement condition measures (PCM). The four metrics to be used are International Roughness Index (IRI), Cracking Percent, Rutting, and Faulting as reported by states to the FHWA's Highway Performance Monitoring System (HPMS). All four metrics will be used to determine the condition for Interstate. If all three metrics on a segment are "good," then a pavement is rated in good

TARGET SETTING AND SIGNIFICANT PROGRESS

• **Targets:** The Transportation Performance Management (TPM) Pavement Rule designates recurring four-year performance periods for which MDOT is required to establish two-year (midpoint) and four-year (full performance) targets for pavement condition on the National Highway System (NHS).

• **Performance Measures:** There are four performance measures for assessing pavement condition based on composite analysis of the metrics above:

- 1) percent of Interstate pavement in Good Condition
- 2) percent of Interstate pavement in Poor Condition
- 3) percent of Non-Interstate NHS pavement in Good Condition
- 4) percent of Non-Interstate NHS pavement in Poor Condition. States were required to establish targets for each measure by May 20, 2018.

• **MPO Targets:** MPOs are required to establish four-year targets for these measures and have two options for target selection: agree to plan and program projects that support MDOT targets or commit to their own targets for their Metropolitan Planning Area (MPA).

• **MPO Targets Due:** MPO targets are due on November 16, 2018, 180 days after MDOT's targets. These targets are not reported to FHWA but must be reported to MDOT in a manner both parties agree to. MPOs will include targets in their TIPs and LRPs and explain how their projects and programs support either MDOT's or the MPO's targets.

• **Significant Progress:** FHWA will determine significant progress on the Mid- and Full Performance Period Progress Reports. Significant progress is defined as achieving a condition that is equal to or better than the target, or better than the baseline condition. If significant progress is not achieved, MDOT must document how it plans to achieve it for the next report

meaning these agencies may have a limited capacity to achieve these targets. To account for this, the rule requires MDOT and MPOs to coordinate target setting, planning, and programming, ensuring targets are feasible, and projects are geared toward achieving them.

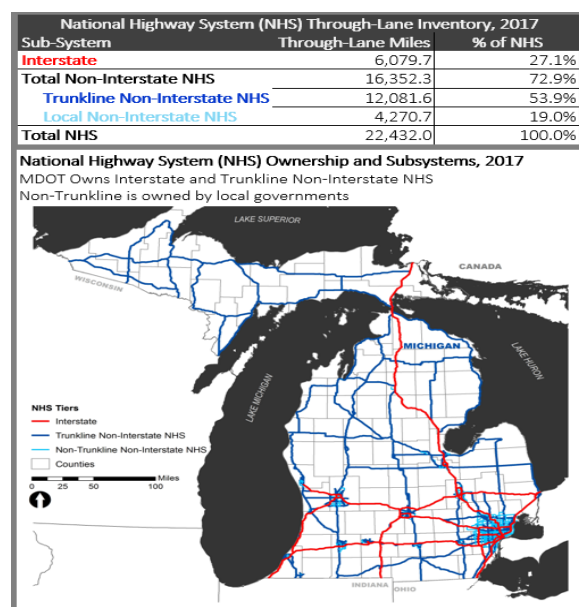
MDOT Investment Strategy Process

Department goals for state trunkline pavement condition are established by the State Transportation Commission (STC) and influence the way MDOT invests in and maintains state-owned transportation infrastructure. To do this, MDOT conducts investment planning. Investment strategies guide the allocation of capital resources to achieve the goals established. Investments are focused where they will most benefit the public, consistent with the direction established.

Investment strategies are developed utilizing anticipated available funding, life cycle planning, and performance gap analysis, and the results of risk analysis. The various strategies are also analyzed and compared to determine how they would impact the overall goals and objectives set by the STC. The desired mix of fixes, investment levels, and funding targets are developed for the selected investment strategy and provided in the Highway Call for Projects memo. They form the basis for project selection and prioritization. The selected investment strategy is communicated to the public by way of the annual Five-Year Transportation Program. MDOT's investment strategy to achieve the constrained Michigan targets for asset condition are reflected in the 2017-2020 STIP program of projects.

ROAD OWNERSHIP

The rule applies to the entire National Highway System (NHS), which includes the Interstate, and Non-Interstate NHS. The Non-Interstate portion of the system is comprised of trunkline (MDOT owned) and non-trunkline (local government owned) roads. Local agencies own 19 percent of the NHS in Michigan, while MDOT maintains ownership of approximately 81 percent (see table below). MDOT and MPO targets must cover the entire NHS, regardless of ownership,

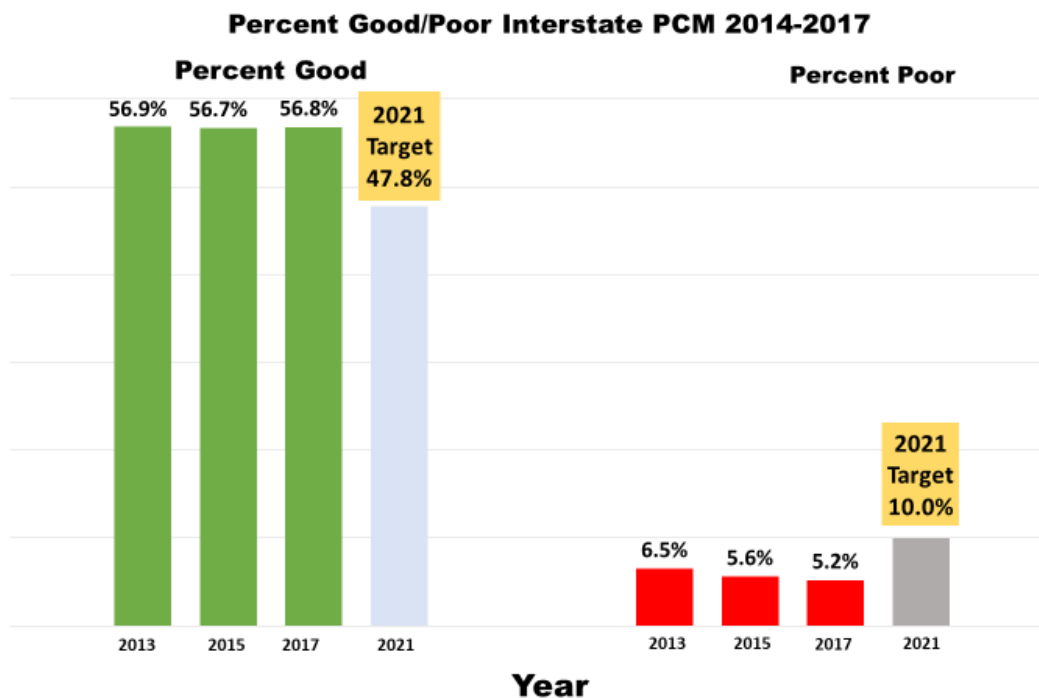


MICHIGAN STATEWIDE PAVEMENT TARGETS

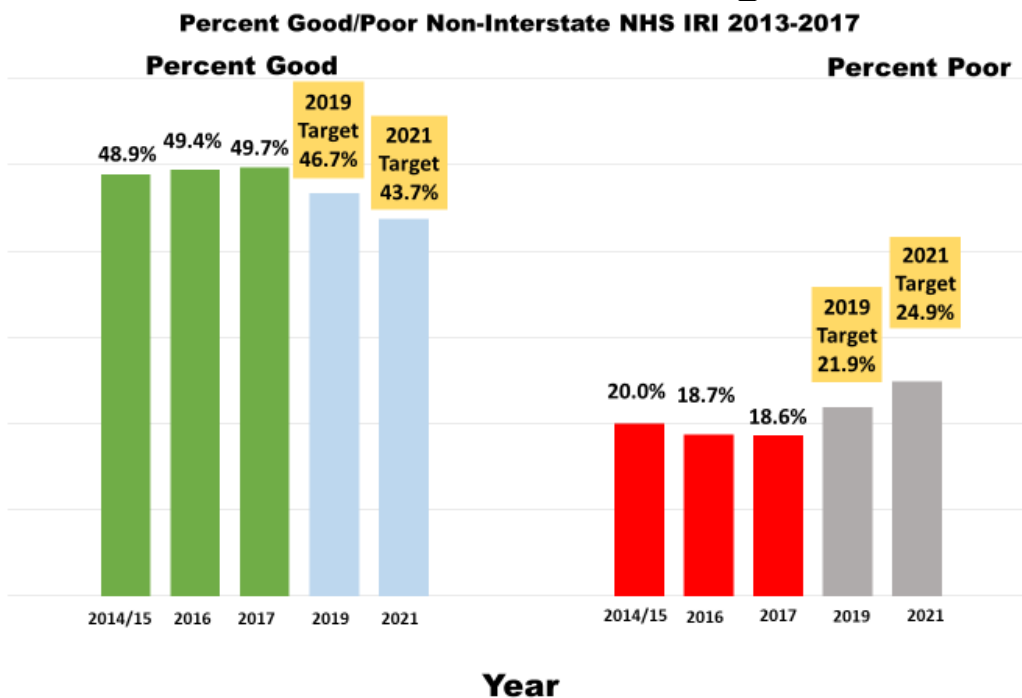
The TPM Pavement Team reviewed historical trends of condition metric data from the last decade (2007-2017) to support future target establishment. FHWA and MDOT use the Highway Performance Monitoring System (HPMS) to report pavement condition. According to the rule, HPMS data must be submitted annually by April 15 for Interstate data, and June 15 for Non-Interstate NHS data. These figures were used as a baseline to establish the statewide targets. With MDOT's current funding levels, trunkline pavement condition is anticipated to decline over the course of the next decade, and therefore, MDOT has chosen conservative targets to reflect this decline. Given the

definition of significant progress (equal to or better than the target, or better than the baseline condition), MDOT can achieve significant progress while targets are declining if condition does not fall below the targets.

Interstate Targets



Non-Interstate Targets



Conservative Targets

The conservative nature of the approved targets is based on several factors:

- 1) Forecasts of the trunkline pavement condition based on Remaining Service Life (RSL) is declining.
- 2) Sample size for the cracking measure will move from 30% to 100% of roads sampled.
- 3) Issues surrounding the data such as the use of new vendors and the introduction of more advanced data collection may make data collection inconsistent.
- 4) A buildup in the Interstate IRI category at the edge of good gives the potential for a significant number of segments to fall into fair.
- 5) The use of a composite score means that all three measures must be good to be counted as good. If only one measure was to fall the whole segment is no longer considered good.
- 6) At the current time the sample size available for previous years is relatively small for the use of trend analysis.

Other major potential hindrances include climate changes, funding uncertainties, and funding levels.

REPORTING

National Goal: FHWA will annually assess the percent of Interstate pavement in poor condition to ensure compliance with a minimum condition level requirement **that no more than five percent of the Interstate System be in poor condition.** This is the only portion of the rule with a financial penalty for pavement funding and prioritizes the Interstate System by directing MDOT pavement funding toward it. Reports are structured on a 4-year reporting cycle, with midpoint (2-year) reports. Between October 2018 and October 2022, state DOTs will be required to submit three performance reports to FHWA.

Baseline Performance Report: In this report, MDOT must establish 2-year and 4-year targets, describe baseline conditions, urbanized area boundaries and population data, NHS limits, and relationships with other performance expectations. The Baseline Performance Report will include HPMS data collected in 2016 and 2017. States will be able to adjust the 4-year targets in the Mid Performance Progress Report based on data collected in 2018 and 2019. To allow for the phasing in of new reporting requirements for Interstate pavement conditions, states are only required to establish 4-year targets for Interstate pavements in the Baseline Performance Report that is due October 1, 2018. Both 2-year and 4-year targets are required for non-Interstate NHS pavements. **Baseline Performance Report due 10/1/18.**

Mid Performance Progress Report: MDOT must report on 2-year conditions and performance, investment strategy effectiveness and discuss progress in achieving targets. States have the option to adjust 4-year targets at this time. In this report states may include a discussion of target achievement and extenuating circumstances. Because states are not required to establish 2-year targets for Interstate pavements in the Baseline Performance Report, they would use the Mid Performance Progress Report to update baseline condition/performance data and, if necessary, adjust the 4-year targets. **Mid-Performance Period Progress Report due 10/1/20.**

Full Performance Progress Report: This report includes the same content as the Mid Performance Period Progress Report but reports on the 4-year targets. If a state has not made significant progress for achieving the NHPP targets in two consecutive biennial determinations, then the state DOT will include a description of the actions they will undertake to better achieve the NHPP targets in the next performance period. Even though significant progress is assessed for all four pavement performance measures, pavement condition penalties only apply for Interstate pavements. As part of the Full Performance Progress Report, MPOs will report targets and progress toward the achievement of targets. MPOs will report their established targets, performance, progress, and achievement of the targets to their respective state DOT in a manner that is agreed upon by both parties and documented in the Metropolitan Planning Agreement. **Full Performance Period Progress Report due 10/1/20.**

Penalties

MDOT will be penalized if it does not meet the interstate pavement condition requirement. If FHWA determines that a State DOT's Interstate pavement condition is below the minimum condition level for the "most recent 2 years," then that State DOT would be subject to the penalty under the rule. The FHWA will notify MDOT annually of its compliance status regarding the minimum condition requirement prior to October 1 of the year in which the determination is made. State DOTs are subject to a statutory penalty that would obligate a portion of NHPP funds and transfer a portion of STP funds to address Interstate pavement conditions if they fail to meet this minimum condition requirement for 2 consecutive years. Specifically, if the state is out of compliance, they would be required to obligate the following:

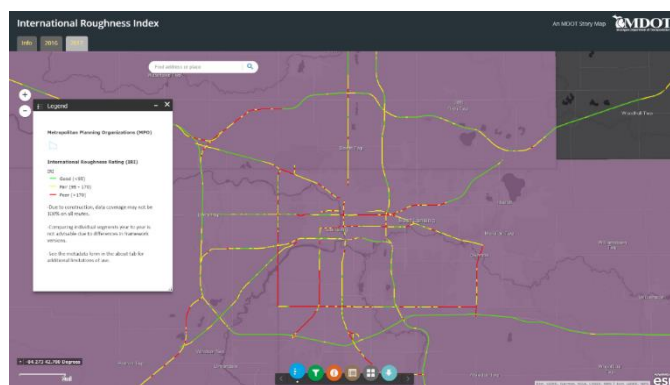
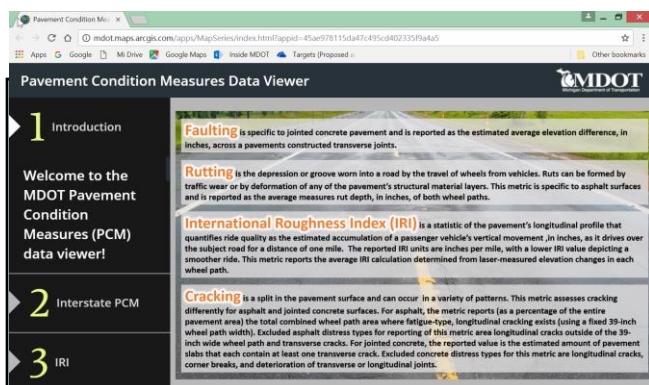
- From the amount apportioned to the State for the NHPP, an amount that is not less than the interstate Maintenance apportionment for fiscal year 2009 plus 2 percent per year compounded annually for the five additional fiscal years after 2013.
- For apportioned transfer Surface Transportation Program funds, an amount equal to 10 percent of Interstate Maintenance apportionment for fiscal year 2009.

These funds would need to be used to improve Interstate pavement conditions (as provided under the pre-MAP-21 Interstate Maintenance Program). This requirement will remain in effect until the Interstate system pavement condition exceeds the minimum condition level.

Available Data

A web application is available online showing pavement conditions and inventory for Interstate PCM and Non-Interstate IRI data. This tool is available for use by the MPOs. The link to the application is below.

<http://mdot.maps.arcgis.com/apps/MapSeries/index.html?appid=35d2f76862e74c5a89319a9d5a55e5bd>



For More Information

Pavement condition data: Mike Sokolnicki

517-241-0736; SokolnickiD@michigan.gov

Pavement condition information: Craig Newell

517-373-9074; NEWELLC@michigan.gov

TRANSPORTATION PERFORMANCE MANAGEMENT

BRIDGE PERFORMANCE MANAGEMENT

BRIDGE CONDITION

Federal law, outlined in the National Bridge Inspection Standards (NBIS), defines a bridge as a structure carrying traffic with a span greater than 20 feet and requires that all bridges be inspected every two years to monitor and report condition ratings. The FHWA requires that for each applicable bridge, the performance measures for determining condition be based on the minimum values for substructure, superstructure, deck, and culverts. The FHWA further requires counting this condition by the respective deck area of each bridge and express condition totals as a percentage of the total deck area of bridges in a state.

Condition ratings are based on a 0-9 scale and assigned for each culvert, or the deck, superstructure and substructure of each bridge. These ratings are recorded in the National Bridge Inventory (NBI) database. Condition ratings are an important tool for transportation asset management, as they are used to identify preventative maintenance needs, and to determine rehabilitation and replacement projects that require funding.

REPORTING ON BRIDGE CONDITION

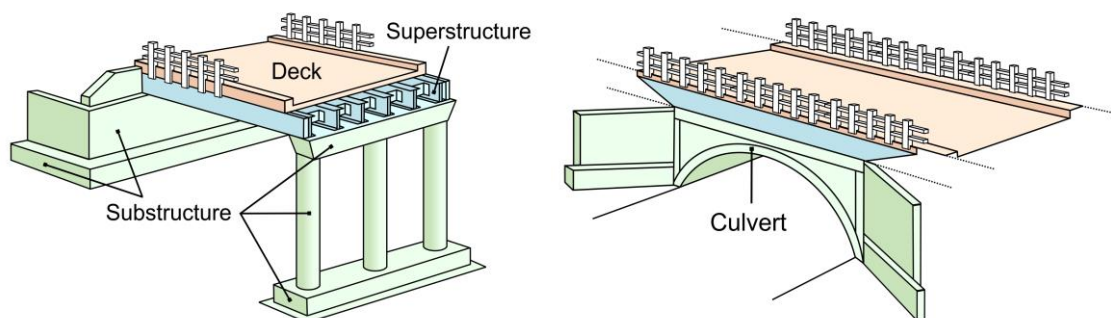
The Transportation Performance Management (TPM) Bridge Condition Rule designates recurring four-year performance periods for which MDOT is required to two-year (midpoint) and four-year (full performance) targets for bridge condition on the National Highway System (NHS). MDOT is required to submit three performance reports to FHWA within the 4-year performance period.

- Baseline Performance Report
-October 1st, 2018
- Mid-Performance Period Progress Report
-October 1st, 2020
- Full Performance Period Progress Report
-October 1st, 2022

The two performance measures for assessing bridge condition are:

- % of NHS bridges in Good Condition; and
- % of NHS bridges in Poor Condition.

MDOT established bridge targets on May 20, 2018.



ANATOMY OF A BRIDGE OR CULVERT

NBI Condition Ratings			
7-9	Good Condition		Routine maintenance candidate.
5-6	Fair Condition		Preventative maintenance and minor rehabilitation candidate.
4	Poor Condition	Poor	Major rehabilitation or replacement candidate.
2-3		Serious or Critical	Emergency repair or high priority major rehabilitation or replacement candidate. Unless closely monitored it may be necessary to close until corrective action can be taken.
0-1		Imminent Failure or Failed	Major rehabilitation or replacement candidate. Bridge is closed to traffic.

REPORTING ON BRIDGE CONDITION, CONTINUED

• **MPO Targets:** MPOs are required to establish four-year targets for these measures and have two options for target selection: agree to plan and program projects that support MDOT targets or commit to their own targets for their Metropolitan Planning Area (MPA).

• **MPO Targets Due:** MPO targets are due on November 16, 2018, 180 days after MDOT's targets. These targets are not reported to FHWA but must be reported to MDOT in a manner both parties agree to. MPOs will include targets in their TIPs and LRP and explain how their projects and programs support either MDOT's or the MPO's targets.

• **Significant Progress:** FHWA will determine significant progress on the Mid- and Full Performance Period Progress Reports. Significant progress is defined as achieving a condition that is equal to or better than the target, or better than the baseline condition. If significant progress is not achieved, MDOT must document how it plans to achieve it for the next report.

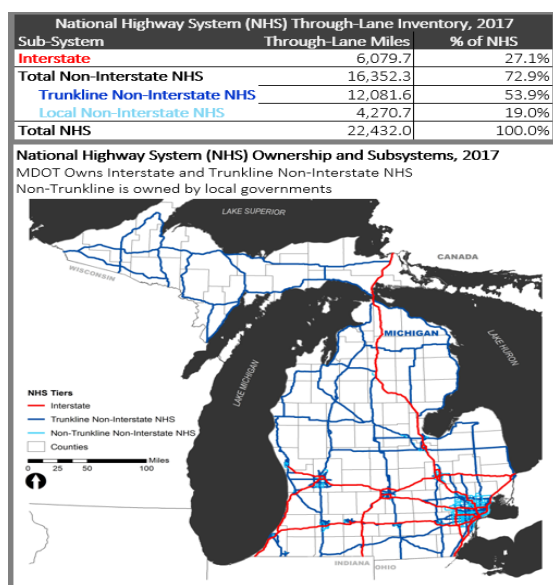
End of 2017 NHS Bridge Condition by Count – Statewide (for reference only)

Owner	Good		Fair		Poor		Total	
Trunkline	823	30%	1768	65%	138	5%	2729	92%
Bridge Authority	3	38%	5	62%	0	0%	8	<1%
Local	92	41%	94	42%	39	17%	225	8%
Total	918	31%	1867	63%	177	6%	2962	

End of 2017 NHS Bridge Condition by Deck Area - Statewide

Owner	Good		Fair		Poor		Total (sft)	
Trunkline	11,145,968	34%	18,568,765	56%	3,221,383	10%	32,936,116	88%
Bridge Authority	291,482	15%	1,707,000	85%	-	0%	1,998,482	5%
Local	782,324	32%	1,197,624	49%	446,003	18%	2,425,951	6%
Total	12,219,774	33%	21,473,389	57%	3,667,386	10%	37,360,549	

NATIONAL HIGHWAY SYSTEM

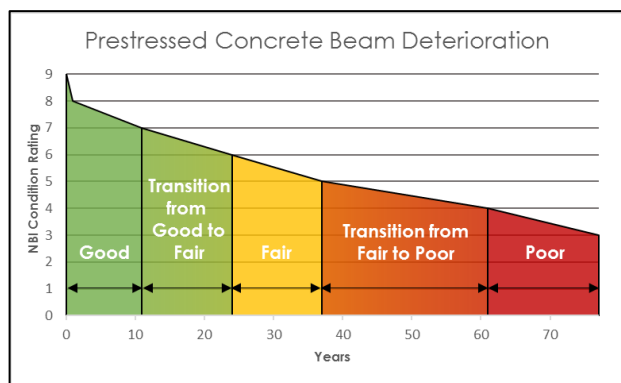


While the National Bridge Inspection Standards applies to all publicly owned highway bridges, the TPM Targets are only applied to those bridges carrying routes on the NHS including bridge on- and off-ramps connected to the NHS. The NHS consists of roadways important to the nation's economy, defense, and mobility. The NHS includes the following subsystems of roadways: interstate, other principal arterials, strategic highway network, major strategic highway network connectors, and intermodal connectors. condition totals as a percentage of the total deck area of bridges in a state.

Local agencies own 6 percent of the NHS bridge deck area in Michigan, while MDOT and the Bridge Authorities maintain ownership of approximately 94 percent of bridge deck area (see table above). MDOT and MPO targets must cover the entire NHS, regardless of ownership. To account for this, the rule requires MDOT and MPOs to coordinate target setting, planning, and programming, ensuring targets are feasible, and projects are geared toward achieving them.

BRIDGE DETERIORATION MODELS

As a bridge ages, its condition declines and an increasing amount of work is required to restore condition or extend the usable life of the bridge. By tracking the rate at which bridges have declined in the past, MDOT is able to predict the rate at which a bridge will decline in the future. MDOT has an established process through which trends in bridge deterioration rates can be evaluated at regular intervals. These periodic reviews will show whether preventive maintenance and other small actions taken on bridges are effective over time. This process is documented in the report “A Process for Systematic Review of Bridge Deterioration Rates” which is available on the MDOT website at: http://www.michigan.gov/documents/mdot/A_Process_for_Systematic_Review_of_Bridge_Deterioration_Rates_522422_7.pdf.



As shown in the image above, the minimum NBI condition rating is the y axis, and the number of years in each condition state is the x axis. As the Target setting periods are two and four years, the key transition times for this analysis are the Transition from Good to Fair (the time it takes to drop from 7 to 6) and the Transition from Fair to Poor (the time it takes to drop from 5 to 4). Outside of the initial drop for 9 (Excellent) to 8 (Very Good), a bridge would not be *predicted* to fall multiple condition ratings over a span of four years as it is based on statewide averages. This can sometimes occur in practice and is part of the error involved in predictions.

PROJECT IMPACTS

MDOT PROJECT SELECTION - As the product of ongoing asset management by MDOT and our local agencies, projects are programmed each year to extend life or improve condition throughout the bridge network. MDOT analyzes the candidates for each of the major work types – preventive maintenance, rehabilitation and replacement – and identifies a strategy that is the most cost-effective means to achieve

and sustain a state of good repair within financial constraints. Starting from this initial strategy, the regions then perform more detailed analysis and scopes, coordinating with other programs such as road, and selecting projects through the annual Call for Projects process.

A small number of MDOT bridges are managed centrally within the Big Bridge Program. The Big Bridge Population is a unique subset of MDOT’s trunkline bridge population that includes twenty-three large deck bridges (deck area in excess of 100,000 sq ft), thirteen complex bridges, and twelve moveable bridges. These forty-eight bridges are unique not only from an engineering standpoint, but they also represent large capital investments in terms of their initial construction costs and in terms of their long-term preservation and rehabilitation costs. Because of the significant investment these bridges represent, MDOT’s goal is to preserve and maintain the Big Bridge inventory in a continuously good or fair condition state. This population is also of unique importance to the Performance Management Target Settings as the 37 structures that carry NHS comprise 14% of the trunkline NHS deck area.

LOCAL AGENCY PROJECT SELECTION - As the product of ongoing asset management by MDOT and our local agencies, projects are programmed local agency bridge projects included in this analysis are those that have been selected through the local bridge program. Legislation enacted October 1, 2004 created a local bridge fund, a local bridge advisory board (LBAB) and seven regional bridge councils (RBC). The legislation places control of the funding allocations of the local bridge fund in the hands of the local agencies of Michigan through the LBAB and RBCs. A call for applications is sent to all local agencies on an annual basis. The submitted applications are reviewed by the staff of MDOT local agency program’s bridge unit for completeness and funding eligibility. Formula rating points are computed and each region’s applications are submitted to their respective RBC for addition of discretionary points. A 3-year bridge program is maintained by each RBC.

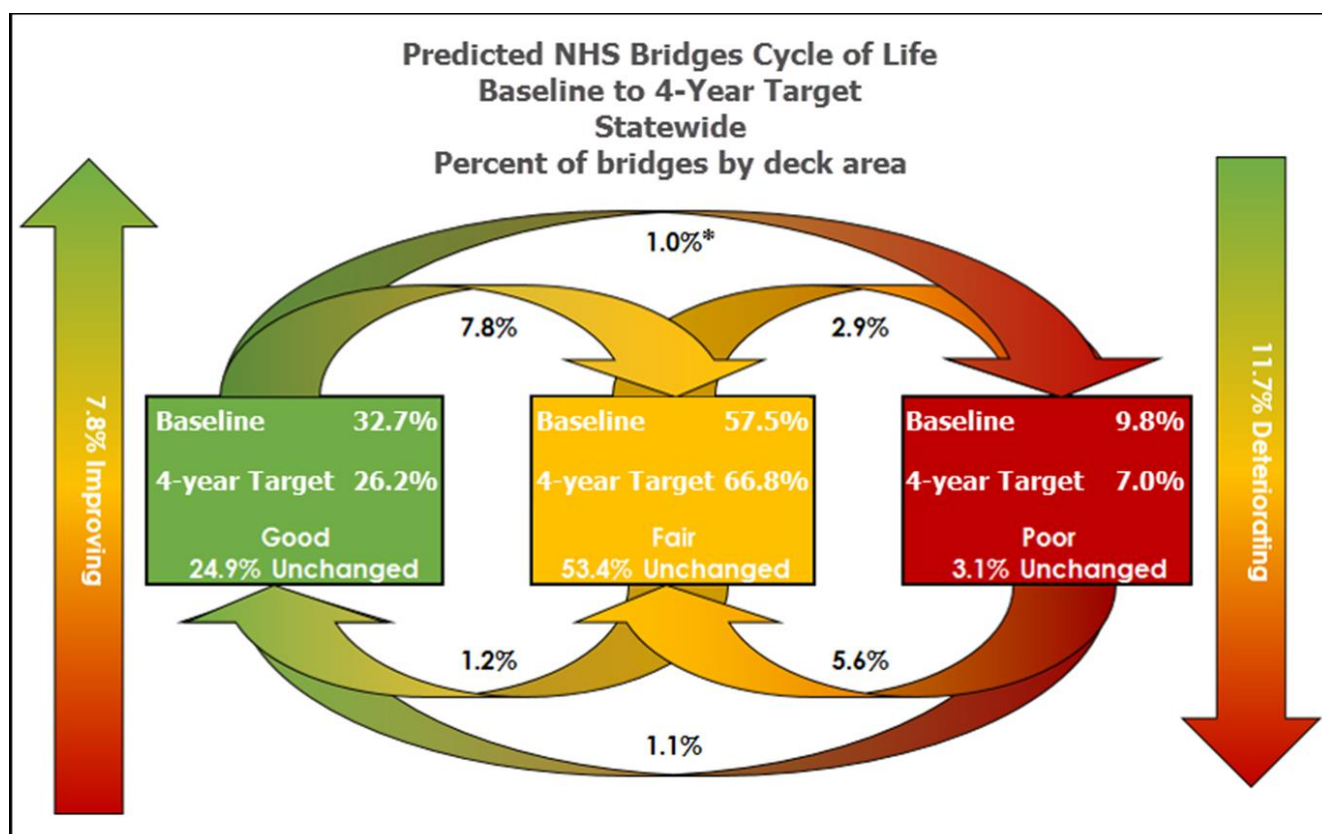
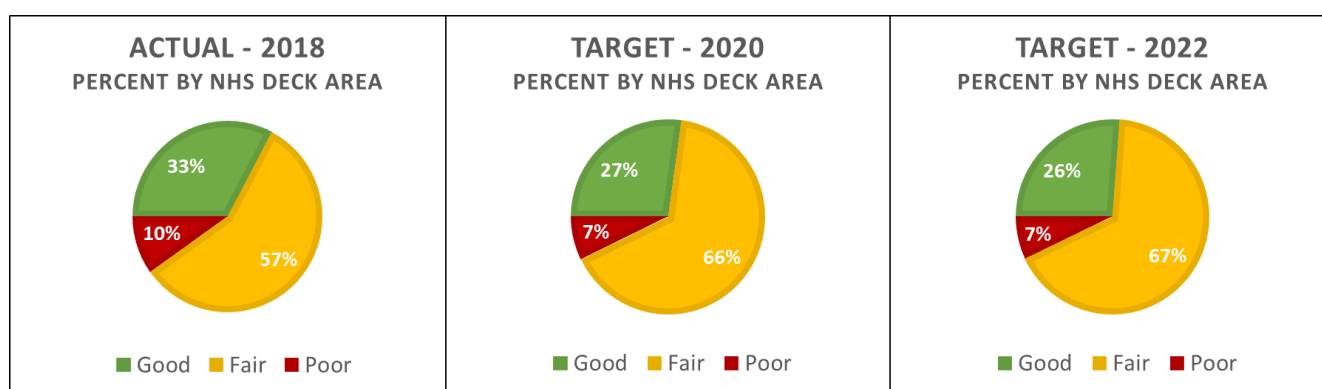
Local Agencies may also identify bridge projects through their Metropolitan Planning Organization or Rural Task Force, although because of the dollar amounts available these projects are rare. Many local agencies do projects on their bridges with their Act 51 fund distributions. These projects, however, do not have to be entered as a programmed project within the Planning Schema and would not be reflected in the results. Due to the relatively small amount of local agency deck area, this is considered an acceptable omission at this time, but is an area identified for future improvement.

DEVELOPING TARGETS

Starting from the condition reported with the NBI submittal on March 14th of 2018, the expected improved condition from projects and reduced condition from deterioration was summarized into expected condition in 2020 and in 2022. The deck areas in good, fair and poor conditions at each year was summarized. To account for uncertainty, the amount of deck area in good condition was conservatively reduced by 1%, and the amount of deck area in poor condition was increased by 1%. A 1% reduction for uncertainties reflects about 30 average size structures that either deteriorated faster than predicted or that did not see as much of an improvement as predicted.

ANALYZING TARGETS

Overall, the number of good bridges is expected to decline significantly as preservation efforts tend to extend life in fair condition. While the amount of bridges in good condition is predicted to decrease, the amount of deck area in poor condition is also predicted to decrease. While the decrease in poor deck area is important towards achieving and then maintaining a state of good repair, the amount of fair deck area will require a sustained commitment to preservation in order to prevent an unsustainable amount of fair bridges from falling into poor condition.



PENALTY

MDOT will be penalized if it does not meet the NHS bridge condition requirement. If FHWA determines that a State DOT's Interstate pavement condition is below the minimum condition level for 3 consecutive years, then that State DOT would be subject to the penalty under the rule. The FHWA will notify MDOT annually of its compliance status regarding the minimum condition requirement prior to October 1 of the year in which the determination is made. The minimum NHS bridge condition level is that no more than 10 percent of total deck area of NHS bridges can be classified in poor condition. If the minimum condition level is not met for 3 consecutive years, the State must set aside NHPP funds for eligible bridge projects on the NHS.

For More Information

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