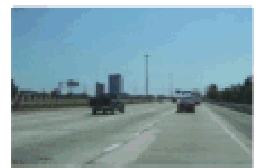




Transportation Committee Handbook



Who we are...

The Grand Valley Metropolitan Council (GVMC) is the Metropolitan Planning Organization (MPO) for the Greater Grand Rapids area. MPOs were mandated by the Federal Highway Act of 1973 to provide a cooperative, comprehensive, and continuing transportation planning and decision-making process. The process encompasses all modes and covers both short-range and long-range transportation planning.

What we do...

The MPO is responsible for transportation planning and programming in the Greater Grand Rapids area. Each urban area in the United States has an MPO which acts as a liaison between local communities, their citizens, and the state Departments of Transportation (DOTs). MPOs are important because they direct how and where available state and federal dollars for transportation improvements will be spent. MPOs currently operate under the Transportation Equity Act for the 21st Century (TEA-21), signed into law on June 9, 1998 by President Clinton.

Unified Work Program

This program coordinates and encompasses all the transportation planning activities undertaken by all participants in the region. The unified work program identifies sources of funding, schedules, and the responsible agencies. This is a one-year program that lists all the regional planning studies.

Transportation Improvement Program

The Transportation Improvement Program (TIP) is a short-range planning document that identifies proposed projects developed by local agencies in accordance with the joint regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). These regulations establish the TIP as the programming phase of the overall continuing, comprehensive, and cooperative (3C) planning process. This planning process includes local jurisdictions, transit agencies, and state and federal transportation officials. All federal monies returned to the Grand Rapids metro area from the federal fuel tax are distributed through this process. The Transportation Improvement Program is a three year program.

Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) reflects a desirable state of the Grand Rapids metropolitan region transportation system in the years to come. Changing population patterns, economic conditions, social values, environmental views, and energy concerns necessitate the need to keep the LRTP current. Priorities and values held by the public and decision makers will impact opinions on how the transportation system should develop into the future. When the plan is developed it generally looks at the transportation needs 20-25 years into the future.

Congestion Management

According to the Federal Register (December 19, 1996), an effective congestion management system is: "a systematic process for managing congestion that provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing the mobility of persons and goods..." The Grand Valley Metro Council utilizes a congestion management system as a tool for analysis.

Asset Management

Asset management is one of the decision-making tools that enable GVMC Committees to look at the investments in the construction, maintenance, and operation of the Federal Aid Road network.

Pavement Management

GVMC has been collecting data on functionally classified roads since summer of 1996 as part of Asset Management. Managing pavement condition is a tool or method that can assist decision makers in finding cost-effective strategies for providing, evaluating, and maintaining pavements in a serviceable condition in the region.

Traffic Monitoring

GVMC uses traffic monitoring (traffic counts) as another tool in transportation planning. GVMC Committees use traffic volume when considering investment in the construction, maintenance, and operation of the Federal Aid Road network.

Non-motorized

As an MPO GVMC is responsible for all modes of transportation including pedestrian and bicycle travel in the Grand Rapids Region. GVMC is currently in the process of updating its non-motorized plan that will determine facility needs and safety concerns in the region.

Safety

GVMC takes a proactive approach to addressing safety concerns on the Federal Aid road network. GVMC tries to integrate safety considerations into the transportation planning processes at all levels.

Environmental Justice

GVMC works diligently to ensure that all people have access to the transportation planning process, especially those citizens that have traditionally been under represented, including those residents that are members of racial or ethnic minority populations and low income persons. GVMC has developed a process to notify the underrepresented of the transportation planning process and to ensure there are not adverse effects on the minority or low income populations.

ITS

Intelligent Transportation Systems (ITS) is the next step in the evolution of the transportation system. As information technologies and advances in electronics continue to revolutionize all aspects of our modern-day world, the same is being done to the transportation system. ITS technologies include the latest in computers, communications, electronics, monitoring, and safety systems. Examples of ITS include, but are not limited to: cameras, changeable message signs, loop detectors, etc.

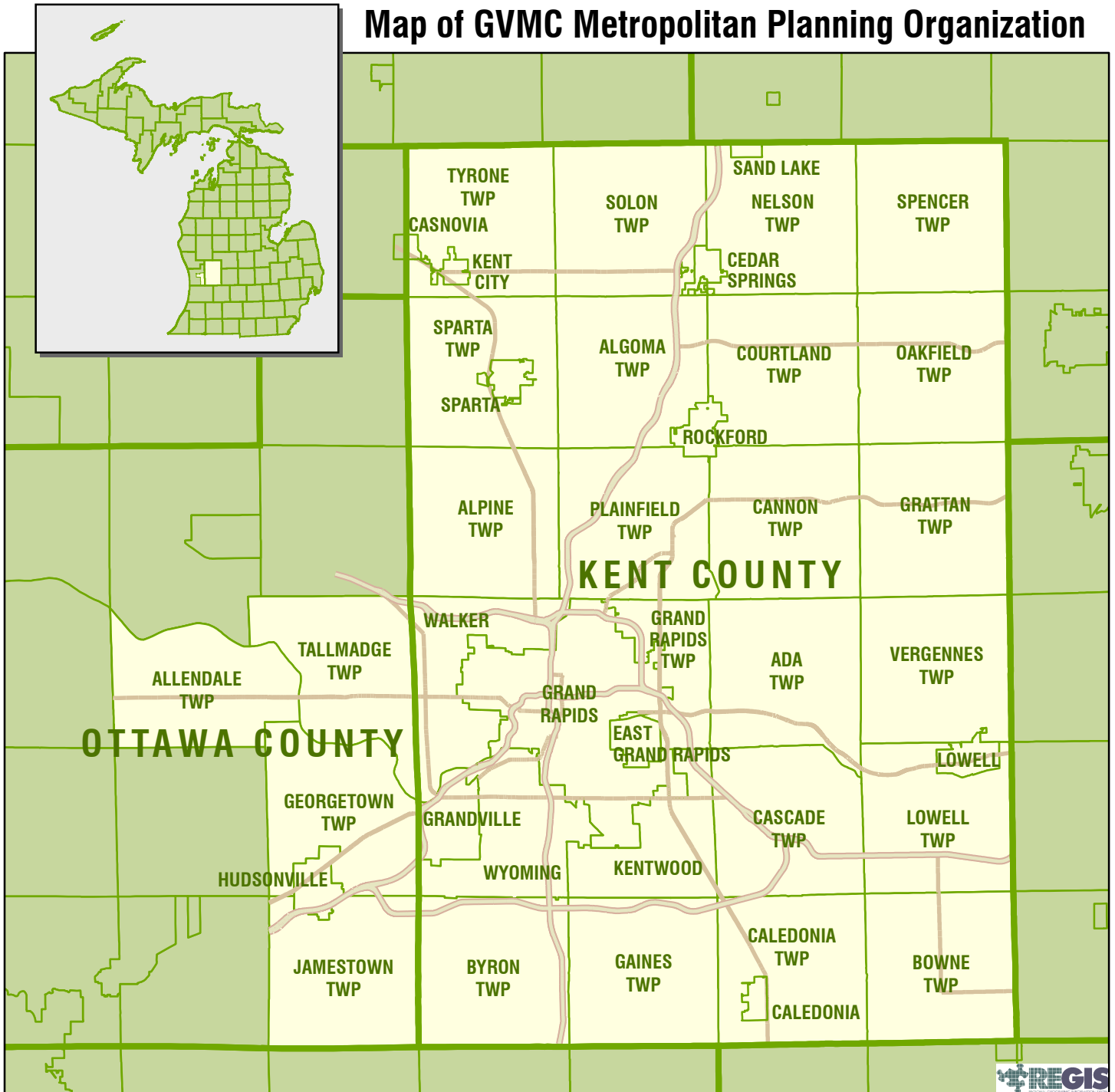
Geographic Information System (GIS)

Geographic Information System (GIS) is another tool used in the transportation planning process. A GIS is a computer system capable of capturing, storing, analyzing, and displaying geographically referenced information—that is, data identified according to location. GIS can be used in transportation planning to run modals of the network, analyze accident locations, track traffic counts, etc.

Clean Air Action

The Clean Air Action Program is an air quality outreach program that partners with government, nonprofits, educational institutions and industry. It educates the public about ground-level ozone and fine particulate matter through the education and promotion of voluntary emission reduction activities. The program also declares "Clean Air Action Days" in order to notify the public when large amounts of ground-level ozone, fine particulate matter, or both, are present in West Michigan.

Map of GVMC Metropolitan Planning Organization



MPO Membership

Ada Township
 Algoma Township
 Allendale Township
 Alpine Township
 Byron Township
 Caledonia Township
 Cannon Township
 Cascade Township
 City of Cedar Springs

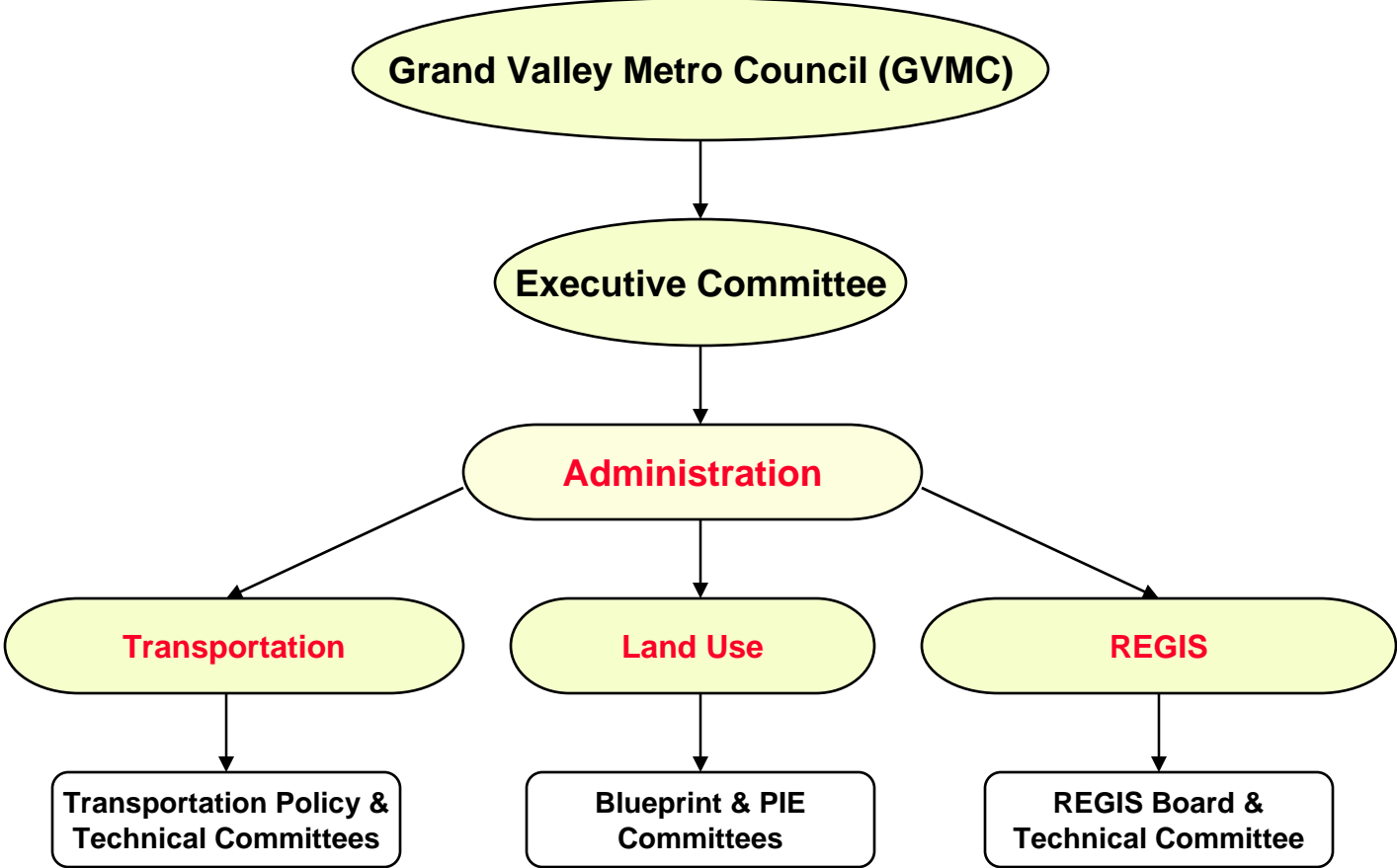
City of East Grand Rapids
 City of Grandville
 City of Grand Rapids
 City of Hudsonville
 City of Kentwood
 City of Lowell
 City of Rockford
 City of Walker

City of Wyoming
 Courtland Township
 Gaines Township
 Georgetown Township
 Grand Rapids Township
 Interurban Transit Partnership
 Jamestown Township
 Kent County Aeronautics Board

Kent County Board of Commissioners
 Kent County Road Commission
 Michigan Department of Transportation
 Ottawa County Board of Commissioners
 Ottawa County Road Commission
 Plainfield Township
 Tallmadge Township
 Village of Sparta

STRUCTURE

GVMC Organizational Structure



Grand Valley Metro Council (GVMC)

GVMC Staffing Structure

Executive Director

Transportation

**Director of Transportation
Senior Transportation Planner (3)
Transportation Planner (2)
Administrative Assistant (1)
Transportation Intern (2)**

Administration

**Director of Finance/Purchasing
Director of Human Resources &
Administration
IT System Administrator**

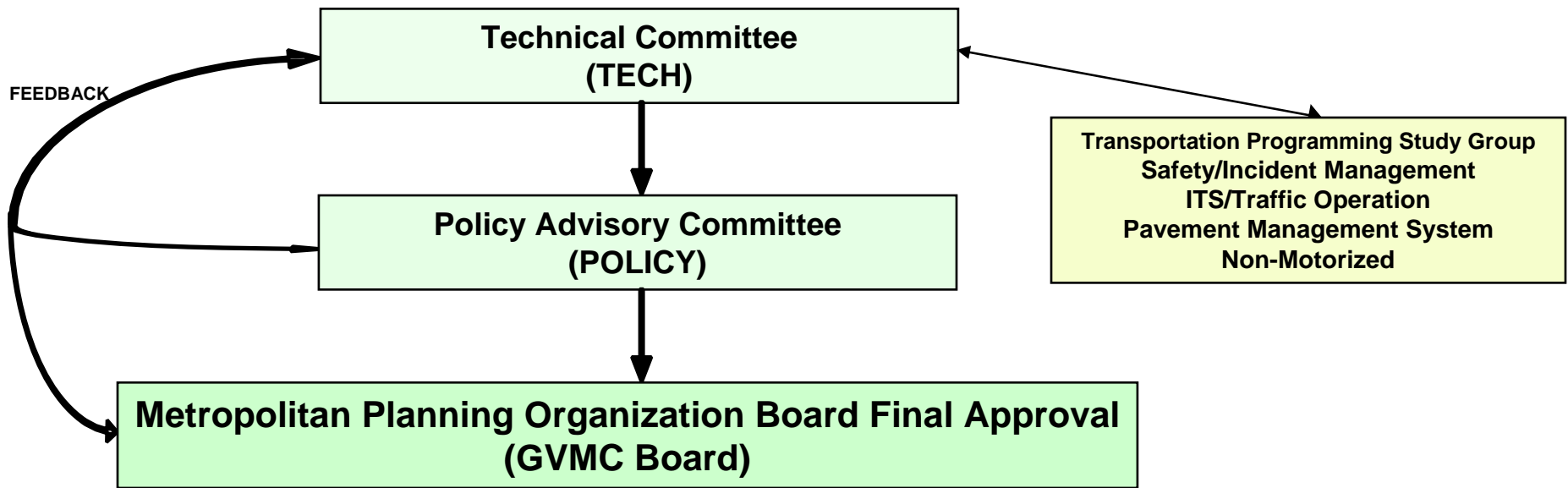
Land Use

**Director of Land Use Planning
Senior Planner (1)**

REGIS

**Director of REGIS
GIS Specialist (2)
GIS Technician (2)
GIS Administrator (1)
GIS Intern (2)**

GVMC Existing Transportation Committees Structure



Grand Valley Metro Council (GVMC)

Transportation Department Staffing Structure

Director of Transportation

Operations

Planning

**Congestion Management Plan
Pavement Management
Travel Demand Modeling
Signal Optimization
Safety Studies
Travel Time/Delay Studies
Traffic Count Program**

**Long Range Transportation Plan
Transportation Improvement Program
Public Transportation
Freight Planning
Intelligent Transportation System
Public Participation Plan
Environmental Justice
Non-Motorized
Safety Planning
Technical Assistance
Ozone Action! Program**

MEMBERS

Technical & Policy Committee Membership List

Ada Township

Policy Committee Representative: George Haga (ghaga@adatownshipmi.com)
Technical Committee Representative: Steve Groenenboom (sgroenenboom@mbce.com)
7330 Thornapple River Dr.—PO Box 370
Ada, Michigan 49301
Phone (616) 676-9191

Algoma Township

Policy Committee Representative: Dennis Hoemke (supervisor@algotatwp.org)
Technical Committee Representative: Dennis Hoemke
10531 Algoma NE
Rockford, Michigan 49341
Phone (616) 866 -1583

Allendale Township

Policy Committee Representative: Jerry Alkema (jalkema@altelco.net)
Technical Committee Representative: Jerry Alkema
6676 Lake Michigan Drive, PO Box 539
Allendale, Michigan 49401
Phone (616) 895-6295

Alpine Township

Policy Committee Representative: Alex Arends (a.arends@alpinetwp.org)
Technical Committee Representative: Alex Arends
5255 Alpine Ave NW
Comstock Park, Michigan 49341
Phone (616) 784-1262

Byron Township

Policy Committee Representative: Audrey Nevins (anevins2003@aol.com)
Technical Committee Representative: Audrey Nevins
8085 Byron Center SW
Byron Center, Michigan 49315
Phone (616) 878-1222

Caledonia Township

Policy Committee Representative: Bryan Harrison (bharrison@caledoniatownship.org)
Technical Committee Representative:
8495 Woodland Forest
Alto, Michigan 49302
Phone (616) 891-0070

Caledonia, Village of

Policy Committee Representative:

Technical Committee Representative: Sandy Ayres (sandy@villageofcaledonia.org)

250 Maple

Caledonia, MI 49316

Phone (616) 891-9384

Cannon Township

Policy Committee Representative: Dick Davies (rrd8565@gmail.com)

Technical Committee Representative: Dick Davies

6878 Belding Rd.

Rockford, Michigan 49341

Phone (616) 874-6966

Cascade Township

Policy Committee Representative: Steve Peterson (speterson@cascadetwp.com)

Technical Committee Representative: Steve Peterson

2865 Thornhills SE

Grand Rapids, MI 49546

Phone (616) 949-1500

Cedar Springs, City of

Policy Committee Representative: Christine Burns (manager@cityofcedarsprings.org)

Technical Committee Representative: Mike Berrevoets (mlberrevoets@ftch.com)

66 S. Main St.—PO Box 310

Cedar Springs, Michigan 49319

Phone (616) 696-1330

Courtland Township

Policy Committee Representative: Chuck Porter (cporter@courtlandtwp.org)

Technical Committee Representative: Chuck Porter

7450 14 Mile Rd.

Rockford, Michigan 49341

Phone (616) 866-0622

East Grand Rapids, City of

Policy Committee Representative: Ken Feldt (kfeldt@eastgr.org)

Technical Committee Representative: Ken Feldt

750 Lakeside Dr. SE

East Grand Rapids, Michigan 49506

Phone (616) 940-4817

Gaines Charter Township

Policy Committee Representative: Don Hilton, Sr. (dhilton@twp.gaines.mi.us)
Technical Committee Representative: Tim Haagsma (thaagsma@kentcountyroads.net)
8555 Kalamazoo Ave
Caledonia, Michigan 49316
Phone (616) 698-6640

Georgetown Township

Policy Committee Representative: Dan Carlton (DCarlton@georgetown-mi.gov)
Technical Committee Representative: Dan Carlton
1515 Baldwin St. PO Box 769
Jenison, Michigan 49429
Phone (616) 457-2340

Gerald R. Ford International Airport

Policy Committee Representative: Jim Koslosky (jkoslosky@grr.org)
Technical Committee Representative: Roy Hawkins (rhawkins@grr.org)
5500 - 44th St. SE
Grand Rapids, Michigan 49512
Phone (616) 233-6000

Grand Rapids, City of

Policy Committee Representative: Eric DeLong (edelong@grcity.us)
Mark DeClercq- alternate (mdeclercq@grcity.us)
Technical Committee Representative: Rick DeVries (rdevries@grcity.us)
Chris Zull (czull@grcity.us)
300 Monroe Ave. NW
Grand Rapids, Michigan 49503
Phone (616) 456-3060

Grand Rapids Township

Policy Committee Representative: Mike DeVries (mdevries@grandrapidstwp.org)
Technical Committee Representative: Mike DeVries
1836 E. Beltline Ave. NE
Grand Rapids, Michigan 49505
Phone (616) 361-7391

Grandville, City of

Policy Committee Representative: Ken Krombeen (krombeenk@cityofgrandville.com)
Technical Committee Representative: Ron Carr (carr@cityofgrandville.com)
3195 Wilson Ave. SW
Grandville, Michigan 49418
Phone (616) 531-3030

Hudsonville, City of

Policy Committee Representative: Don VanDoeselaar

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

3275 Central Blvd.

Hudsonville, Michigan 49426

Phone (616) 669-0200

Interurban Transit Partnership – The Rapid

Policy Committee Representative: Peter Varga (pvarga@ridetherapid.org)

Technical Committee Representative: Taiwo Jaiyeoba (tjaiyeoba@ridetherapid.org)

300 Ellsworth

Grand Rapids, Michigan 49503

Phone (616) 456-7514

Jamestown Township

Policy Committee Representative: Jim Miedema (jmiedema@twp.jamestown.mi.us)

Technical Committee Representative: Jim Miedema

2380 Riley St.

Jamestown, Michigan 49427

Phone (616) 896-8376

Kent County Board of Commissioners

Policy Committee Representative: Dick Bulkowski (dick@steepletowncenter.org)

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

300 Monroe Ave. NW

Grand Rapids, Michigan 49503

Phone (616) 336-3550

Kent County Road Commission

Policy Committee Representative: Jon Rice (jrice@KentCountyRoads.net)

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

1500 Scribner

Grand Rapids, Michigan 49504

Phone (616) 242-6960

Kentwood, City of

Policy Committee Representative: Rich Houtteman (HouttemanR@ci.kentwood.mi.us)

Technical Committee Representative: Terry Schweitzer (schweitt@ci.kentwood.mi.us)

4900 Breton

Kentwood, Michigan 49518

Phone (616) 554-0770

Lowell, City of

Policy Committee Representative: Dave Pasquale (dpasquale@ci.lowell.mi.us)

Technical Committee Representative: Dan DesJarden (robinsb@triton.net)

301 E. Main St.

Lowell, Michigan 49331

Phone (616) 897-8457

Michigan Department of Transportation

Policy Committee Representative: Dal McBurrows (mcburrowsd@michigan.gov)

Technical Committee Representative: Ray Lenze (lenzer@michigan.gov)

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Phone (517) 373-2090

Ottawa County Board of Commissioners

Policy Committee Representative: Jim Holtrop (jholtrop@co.ottawa.mi.us)

Technical Committee Representative: Jim Holtrop

12220 Fillmore Street, Room 310

West Olive, Michigan 49460

Phone (616) 669-6060

Ottawa County Road Commission

Policy Committee Representative: Tim Grifhorst (tgrifhorst@aol.com)

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

14110 Lakeshore Drive P.O. Box 739

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Plainfield Charter Township

Policy Committee Representative: Bob Homan (homan@plainfieldchartertp.org)

Technical Committee Representative: Bob Homan

6161 Belmont

Belmont, Michigan 49306

Phone (616) 364-8466

Rockford, City of

Policy Committee Representative: Jeff Dood (jdood@rockford.mi.us)

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

7 S. Monroe St. PO Box 561

Rockford, Michigan 49341

Phone (616) 866-1537

Sparta, Village of

Policy Committee Representative: Sharon DeLange (sidelange@chartermi.net)

Technical Committee Representative: Sharon Delange

156 E. Division St.

Sparta, Michigan 49345

Phone (616) 887-8251

Tallmadge Township

Policy Committee Representative: Toby VanEss (tvaness@tallmadge.com)

Technical Committee Representative: Toby VanEss

0-1451 Leonard St. NW

Grand Rapids, Michigan 49544

Phone (616) 677-1248

Walker, City of

Policy Committee Representative: Darrel Schmalzel(dschmalz@ci.walker.mi.us)

Technical Committee Representative: Scott Conners (sconners@ci.walker.mi.us)

4243 Remembrance Road NW

Walker, Michigan 49534

Phone (616) 784-9090

Wyoming, City of

Policy Committee Representatives: Rich Pastoor (pastoorr@wyomingmi.gov)

Jack Poll (pollj@wyomingmi.gov)

Technical Committee Representative: Bill Dooley (dooleyb@wyomingmi.gov)

Tim Cochran (cochran@wyomingmi.gov)

1155 28th Street – PO Box 905

Grand Rapids, Michigan 49509

Phone (616) 530-7226

BY-LAWS

**GRAND VALLEY METRO COUNCIL
TRANSPORTATION PLANNING DIVISION
COMMITTEE BYLAWS
As of April 3, 2003**

ARTICLE I - OFFICERS

1.1 - Composition & Election

The officers of the Grand Valley Metro Council (GVMC) transportation planning committees shall consist of a Chairperson, Vice Chairperson and Secretary. These officers shall be elected by the officially designated Committee members at the last regular meeting of a calendar year and take office at the first regular meeting of the next year.

1.2 - Chairperson

The Chairperson shall preside at all meetings and assure that the transaction of business shall be in accordance with these bylaws. The Chairperson may appoint special committees as he/she deems necessary and shall serve as an ex-officio member of these committees.

1.3 - Vice Chairperson

The Vice Chairperson shall execute the powers and duties of the Chairperson during the absence or incapacity of the Chairperson. In the absence of the Chairperson and Vice Chairperson, the Committee shall designate a temporary Chairperson who shall perform the duties and have the powers of the Chairperson.

1.4 - Term of Officers

Officers shall be elected for a one-year term. A member may not serve more than two consecutive terms in the same office. A member, after serving two consecutive terms in the same office, shall not be elected to an office for an interim period of one year.

1.5 - Officer Replacements

The Committee shall elect a member to any vacancy or unexpired term of an officer at which time they deem necessary. The newly elected officer shall serve in this capacity until the next regular election.

ARTICLE II - MEETINGS

2.1 - Location

All meetings shall be held in Kent or Ottawa Counties.

2.2 - Order of Business

The order of business to be conducted shall be in the following sequence: Roll Call, Minutes of Previous Meeting, Petitions and Communications, Reports of Staff; Reports of Committees, Old or Unfinished Business, New Business, Committee Members Discussion Period, and Adjournment.

2.3 - Agenda

The agenda for any given meeting shall be determined prior to that meeting by the Transportation Planning Division staff. All officially recognized Committee members may submit pertinent items for inclusion in the agenda. Staff shall have the responsibility for notifying all Committee members, sufficiently in advance, of an impending meeting.

2.4 - Special Meetings

Special meetings shall be held whenever necessary, if, in the opinion of the Chairperson, proposed topics of discussion are of regional concern or merit full committee consideration.

2.5 - Recording Duties

Secretarial and recording duties shall be performed by staff.

ARTICLE III - COMMITTEE MEMBERSHIP

3.1 - Membership

Policy Advisory Committee

Membership on the GVMC Policy Advisory Committee shall be composed of duly elected or appointed representatives of the legally constituted political units or publicly owned transportation providers contained within the Metropolitan Area Boundary (MAB). Provided that none of the representatives of political units of government may be employees of the Michigan Department of Transportation, Grand Rapids Area Transit Authority, Kent County Road Commission or Ottawa County Road Commission. As of this date, membership includes the following:

City of Cedar Springs	1
City of East Grand Rapids	1

City of Grandville	1
City of Grand Rapids	4
City of Hudsonville	1
City of Kentwood	1
City of Lowell	1
City of Rockford	1
City of Walker	1
City of Wyoming	2
Ada Township	1
Algoma Township	1
Allendale Township	1
Alpine Township	1
Byron Township	1
Caledonia Township	1
Cannon Township	1
Cascade Township	1
Courtland Township	1
Gaines Township	1
Georgetown Township	1
Grand Rapids Township	1
Jamestown Township	1
Plainfield Township	1
Tallmadge Township	1
Village of Sparta	1
Kent County Board of Commissioners	3
Kent County Road Commission	1
Ottawa County Board of Commission	1
Ottawa County Road Commission	1
Interurban Transit Partnership	1
Kent County Aeronautics Board	1
Michigan Department of Transportation	1
Total Votes	<u>39</u>
Votes Required for Quorum =	19
Or 14 Member Units Represented.	

Technical Committee

Membership on the GVMC Technical Committee shall be comprised of representatives of the agencies, which are members of the Policy Advisory Committee. These representatives shall have the same voting powers as representatives on the Policy Advisory Committee. Other agencies or groups having a regional focus related to transportation shall be allowed membership. The voting status of these agencies shall be of an advisory nature; however members shall be allowed to bring issues to the GVMC Technical Committee. Membership will be reviewed on a case by case basis by the GVMC Policy Advisory Committee, which will make a recommendation to the GVMC Board based on reference to the public information guidelines of the 1991 Inter-modal

Surface Transportation Efficiency Act (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

VOTING Members

City of Cedar Springs
City of East Grand Rapids
City of Grand Rapids
City of Grandville
City of Hudsonville
City of Kentwood
City Of Lowell
City of Rockford
City of Walker
City of Wyoming
Ada Township
Algoma Township
Allendale Township
Alpine Township
Byron Township
Caledonia Township
Cannon Township
Cascade Township
Courtland Township
Gaines Township
Georgetown Township
Grand Rapids Township
Jamestown Township
Plainfield Township
Tallmadge Township
Village of Sparta
Kent County Board of Commissioners
Kent County Road Commission
Ottawa County Board of Commission
Ottawa County Road Commission
Interurban Transit Partnership
Michigan Department of Transportation
Kent County Department of Aeronautics

ADVISORY Members

Grand Rapids Area Chamber of Commerce
West Michigan Environmental Action Council

Voting structure and quorum requirements are the same as of the Policy Advisory Committee.

3.2 - Delegates

Each of the member units shall designate a delegate. Each delegate shall name an official alternate to represent him/her in the event of the delegate's absence from committee meetings. If neither designated representative can be present, a substitute delegate may attend and have full voting privileges. Any substitute delegate not from the same community shall have a signed proxy or have phoned in his/her proxy prior to meeting.

3.3 - Meeting Attendance

A delegate, alternate, or proxy from each member unit should be present at all meetings. If a member unit fails to have a representative present for three consecutive meetings, the said unit will be notified in writing by the Chairperson.

3.4 - Admission of New Agencies or Organizations

Committees may, upon request, permit additional agencies or organizations to sit on the Committee. Such organizations or agencies will be admitted as non-voting members. Admission of a new agency or organization shall require a recommendation from the Policy Advisory Committee and approval from the GVMC Board. The bylaws will be amended based on the recommendation from the Policy Advisory Committee.

ARTICLE IV - VOTING

4.1 - Voting Structure

Each member political unit shall be assigned one vote. Cities and townships shall have one additional vote for each 50,000 population based on the last certified census.

4.2 - Quorum

A quorum shall be required before any resolution, motion, or any other official action can be formally acted upon. A quorum shall consist of designated representatives from fourteen (14) or more units comprising the Committees or nineteen (19) total votes represented. A simple majority of those present shall be required to pass a decision. Revision of bylaws shall require two-thirds of the votes present of the Policy Advisory Committee Members.

ARTICLE V - SUBCOMMITTEES

5.1 - Standing Committees

One permanent subcommittee shall be established: Transportation Programming Study Group. This subcommittee will provide in-depth review for and recommendations to the Technical and Policy Committees. Items addressed by this subcommittee shall be at the direction of either the Technical or Policy Committee Chairperson. Meetings will be called by the subcommittee chairperson whenever necessary to accomplish its appointed tasks.

5.2 - Transportation Programming Study Group

This subcommittee shall address matters related to project selection and evaluation for the Transportation Improvement Program and Long Range Transportation Plan. This is a working subcommittee which prepares draft materials for the Technical Committee. This subcommittee is responsible for developing local guidelines for compliance with the federal rules and procedures. In particular, this committee shall have responsibility for assuring that GVMC Transportation plans and programs comply with the 1990 Clean Air Act and Amendments, the Inter-modal Surface Transportation Efficiency Act (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

The Composition of the Transportation Improvement Program Committee shall include the following:

City of Cedar Springs	1
City of East Grand Rapids	1
City of Grandville	1
City of Grand Rapids	2
City of Hudsonville	1
City of Kentwood	1
City of Lowell	1
City of Rockford	1
City of Walker	1
City of Wyoming	2
Village of Sparta	1
Village of Caledonia	1
Kent County Road Commission	2
Kent County Township Representative	1
Ottawa County Road Commission	1
Ottawa County Township Representative	1
Interurban Transit Partnership	1
Kent County Aeronautics Board	1
Michigan Department of Transportation	1
Total Votes:	22

Voting

Each member shall have one vote, except the Cities of Grand Rapids and Wyoming, and the Kent County Road Commission. A simple majority of those present is required to establish a position or recommendation. All position/recommendations shall be submitted to and subject to Technical Committee acceptance and confirmation.

5.3 - Ad-hoc Committees

An ad-hoc committee may be appointed at any time by the Chairman of the Technical Committee to address a specific matter. Ad-hoc committees shall function for not more than (1) year. At the end of one (1) year, all responsibilities and remaining duties will be carried out by a standing subcommittee.

POLICIES

Policies and Practices for Programming Projects

Draft May 12, 2004

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 Long Range Transportation Plan prior to implementation through the TIP process. The funding ratios for capacity deficient projects should be set at 80% federal/EDFC 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 Long Range Plan.

Explanation: If a facility 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

A comprehensive Roadway Infrastructure Management System (RIMS) will be developed and used as an inventory for all federal aid roadways within the MPO boundary. The information contained in RIMS will be developed by MPO staff, reviewed by each jurisdiction, and approved through the MPO process. RIMS will be updated as information becomes available. All Long Range Plan projects (state and local) will come from RIMS. Data for RIMS will be acquired through various sources, including but not limited to local data submittal, the GVMC traffic count program, MDOT's traffic count program, 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

Long Range Plan. No improve/expand or bridge projects will be programmed that do not address current and future congestion through the life of the Long Range Plan.

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 to be included in the TIP that receive federal funding, must be first justified by current and accurate facts and figures identifying the need, the demand, and funding for such services. A commitment to continue the proposed service beyond the scope of the federal funding must also in place if rider ship meets projections.

Projects located in the high priority corridors will be noted on the deficient project pool listing.

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 Interchange Justification Report (IJR), to assess traffic impacts on the Interstate highway system.

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

This item was passed by the TIP and Technical committees to accept the Capacity Deficient Project Eligibility proposed strategy/practice as submitted.

Condition deficient project eligibility

Previously Stated Goal:

To maintain and improve the system-wide pavement condition.

Proposed 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 1/3 of the entire system condition data annually. This data will be reviewed by local agency staff. Any discrepancies noted by local agency staff will be reviewed by MPO staff. MPO staff will make the final Pavement Condition Index (PCI) determination. Once complete the condition data will be incorporated into the Roadway Infrastructure Management System (RIMS).

The MPO shall program federal funds according to the following criteria:

PCI Investment Scale

PCI 0 - 45 eligible for Reconstruction
PCI 0 - 70 eligible for Major Overlay

The MPO shall divide equally all available STP (or similar) funding between major reconstruction and major overlay projects. Major reconstruction projects are defined as complete removal of the existing roadway and replacement. Major overlay is defined as removal, if necessary, of the top layer of pavement and replacement.

Match ratios for reconstruction projects will be set at 50% federal with a required 50% match. Alternative match ratios may be applied for facilities on the high priority network.

Suggested Match Ratio for Overlay Projects

<u>ADT Range</u>	<u>Match Ratio (fed/local)</u>
25,000 & Over	80/20
10,000 – 24,999	70/30
5,000 – 9,999	60/40
Under 5,000	50/50

Projects should not be programmed on facilities that are scheduled for major water, sewer, or utility work, as these facilities will be reconstructed as part of the utility project. Federal transportation funding should not be used to subsidize water, sewer, and other

major utility projects.

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

MPO staff will work with MDOT staff to develop a system-wide inventory that includes state trunk lines.

Condition improvement projects shall include in the project description (as a participating cost) any/all elements of planned ITS deployment.

Staff recommended tabling the discussion until the consultant (SME) completes a Non Destructive Testing Study which will determine the condition of the base of the roadway. The consultant will also be able to give the committee recommendations as to how monies could be spent on projects to get “the most bang for the buck” (total reconstruction vs. overlays).

Functional Classification

Current Policy/Practice

Currently there is no policy to determine how roads are classified.

TIP Committee recommended 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.

This item was passed by the TIP and Technical committees to accept the Functional Classification proposed strategy/practice as submitted.









High Priority Corridors

Current Policy/Practice

The current policy/practice is reviewed on a case by case basis.

TIP Committee recommended Policy/Practice:

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 TIP and Technical committees recommend 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.

Obligation Authority issues

Current Policies/Practices

Carry over projects (where possible) have priority to be funded in the next year of the TIP.

TIP Committee recommended Policy/Practice:

- ✘ Encourage the use of Advance Construction (in the second and third year of the TIP) (STP-Urban funds only).
- ✘ 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.
- ✘ Preferably the third year of the TIP contains easily built projects (several overlay projects).
- ✘ Monthly project tracking.

The TIP 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 committee a project tracking sheet on a monthly basis.

Adding/programming new projects/revised project limits to the TIP and LRTP

Current Policy/Practice

No policy/practice is currently in place.

TIP Committee recommended Policy/Practice:

Adding/Amending New Projects to an Existing TIP

Resurfacing Project - Should be listed in the Pavement Management System deficiency list with a PCI of 70 and below.
Action required - A new project requires a TIP amendment.

Reconstruction Project - Should be listed in the Pavement Management System deficiency list with a PCI of 45 and below.
Action required - A new project requires a TIP amendment.

Expand & Widen Proj. - Should be listed in the Congestion Management System capacity deficiency list and be listed in the Long Range Transportation Plan.
Action required - A new project requires air quality conformity analysis and a TIP amendment.

ITS Project - Should be recommended by the ITS committee.
Action required - A new project requires a TIP amendment.

Transit Project - Should be listed in the 5 years Short Range Public Transportation Plan or in the Long Range Public Transportation Plan.
Action required - A new project requires a TIP amendment.

Buses - All buses should come from the Fleet Replacement Plan.
Action required - A new project requires a TIP amendment.

Procedure for Adding New Project(s) -
A call for projects will be sent to all transportation providers, project(s) will be selected through the project selection process we have in place.

Action required - Adding a new project to an existing TIP requires a TIP amendment.

Illustrative Projects - All projects listed in illustrative years can move forward into the TIP.

Action required - Moving Illustrative projects into a current TIP requires a TIP amendment.

Adjusting Projects in an Existing TIP

Cost Adjustment - All projects exceeding the programmed federal cost by more than 10 percent require a TIP administrative adjustment.

Scope of work changes - Any changes to the scope of work on programmed projects leading to cost increases of more than 10 percent of programmed federal cost would require a TIP administrative adjustment.

Air Quality Impact - Any project(s) that require air quality conformity analysis would require a TIP amendment.

Adding/Amending New Projects to an Existing Long Range Transportation Plan

Reconstruction Project - Should be listed in the Pavement Management System deficiency list with a PCI of 45 and below.

Action required - A new project requires a Plan amendment.

Expand & Widen Proj. - Should be listed in the Congestion Management System capacity deficiency list. Should be regionally significant.

Action required - A new project requires air quality conformity analysis and a Plan amendment.

ITS Project - Should be recommended by the ITS committee.

Action required - A new project requires a Plan amendment.

Transit Project - Should be listed in the 5 years Short Range Public Transportation Plan or in the Long Range Public Transportation Plan.

Action required - A new project requires a Plan amendment.

Procedure for Adding New Projects(s) –

A call for projects will be sent to all transportation providers, project(s) will be selected through the project selection process we have in place.

Action required - A new project requires a Plan amendment.

Adjusting Projects in an Existing Long Range Transportation Plan

Cost Adjustment - All projects exceeding the programmed cost by 10% (Federal Cost) will require a Plan administrative adjustment.

Scope of work changes - Any changes to the scope of work on programmed projects leading to increases in programmed cost would require a Plan administrative adjustment.

Air Quality Impact - Any project(s) that require air quality conformity analysis would require a Plan amendment.

This item was passed by the TIP and Technical committees to accept the proposed policy/practice as submitted.

Advance Construction

Current Policies/Practices

When the TIP program is developed it needs to be financially constrained.

The conversion of advance construction projects is the 1st priority.

TIP Committee recommended Policy/Practice:

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 three year TIP and the Illustrative program

The TIP and Technical Committees recommend that the use of Advance Construction be restricted to the first 3 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.

CMAQ Program issues

Current Policies/Practices

Traditionally busses, intersections and the Ozone Action Program are funded with this program.

MDOT/Local split of the funds (MDOT gets 50% of the CMAQ funds off the top).

TIP Committee recommended Policy/Practice:

Eliminate the 50/50 split of CMAQ funds allocated to this MPO between MDOT and the local jurisdictions.

With the CMAQ funds allocated to the MPO, the TIP Committee will rank all CMAQ eligible projects based on emission reduction/cost benefit basis. (Competitive based on emissions).

Develop and have in place a consistent and improved statewide evaluation process of CMAQ projects.

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

1. MDOT will do the East/West estimating of funding split.
2. MDOT will provide estimates of funding available for each MPO (GVMC, MACC, WMSRDC) and rural Ottawa County based on population using the 2000 Census data.
3. Working through the TIP development process the MPO and MDOT representatives will cooperatively distribute the funds to local and state eligible projects.
4. MDOT will provide a time line with the estimates for completion of task #3.
5. All parties will meet to discuss all projects and compile the CMAQ program.
6. MDOT makes the final decisions to reach financial constraint of the final program.
7. This entire agreement will be re-evaluated when the USEPA takes action on the 8 hour standard.

This item was passed by the TIP and Technical committees to accept the proposed policy/practice as submitted.

Funding Sidewalks

Current Policy/Practice

Use of Federal Funds under the current policy/practice is not allowed to build sidewalks.

TIP Committee recommended Policy/Practice:

The TIP Committee recommended a change in the policy/practice to allow the use of Federal funds to build sidewalks. The Technical Committee recommended further discussion on this item.

Regional Non Motorized Facilities

Current Policies/Practices

Encourage the use of the Enhancement program and local funds to build non motorized facilities.

TIP Committee recommended Policy/Practice:

Enhancement and local funds will be used to build non motorized facilities.

The TIP Committee recommends continuing the practice of using Enhancement Funds to build non motorized facilities.

Funding Right of Way (ROW) with federal funding

Current 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.

TIP Committee recommended Policy/Practice:

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

The TIP Committee recommends continuing the practice of not allowing the funding of right-of-way except on a case by case basis.

Funding Engineering costs

Current Policy/Practice

There is no current policy or practice in the use of Federal Funds for engineering costs.

TIP Committee recommended Policy/Practice:

No Federal/State funds for Engineering.

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.

The TIP committee recommends continuing the current practice of not funding Engineering Costs – that restricts Federal Funds from being used for Engineering Costs by local jurisdictions.

GLOSSARY OF TERMS

Glossary of Terms

Access

The opportunity to reach a given point within a certain time frame, or without being impeded by physical, social, or economic barriers.

ADA

Americans with Disabilities Act

Allocation

An administrative distribution of funds among States which do not have statutory distribution formulas.

Alternative Fuels

Any motor fuel, other than gasoline, especially those that result in lower levels of air pollutants.

American Association of State Highway and Transportation Officials (AASHTO)

Group involved in setting standards for transportation facility development.

Americans with Disabilities Act (ADA)

Federal law that requires public facilities, including transportation services to be fully accessible for persons with disabilities. The law also requires paratransit service availability in areas where fixed route transit service is operated.

Apportionment

A division or assignment of funds based on prescribed formulas in the law and consisting of divided authorized obligation authority for a specific program among the States.

Arterial

A class of street serving major traffic movement that is not designated as a highway.

Average Daily Traffic (ADT)

The average number of vehicles passing a fixed point in a 24-hour time frame.

Base Year

The year which serves as a starting point of data used in a study.

Bikeway

A facility designed to accommodate bicycle travel for commuting or recreational purposes. Bikeways are not necessarily separated facilities; they may be designed and operated to be shared with other modes.

BLVD

Boulevard

BRRP

Federal Bridge Repair Program

BR

Business Route

Build/No-Build

Refers to a conformity requirement in which Metropolitan Planning Organizations must demonstrate the Abuilding@ or implementing of a long-range transportation plan or Transportation Improvement Plan (TIP) will result in less air pollution emissions than Anot building@ or not implementing the plan or TIP.

CL

City Limits or County Line

CMS

Congestion Management System

CON

Construction Phase

CTF

Michigan Comprehensive Transportation Fund

Carbon Monoxide (CO)

A colorless, odorless, tasteless, gas that impedes the oxygenation of blood. CO is formed, in large part, by incomplete combustion of fuel.

Clean Air Act of 1990 and Amendments (CAAA)

Federal legislation that sets standards for air quality levels.

Clean Fuels

Fuels which generate fewer pollutants than gasoline (i.e. Compressed Natural Gas, methanol, ethanol, etc.)

Collector-Distributor Street

A road parallel to an expressway which collects and distributes traffic at access points involving through lanes.

Conformity

Compliance of any transportation plan with air quality control plans.

Compressed Natural Gas (CNG)

A type of alternative fuel that generates less pollutants than gasoline.

Congestion Management System (CMS)

One of six management systems required by ISTEA and subsequent transportation legislation. Future highway projects that significantly increase capacity for single occupant vehicles (SOV) should be part of a CMS or those projects may be ineligible for federal funding.

Congestion Mitigation and Air Quality Improvement Program (CMAQ)

Program which directs funding to projects that contribute to meeting national air quality standards.

Contract Authority

Budget authority that permits obligations to be made in advance of appropriations.

DEMO

Congressionally Designated Demonstration Funds

Demand-Responsive

Transportation services that can be variably routed and timed to meet the changing needs of the user on an as-needed basis.

EDFA

Transportation Economic Development Fund - Category A

EDFC

Transportation Economic Development Fund - Category C

EPE

Early Preliminary Engineering

Elderly and Handicapped (E & H)

Anachronistic designation for special transportation planning and services.

Emissions Budget

The part of the State Implementation Plan that identifies allowable emissions levels, mandated by the National Ambient Air Quality Standards, for certain pollutants.

Environmental Impact Statement (EIS)

Reports which details any adverse economic, social, environmental effects of a proposed transportation project that the federal government funds.

Environmental Justice

Refers to Executive Order 12898 which seeks to address disproportionately high and adverse human health or environmental effects in Federal programs or policies on minority and low income populations.

Environmental Protection Agency (EPA or USEPA)

Federal source agency of environmental and air quality regulations affecting transportation.

Expenditures

Disbursement of funds for repayment of obligations occurred.

Expressway

A controlled access, divided arterial highway, which is usually separated and designed to accommodate through traffic movements.

Federal Highway Administration (FHWA)

Federal agency within the United States Department of Transportation that deals with roadway and highway issues.

Federal Transit Administration (FTA)

Federal agency within the United States Department of Transportation that deals with transit issues.

Financial Constraint

A TIP and a Long Range Transportation Plan cannot reflect expenditures greater than anticipated revenues.

Fiscal Year (FY)

Year in which public and private agencies use for conducting business, it usually differs from the calendar year. Most State and Federal agencies use an October 1 through September 30 fiscal year.

Geographic Information System (GIS)

Computer mapping capabilities used to provide information.

Grand Rapids Area Transit Authority (GRATA)

Now known as the Interurban Transit Partnership, it is the agency responsible for providing public transportation and transit service in the Grand Rapids area.

Grand Rapids and Environs Transportation Study (GRETS)

Previous designation of the Grand Rapids Metropolitan Planning Organization (MPO).

Grand Valley Metropolitan Council (GVMC)

Agency that serves as the Metropolitan Planning Organization (MPO) for the Grand Rapids area. The Council is made up of members, all local units of government, that want to work cooperatively on issues that have a multi-jurisdictional or regional scope. Those issues include transportation, the environment, economics, and those with social impact.

Highway Performance Monitoring System (HPMS)

A federal database of roadway characteristics and traffic information for pre-selected roadway segments throughout the entire MPO Study Area.

Improving Michigan=s Access to Geographic Information Networks (IMAGIN)

A statewide geographic data sharing organization.

Inspection and Maintenance (I/M)

An air quality program that calls for the inspection of automobiles for emissions problems and then repairs those problems.

Institute of Transportation Engineers (ITE)

Organization which contributes to the advancement of engineering issues in transportation.

Integrated Roadway Information System (IRIS)

System used to collect data about the roadway network.

Intelligent Transportation Systems (ITS)

Technologies that focus on monitoring, guiding, or operating motorized vehicles.

Interagency Work Group (IAWG)

Group consisting of Federal, State, and MPO staffs that meet periodically to discuss transportation project development and its relationship to air quality on both a short and long-range basis.

Intermodal

Refers to connections between modes of transportation.

Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA)

Federal legislation that reconstructed funding for the transportation program and opened up the transportation planning process to the public.

IM

Interstate Maintenance Program

Interstate System

The system of highways that connects the principal metropolitan areas, cities, and industrial centers of the United States. The Interstate System also connects the U.S. to internationally significant routes in the Mexico and Canada.

Interurban Transit Partnership (ITP – THE RAPID)

Agency responsible for providing public transportation and transit service in the Grand Rapids area.

Kent County Road Commission (KCRC)

Agency responsible for road maintenance and construction in townships, villages, and other unincorporated parts of the county.

Local Street

A street intended solely for access to adjacent properties.

Long-Range Transportation Plan (LRTP)

A document that provides a strategy and methodology for an area's long-range transportation needs. The Plan must have at least a twenty-year window and must be updated every three years.

MTF

Michigan Transportation Fund

MIS

Major Investment Study

Metropolitan Planning Organization (MPO)

The MPO has responsibility for developing transportation plans for urbanized areas of 50,000 population or more. Grand Valley Metro Council (GVMC) is the MPO for the Grand Rapids area.

Metropolitan Statistical Area (MSA)

U.S. Census determination which delineates the boundaries of the Metropolitan area.

Michigan Accident Location Index (MALI)

Index which is compiled by law enforcement agencies to pinpoint the exact location of traffic accidents.

Michigan Department of Environmental Quality (MDEQ)

State agency dedicated to environmental improvements and policies that impact public health and natural resources such as air quality, water quality, and waste management.

Michigan Department of Transportation (MDOT)

State agency responsible for monitoring and improving the transportation system in Michigan.

Michigan Resource Information System (MIRIS)

State level data base which contains information on a number of items including roads, land cover, and natural resources.

Mode

Form of transportation, such as automobile, transit, bicycle, and walking.

Model

A mathematical and geometric projection of activity and interactions in the transportation system of an area.

Multimodal

Refers to the availability of transportation options within a system or corridor including automobile, bicycle, train, boat, etc.

National Ambient Air Quality Standards (NAAQS)

Standards set forth through the Clean Air Act which monitor air quality.

National Highway System (NHS)

A federal transportation program authorized by ISTEA that designates nationally significant Interstate Highways and roads for interstate travel, national defense, Intermodal connections, and international commerce.

Network

A graphic and/or mathematical representation of multimodal paths in a transportation system.

O/D

Origin-Destination Study

Obligations

Commitments made by Federal agencies to pay out money as distinct from the actual payments themselves, which are Aoutlays.@ Generally obligations are incurred after the enactment of budget authority.

Ottawa County Road Commission (OCRC)

Agency responsible for road maintenance and construction in townships, villages, and other unincorporated parts of the county.

Oxides of Nitrogen (NoX)

A byproduct of processes employing a high temperature combustion. Power plants, industrial boilers, and motor vehicles are all principle sources of NoX.

Paratransit

Services which serve the special needs of persons that standard mass transit services would serve with difficulty, or not at all.

Particulate Matter-10 (PM-10)

Particulate Matter less than or equal to 10 microns. Consists of matter suspended in the atmosphere such as dust, chemicals, etc.

Parts Per Million (PPM)

A measurement used in relating concentrations of matter, such as ozone in the atmosphere.

Pavement Management System (PaMS or PMS)

A system used to monitor and evaluate pavement conditions on the road network.

Peak Hour

The 60-minute period in the morning and evening in which the largest volume of travel is experienced.

Penalty

An action that does not allow the State to use the full amount of its apportioned funds.

Person-Trip

A trip made by one person from one origin to one destination

Privatization

The supply of traditionally government-provided goods and services through for-profit businesses in order to enhance public cost efficiency.

Provider

An agency that causes clients to be transported, as opposed to an agency whose role is limited to funding programs.

Public Involvement Plan (PIP)

Plan developed by GVMC that dictates how public involvement will be incorporated into the transportation planning process.

Public Transportation Management System (PTMS)

A system which allows for the monitoring and evaluation of the public transportation system for an area.

Region

An entire metropolitan area including designated urban and rural subregions.

Regional Geographic Information System (REGIS)

Geographic Information System being utilized in the Grand Rapids area through the Grand Valley Metropolitan Council. (See Geographic Information System for more information)

Regionally Significant

A project that is on a facility which serves regional transportation needs and would normally be included in the modeling of a metropolitan area's transportation network. Said project also offers an alternative to regional highway travel.

Rescission

Legislative action to cancel the obligation of unused budget authority previously provided by Congress before the time when the authority would have otherwise lapsed.

Reverse Commute

Commuting against the main direction of traffic or a commute from the central city to the suburbs.

Right of Way (R-O-W)

Priority paths for the construction and operation of highways, light and heavy rail, railroads, trails, etc.

Road

Any road or street under the jurisdiction of and maintained by a public authority and open to public traffic.

S9C

Federal Transit Administration Program Section 9 Capital

S9O

Federal Transit Administration Program Section 9 Operating Assistance

S18O

Federal Transit Administration Program Section 18 Operating Assistance (Rural)

S16B

Federal Transit Administration Program Section 16B2 (Elderly & Handicapped)

SAFETEA-LU

Safe, Accountable, Flexible, Efficient Transportation Equity Act.

Shuttle

Usually a service provided with a vehicle seating twenty or more passengers that connects major trip destinations and origins on a fixed-route or route-deviation basis.

Single Occupancy Vehicle (SOV)

The use of vehicle to get one person to a destination

Standard Metropolitan Statistical Area (SMSA)

A U.S. Census delineation for larger metropolitan areas in the U.S.

State Implementation Plan (SIP)

Required documents prepared by States and submitted to EPA for approval. SIPs identify state actions and programs to implement designated responsibilities under the Clean Air Act and subsequent amendments.

State Transportation Improvement Program (STIP)

The compilation of Transportation Improvement Programs (TIPs) from around the State.

Surface Transportation Program (STPC) – Small Cities

Federal funding category geared specifically to small cities

Surface Transportation Program (STPE) - Enhancements

Federal funding category geared specifically to enhancement

Surface Transportation Program-Rural (STPR)

Federal funding category geared specifically to rural areas.

Surface Transportation Program-Urban (STPU)

Federal funding category geared specifically to urbanized areas.

Traffic Analysis Zone (TAZ)

The smallest geographically designated area for analysis of transportation activity.

TRANPLAN

Computerized Transportation Modeling Package (see model).

Transit

Passenger transportation service provided to the general public along established routes with fixed or variable schedules at published fares.

Transit Dependent

Persons who must rely on public transit or paratransit for most or all of their transportation needs.

Transportation Control Measures (TCM)

Local actions to adjust traffic patterns or reduce vehicle use to reduce air pollution.

Transportation Demand Management (TDM)

Process used to monitor and evaluate the need of the transportation network relative to the number of users, and the total amount of usage the transportation network will receive.

Transportation Economic Development Funds (TEDF)

This program has different lettered categories AA@ through AF@ that provide competitive

statewide funding for roadways of different types that serve economic development purposes.

Transportation Improvement Program (TIP)

A document prepared by States and MPOs citing projects to be funded under federal transportation programs for a three-year period.

Transportation Management Area (TMA)

An MPO with over 200,000 population. All transportation plans for these areas must be based on a continuing and comprehensive planning process carried out by the MPO in cooperation with the States and transit operators.

Transportation System Management (TSM)

The element of a TIP that proposes non-capital-intensive steps toward the improvement of a transportation system.

Travel Time

Customarily calculated as the time it takes to travel from Adoor-to-door.@

Unified Work Program (UWP)

Annual document prepared by the MPO that outlines transportation work tasks and products that will be completed and produced for the upcoming fiscal year.

United States Department of Transportation (DOT or USDOT)

The principal direct federal funding and regulating agency for transportation facilities and programs.

Urbanized Area

An area which contains a city of 50,000 or more population plus adjacent surrounding areas having a density of at least 1,000 people per square mile as determined by the U.S. Census.

Vehicle Miles Traveled (VMT)

The number of miles a vehicle or group of vehicles travel in a given unit of time.

Volatile Organic Compounds (VOC)

Chemicals that are generated through the combustion of fossil fuels, industrial processes, and vegetation. VOCs are an ingredient in ground level ozone and smog.

West Michigan Clean Air Coalition (WMCAC)

A partnership of business, academia, government, industry, and the non-profit sector in Kent, Ottawa, and Muskegon counties working together to achieve cleaner air in the region.

West Michigan Environmental Action Council (WMEAC)

A non-profit environmental advocacy and education organization founded in 1968.

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