

RESOLUTION T 2020-02
FY2021 - 2022 UNIFIED PLANNING WORK PROGRAM
FY 2021 EXPLANATION AND HIGHLIGHTS
April 22, 2020

EXPLANATION

The Unified Planning Work Program (UPWP), prepared every two years on Indiana's fiscal year calendar - July 1 to June 30 - allocates resources and staff time between the 66 general functions performed by our office. Its Cost Allocation Plan (CAP) prepared every year also enables us to capture overhead costs and staff fringe benefits for reimbursement to the County General Fund.

In this fiscal year, our share of the total Indiana MPO PL and FTA money is \$373,900.00, which includes an additional special allocation of \$16,000 to support our hosting of the 2020 MPO conference. Additionally, we applied for \$30,941.00 in Small Urban and Rural Planning (SURP) money for work in Carroll County. The total amount of all new state and federal planning funds for FY2021 equals \$404,841.00 to program into the UPWP. I also programmed an additional \$156,978.77 from prior year unexpended funds. The money has a 20% local match, paid by Tippecanoe and Carroll Counties.

FINANCIAL INFORMATION

The Cost Allocation Plan (CAP) calculates the fringe benefits rate and indirect costs for a total overhead rate. The recalculated fringe rate is 36.42% and the indirect cost rate is 53.20% for a total overhead rate of 89.62%.

Every \$1 spent in direct salaries captures an additional \$0.90 (rounded) in overhead. Work performed in transportation work elements (#141, 142, 183, all the 500 Series and #612) is eligible for reimbursement from our federal/state allocation at 80% of direct labor plus overhead. INDOT serves as the reimbursing agency. These planning funds will reimburse us \$1.52 (80% of \$1.8962) for every direct salary dollar spent in transportation planning. This money is returned to the County General Fund. We also use PL money (at the 80% rate) to purchase traffic counters periodically for all LPAs, capital items necessary for transportation planning and to pay the annual licenses and updates for our specialized transportation planning software. The County Commissioners authorize the 20% match for purchases in the county's budget, subject to final approval by the County Council.

PLANNING EMPHASIS AREAS (PEA)

Each year FHWA and INDOT require certain planning activities. FTA works with FHWA to develop joint PEAs for Indiana MPOs. PEAs for FY2021 are included below.

FY 2021 FHWA/FTA Planning Emphasis Areas

- Provide assistance as INDOT updates the Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM). **Work item 531.4**
- Facilitate efforts to establish and manage a Local Traffic Incident Management Group to plan and coordinate multi-disciplinary processes to detect, respond to, and clear traffic incidents so that traffic flow may be restored as safely and quickly as possible. The goals of this planning effort are to improve first responder safety and reduce secondary crashes **Work Item 532.7**
- Provide assistance to LPAs to develop Local Road Safety Plans for reducing roadway fatalities and serious injuries. Staff will attend the FHWA training likely in FY2020. **Work Item 532.7**
- Review Public Engagement Plan for compliance with 23 CFR 450.210 and 450.316 with incorporation of new social media platforms and tools. **Work Item 612**

OTHER HIGHLIGHTS

- complete the new *Thoroughfare Plan* (see p. 94 Work Item 541)
- continue compliance with the FAST Act;

- with INDOT, continue to develop statewide targets for all performance measures;
- provide INDOT with any collected data for use in the state asset management plan for the National Highway System;
- continue emphasis on safety measures with a special attention to pedestrians and bicyclists;
- further develop and expand a bicycle count program;
- work with Purdue faculty and others who are taking electric scooter counts;
- continue monitoring the existing network for changes;
- update the *Coordinated Human Services Transit Plan*;
- continue implementing the *Title VI Plan* for the MPO and assist LPAs as needed to reach compliance and begin implementation;
- adopt the updated *Public Engagement Plan* with social media options in tandem with social media policy and platforms adopted by Tippecanoe County government;
- complete a new community-wide *Bicycle Pedestrian Plan* that incorporates the work already completed by Lafayette and West Lafayette;
- work with INDOT and other MPOs and communities to extend through Tippecanoe County the U.S. Bicycle Routes system under the auspices of AASHTO
- amendments, as needed to the *2020-2024 Transportation Improvement Program*;
- complete the new *2022-2026 Transportation Improvement Program*;
- begin early work on the *2050 Metropolitan Transportation Plan*;
- freight planning as time allows;
- *Annual Listing of Obligated Projects*
- investigate the use of Community Context Audits as a complementary tool to RFIs
- methods to improve cost estimating for projects and to create realistic project schedules will evolve as INDOT and the MPOs develop best practices for use by MPOs and their LPAs. Other MPOs will be consulted for best practices. **(Work Item 531.4)**

APPROVAL PROCESS

The letter in which INDOT concurred with our fringe and indirect cost rates arrived February 4, 2020. INDOT, FTA and FHWA comments were received on April 8 and have been included in this version of the UPWP which you are being asked to adopt. Your adoption of Resolution T 2020-02 will complete the approval process.