

**TRANSPORTATION PLANNING
WORK PROGRAM**

FY 2015

FINAL

May 27, 2014

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Introduction

The Fiscal Year 2015 Transportation Planning Work Program (FY 2015 TPWP) is the Ames Area Metropolitan Planning Organization's (AAMPO) work plan for the fiscal year beginning July 1, 2014 and ending June 30, 2015. The FY 2015 TPWP identifies planning activities completed in the prior fiscal year and documents all planning activities and anticipated work products for the current fiscal year. In addition, the FY 2015 TPWP also documents the AAMPO's costs to support the fiscal year planning activities and work products.

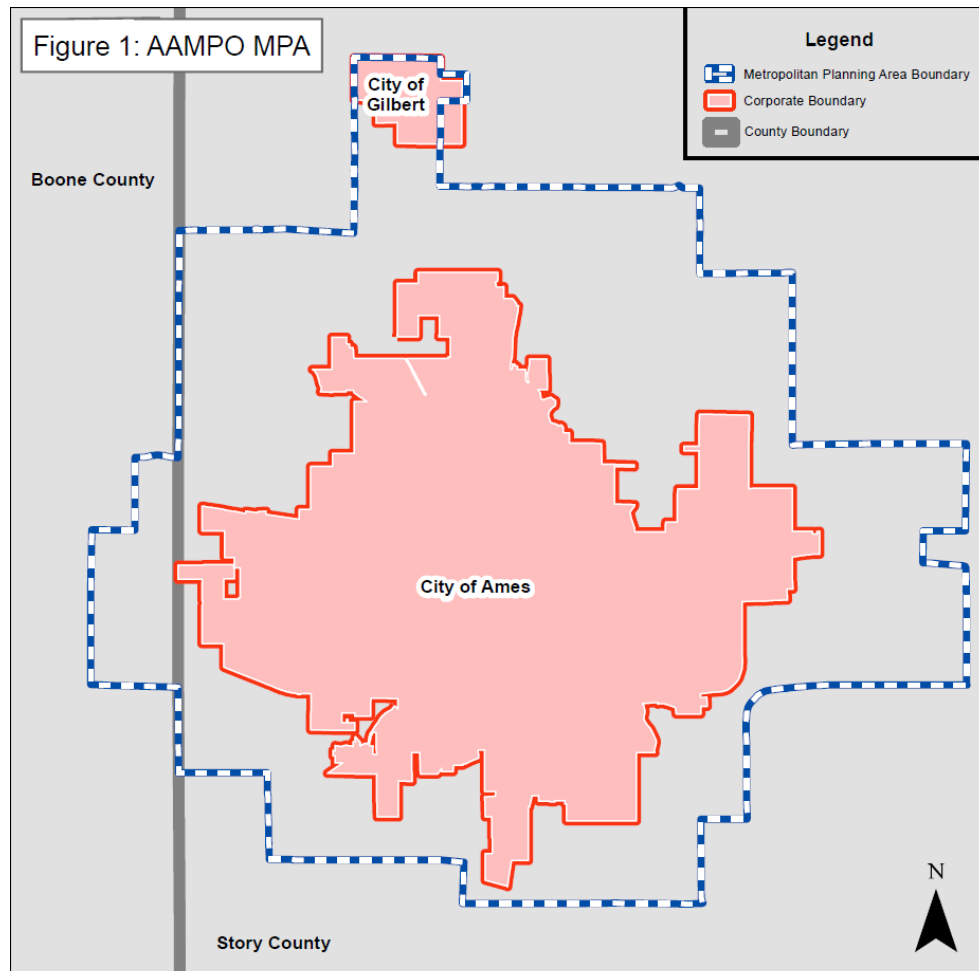
Background

The AAMPO was officially designated as the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 people in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and Gilbert were combined as one urbanized area, therefore requiring the MPA to be expanded to encompass this area in its entirety. The AAMPO approved its current Metropolitan Planning Area (MPA) boundary on November 13, 2012. The current MPA can be seen below in Figure 1.

Ames is located in central Iowa and is served by I-35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 248 centerline miles of streets. The community has a very progressive mass transit system, CyRide, which carries over six million bus passengers per year. While the majority of transit users have Iowa State University ties, the bus system serves the entire Ames community. The MPO area includes the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Union Pacific Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.

Responsibilities

The AAMPO provides a regional forum to assure local, State, and Federal agencies and the public coordinate transportation planning issues and prepare transportation plans and programs. The AAMPO develops both long range and short range multimodal transportation plans, selects and approves projects for federal funding based on regional priorities and develops ways to reduce traffic congestion. The AAMPO is responsible for these transportation planning activities within a geographic area identified as the Metropolitan Planning Area (MPA).



Membership

Voting membership on the Ames Area MPO Policy Committee is open to any county or city government located, wholly or partially, in the designated Metropolitan Planning Area. Currently the AAMPO membership includes the following cities and counties: City of Ames, City of Gilbert, Boone County, and Story County. The Iowa Department of Transportation, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and Iowa State University (ISU) serve as advisory, non-voting, representatives to the AAMPO. The City of Gilbert recently requested to become a voting member of the Transportation Policy Committee. On March 26, 2013, Gilbert was added as a voting member of the Policy Committee and Iowa State University was added as an advisory, non-voting member.

The Transportation Technical Committee consists of technical personnel whom review and recommend improvements to the overall transportation system that includes both the road and trail network, provides input and feedback on transportation studies and planning documents, and reviews and recommends Surface Transportation Program and Transportation Alternative Program projects for funding in the yearly Transportation Improvement Program.

Committee Representation

Table 1: MPO Transportation Policy Committee Representatives

Representing	Name	Title
City of Ames [†]	Ann Campbell	Mayor
City of Ames	Gloria Betcher	Council Member
City of Ames	Matthew Goodman	Council Member
City of Ames	Tim Gartin	Council Member
City of Ames	Peter Orazem	Council Member
City of Ames	Chris Nelson	Council Member
City of Ames	Amber Corrieri	Council Member
Boone County	Chet Hollingshead	Board of Supervisors
Story County	Wayne Clinton	Board of Supervisors
City of Gilbert	Jonathan Popp	Mayor
Iowa DOT ^{††}	Garrett Pedersen	District Transportation Planner
FHWA ^{††}	Tracy Troutner	Iowa Division
FTA ^{††}	Mark Bechtel	Region 7
ISU ^{††}	Cathy Brown	Campus Planning Asst. Director

[†] Chair ^{††} Advisory, Non-Voting Member

Table 2: MPO Transportation Technical Committee Representatives

Representing	Name	Title
City of Ames [†]	Tracy Warner	Municipal Engineer
City of Ames ^{††}	Damion Pregitzer	Traffic Engineer
City of Ames	Corey Mellies	Operations Manager
City of Ames	Kelly Diekmann	Planning & Housing Director
City of Ames	Charlie Kuester	Long Range Planner
CyRide	Sheri Kyras	Transit Director
Iowa State University	Cathy Brown	Campus Planning Asst. Director
Boone County	Bob Kieffer	County Engineer
Story County	Darren Moon	County Engineer
Ames Community School District	Gerry Peters	Facilities Director
Ames Economic Development Commission	Drew Kamp	Government Relations Director
Iowa DOT ^{†††}	Phil Mescher	District Transportation Planner
FHWA ^{†††}	Tracy Troutner	Iowa Division
FTA ^{†††}	Mark Bechtel	Region 7

[†]Chair ^{††}Vice-Chair ^{†††}Advisory, Non-Voting Member

TPWP Development

Overall, the Transportation Planning Work Program (TPWP) is a living, working plan that is utilized throughout the year through the course of coordination with other governmental and transportation agencies, technical committee members, and private citizens. This is accomplished through a continuing, cooperative, and comprehensive transportation planning process. There is a multi-phase public participation process carried out in creating the TPWP. In addition to informal input throughout the year, there is formal input sought at the Policy Committee public hearings for the draft and final TPWP and at a public input session. In an effort to increase public awareness and involvement, AAMPO staff meets with community groups such as Iowa State University classes and committees, Ames Chamber of Commerce, and civic organizations such as Rotary International. The TPWP also includes elements gathered at other meetings and events such as Passenger Transportation Plan meetings, MPO quarterly meetings, and public informational meetings.

The AAMPO planning area puts forth efforts in preparation of regional plans to help guide orderly growth and development within the MPA. Such plans are noted in the next section under work elements.

Work Elements

The FY 2015 activity priority is the update of the Long Range Plan with a 2040 horizon year. Another major activity is the preparation of the TIP, which is the annual prioritization and programming of Surface Transportation Program and Transportation Alternative Program projects. Challenges for the Ames Area include the lack of capital funding available for the major transit provider, CyRide; as well as cuts in funding for transit services. Demand on transportation services, including CyRide, are experiencing significant increases in use as student enrollment at Iowa State University continues to grow.

In general, the overall metropolitan planning goals for the AAMPO are to:

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

The following documents are developed, updated, or maintained on an annual basis:

- Transportation Planning Work Program (TPWP)
- Transportation Improvement Program (TIP)
- Public Participation Plan (PPP)
- Long-Range Transportation Plan (LRTP)
- Passenger Transportation Plan (PTP): As part of an effort to coordinate and develop services with human service agencies and other transit agencies, a Passenger Transportation Plan has been developed, and is updated every five years. CyRide, representing AAMPO, has met locally with human service agencies and transportation providers in an effort to further this goal.

Administration

Task Objective: Administration of AAMPO Transportation Planning.

Project Description: The FY 2015 TPWP and the budget will be monitored and amended as necessary. The FY 2016 TPWP and budget will be prepared. The financial audit for FY 2014 will be initiated.

Staff: -MPO Administrator
-Municipal Engineer
-Traffic Engineer
-Transportation Planner
-Transit Planner
-City Clerk
-Planning Staff
-Operations Manager
-Clerical
-Public Works Administrative Assistant

Staff Time: 575 hours
Staff Cost: \$27,164 (6.5%)

Work Products:

- FY 2015 TPWP maintenance and budget monitoring (on-going)
- FY 2016 TPWP development (May 2015)
- Self Certification (March 2015)
- Planning funding reimbursement submittals (quarterly)
- Title VI training for employees (November 2014)
- Title VI document maintenance and review (on-going)

Previous Work:

- FY 2014 TPWP maintenance, budget monitoring
- FY 2015 TPWP development
- Self Certification
- Identify and analyze potential changes to the Transportation Policy and Transportation Technical Committees structure

Transportation Improvement Program

Task Objective: State and federal project programming for AAMPO member agencies.

Project Description: The Federal Fiscal Year 2015 – 2018 Transportation Improvement Program (FFY 2015 – 2018 TIP) will be maintained and amended as necessary. The FFY 2016 – 2019 TIP for Surface Transportation Projects and Enhancement Projects will be developed. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

Staff: -MPO Administrator
-Municipal Engineer
-Traffic Engineer
-Transportation Planner
-Transit Planner
-City Clerk
-Finance Director
-Budget Officer
-Transit Coordinator
-Clerical
-Transit Director
-Public Works Administrative Assistant

Staff Time: 300 hours
Staff Cost: \$16,717 (4.0%)

Previous Work:

- Analyze fringe area growth impacts on transportation
- Safe Routes to School map updates
- Downtown parking map update
- Central Iowa Bicycle Roundtable
- Neighborhood traffic calming coordination

Transit Planning

Task Objective: Enhance a coordinated, accessible, and efficient transit system

Project Description: Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Transit asset management planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective systems planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the (locally developed) coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

Staff:	-MPO Administrator	-Transit Director
	-Traffic Engineer	-Transit Coordinator
	-Transportation Planner	-Transit Operations Supervisor
	-Transit Planner	

Staff Time: 600 hours

Staff Cost: \$33,433 (8.0%)

Work Products:

- Various transit plans, administration and audits of the following programs requiring annual certification by the transit agency: EEO, Title VI, and Limited English Proficiency (LEP), Disadvantaged Business Enterprise (DBE), Transit Asset Management Plan, Safety Plan, etc (annually)
- Work towards maintenance/update of the Passenger Transportation Plan (PTP) (Draft due Feb. 1st, Final due May 1st)
- Capital/Financial planning to analyze fleet and facility needs for five-year period (on-going)
- Corridor and facility expansion studies (as necessary)
- Bus stop amenities planning (on-going)
- System-wide performance measures (on-going)
- Intermodal facility project development & performance measures (on-going)
- Administration of Ames Alternative Analysis Study (on-going, description follows)
- Participation in the Ames – Des Moines Corridor Study (on-going)

Previous Work:

- Ongoing planning activities
- Equal Employment Opportunity (EEO) Program update
- Disadvantaged Business Enterprise (DBE) Program update and reports
- Title VI Program update
- Participation in TIP and TPWP development
- Leading human service/transportation provider coordination
- PTP meetings and updates; leading human service/transportation provider coordination
- Ames Alternatives Analysis Study

Special Transit Studies

Alternative Analysis Study (in an approved transit grant)

Task Objective: Conduct Alternative Analysis study of Orange Route corridor between Iowa State Center and Iowa State University campus

Project Description: An Alternatives Analysis (AA) Study will be conducted of the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route. The Ames Transit Agency completed a smaller Transit Feasibility Study in June 2007 looking at seven corridors in the community that had either current transportation/growth issues or future identified growth. The study identified transportation options to resolve corridor problems of which the Orange Route is operating at near maximum capacity. It was determined through the Transit Feasibility Study that the Orange Route may qualify for Small New Starts funding to establish a Bus Rapid Transit corridor which would operate more like a light rail type system only using more cost-efficient buses. The AA study will analyze specific route options in more depth regarding transit-only corridors, provide detailed information on bus stop upgrades, and analyze route speed increases that could be realized with extended-green technology. This study will also analyze the financial capacity/needs of the Ames community to undertake a project such as Bus Rapid Transit. At the conclusion of the AA Study, a locally preferred alternative – the “proposed action” – will be determined.

The Alternative Analysis study began in January 2013 and is expected to conclude in spring 2015. The study includes data collection in the form of rider surveys, on/off boardings, gate access to ISU campus, class concentration, public input, etc. Public meetings are anticipated to occur in the fall 2014 or spring 2015 when the majority of the students that utilize this route are living in Ames to attend university classes. The study and locally preferred alternatives will be finalized in spring 2015. The total budget is \$200,000 (\$160,000 federal) for the study but will cross fiscal years 2014 and 2015. The budget below assumes that remainder of the federal funds, approximately 58%, will be expended in FY2015.

Federal (5339)	\$93,056
Local (CyRide)	\$23,264
Total Cost	\$116,320

Public Participation

Task Objective: Incorporate a public involvement process that fosters public participation throughout the planning and transportation decision-making process.

Project Description: Informational meetings, as well as public hearings, will be held to obtain public input and feedback on ongoing activities of the AAMPO. The Public Participation Plan (PPP), along with other pertinent documents maintained and developed by the Ames Area Metropolitan Planning Organization, is posted online at www.aampo.org. These documents will be transferred to the AAMPO website during the duration of this work plan. Feedback and social

Work Products:

- Technical Committee and Policy Committee meetings/minutes (tentative)
 - Technical Committee Meeting – March and April 2015
 - Policy Committee Meeting – March, May and June 2015
- Conduct Citizen Advisory Committee meetings (as necessary)
- Policy and Technical Committees membership composition review (annually)

Previous Work:

- Technical Committee and Policy Committee meetings/minutes

Long Range Transportation Plan

Task Objective: Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Project Description: The 2040 Long Range Transportation Plan is scheduled to be updated in October 2015. With the recent implementation of MAP-21, the plan will be developed to meet the requirements set by this transportation bill. Work activities that will be taking place for the update include evaluation of the Land Use Policy Plan (LUPP) for compliance, reviewing traffic impact studies for major site developments, alternative network development and analysis, updated transit analysis, Origin Destination Study for transit, update the transportation model, public participation opportunities, and completion of the final report. Staff will go through a RFP and consultant selection process to select a consultant to assist staff in completing the 2040 LRTP update.

Staff:	-MPO Administrator	-Transit Coordinator
	-Municipal Engineer	-Planning Staff
	-Traffic Engineer	-Finance Director
	-Transportation Planner	-Budget Officer
	-Transit Planner	-City Clerk/Clerical Staff
	-Transit Director	-Public Works Administrative Assistant

Staff Time:	800 hours
Consultant Time:	2,100 hours
Staff Cost:	\$22,970
Consultant Cost:	<u>\$273,750</u>
Total Cost:	\$296,720 (71.00%)

Work Products:

- Development of 2040 LRTP Update (on-going)
 - Existing Multimodal System Performance Report (July 2014)
 - Future Multimodal System Performance Report (Oct. 2014)
 - Alternative Land Development Scenario (Sept. 2014)
 - Alternatives Project and Strategy Development Summary Memo (Jan. 2015)
 - Funding Strategies / Alternative Cost Assessment Memo (May 2015)
 - Community Engagement Program
 - Alternatives Development Input Milestone (Nov. 2014)
 - Alternatives Screening / Prioritization Input Milestone (March 2015)
- Maintain and amend 2035 LRTP (as necessary)

Previous Work:

- Maintain and amend 2035 LRTP (as necessary)

Schedule

The following identifies the completion schedule of the previously identified work products.

Work Element	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Administration					
	FY 2015 TPWP maintenance and budget monitoring	X	X	X	X
	FY 2016 TPWP development			X	X
	Self Certification			X	
	Planning funding reimbursement submittals	X	X	X	X
	Title VI employee training		X		
	Title VI document maintenance	X	X	X	X
Transportation Improvement Program					
	FY 2015 TIP maintenance and revisions as necessary	X	X	X	X
	FY 2016 TIP development			X	X
Comprehensive Planning					
	Update SRTS maps	X			
	CIRTPA Bicycle Roundtable meetings	X	X	X	X
	Shared Use Path map updates		X	X	
	Integrate multi-modal projects for improvement to LOS	X	X	X	X
	Maintain and update transportation network model	X	X	X	X
	Development of pavement management system	X	X	X	X
	City wide count program and traffic signalization review	X			X
	Review and update ADA transition plan		X	X	
	Performance measures tracking development	X	X	X	X
	Analyze potential alternative funding sources	X	X	X	X
	Intersection improvement study	X	X	X	X
Transit Planning					
	Administration and audits of various transit plans: EEO, Title VI, LEP, DBE, Transit Asset Management Plan, Safety Plan	X	X	X	X
	Maintain and update PTP			X	X
	Capital/Financial planning to analyze fleet and facility needs for 5 year period	X	X	X	X
	Corridor and facility expansion studies	X	X	X	X
	Bus stop amenities	X			X
	System-wide performance measures	X	X	X	X
	Intermodal facility project development and performance measures	X	X	X	X

AAMPO FY 2015 Transportation Planning Work Program

Work Element	Description (work product)	1st Qtr (July – Sept.)	2nd Qtr (Oct. – Dec.)	3rd Qtr (Jan. – March)	4th Qtr (April – June)
	Administration of Ames Alternative Analysis Study	X	X	X	
	Participation in Ames – Des Moines Corridor Study	X	X	X	
Special Transit Studies					
	Alternative Analysis Study	X	X	X	
Public Participation					
	Public meeting for TIP and TPWP public review and comments				X
	Update letters to neighborhood groups and interested parties			X	X
	Maintain and update the PPP	X	X	X	X
	Maintain and update the AAMPO webpage	X	X	X	X
	Integrate use of virtual meetings				X
	Promote AAMPO for public recognition and branding	X	X	X	X
Committee Support					
	Technical and Policy Committee meetings and minutes	X		X	X
	Citizen Advisory Committee meetings			X	
Long Range Transportation Plan					
	Development of 2040 LRTP update	X	X	X	X
	Existing Multimodal System Performance Report	X			
	Future Multimodal System Performance Report	X	X		
	Alternative Land Development Scenario	X	X		
	Alternatives Project and Strategy Development Summary Memo		X	X	
	Funding Strategies / Alternative Cost Assessment Memo			X	X
	Alternatives Development Input Milestone	X	X		
	Alternatives Screening / Prioritization Input Milestone		X	X	
	Maintain and update 2035 LRTP	X	X	X	X

FY 2015 Budget Summary

Table 3: FY 2015 Funding Sources		
Targets		Estimated Costs
FTA 5305d	\$ 31,561	\$ 31,561
FHWA PL	\$ 89,537	\$ 89,537
STP	\$ 155,000	\$ 155,000
Carryover Funds		
STP	\$ 49,791	\$ 49,791
FTA 5305d	\$ -	\$ -
FHWA PL	\$ 8,443	\$ 8,443
Local Match	\$ 83,583	\$ 83,583
TOTAL	\$ 417,915	\$ 417,915

Cost Allocation Plan

The local match for salaries and other expenses is a part of the 2014/15 City of Ames Program Budget adopted by the City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2015 funds have been combined with the carryover amounts for expense allocations. **Carryover funds will be used first before new allocations.** The AAMPO does not charge indirect costs.

Table 4: Budget Summary

Work Element	Total Cost	Local Match	Federal Funds							% of Funding	Total Staff Hours
			Total Federal Funds	FTA 5305d New	FTA 5303 Carryover	FHWA STP New	FHWA STP Carryover	FHWA PL Carryover	FHWA PL New		
Administration	\$ 27,164	\$ 5,433	\$ 21,732	\$ 2,051	\$ -	\$ 10,075	\$ 3,236	\$ 549	\$ 5,820	6.5%	575
TIP	\$ 16,717	\$ 3,343	\$ 13,373	\$ 1,262	\$ -	\$ 6,200	\$ 1,992	\$ 338	\$ 3,581	4.0%	300
Comprehensive Planning	\$ 25,075	\$ 5,015	\$ 20,060	\$ 1,894	\$ -	\$ 9,300	\$ 2,987	\$ 507	\$ 5,372	6.0%	550
Transit Planning	\$ 33,433	\$ 6,687	\$ 26,747	\$ 2,525	\$ -	\$ 12,400	\$ 3,983	\$ 675	\$ 7,163	8.0%	600
Public Participation	\$ 10,448	\$ 2,090	\$ 8,358	\$ 789	\$ -	\$ 3,875	\$ 1,245	\$ 211	\$ 2,238	2.5%	200
Committee Support	\$ 8,358	\$ 1,672	\$ 6,687	\$ 631	\$ -	\$ 3,100	\$ 996	\$ 169	\$ 1,791	2.0%	175
L RTP	\$ 296,720	\$ 59,344	\$ 237,376	\$ 22,408	\$ -	\$ 110,050	\$ 35,352	\$ 5,995	\$ 63,571	71.0%	800
Totals	\$ 417,915	\$ 83,583	\$ 334,332	\$ 31,561	\$ -	\$ 155,000	\$ 49,791	\$ 8,443	\$ 89,537	100.0%	3,200
% of Total	100%	20%	80%								

Revisions to the TPWP

Changes to the work program may happen due to unexpected staff demands or requests of the Policy Committee. Revisions to the TPWP require sign off by the United States Department of Transportation or Iowa Department of Transportation and approval is provided in writing.

There are three agencies that may provide approval of changes to the TPWP. The U.S. Department of Transportation approves the following types of revisions:

- Additional federal funding
- The transfer of funds between categories in the TPWP that exceed 10% of the total TPWP budget
- Revisions to the scope or objectives of the TPWP activities
- The hiring of a consultant
- Capital expenditures such as equipment

The Iowa Department of Transportation approves the following types of revisions:

- The transfer of funds between TPWP categories that do not exceed 10% of the total TPWP budget
- The transfer of funds for training allowances

The AAMPO approves the following types of revisions:

- The extension of the period of time allotted for work program activities past the current TPWP
- The changing of key persons when identified in an application or grant award