



FY17

**Transportation Planning
Work Program**



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Planning Priorities

The FY2017 TPWP addresses the planning goals of the Ames Area MPO, which are:

- Provide a connected transportation system that offers efficient and reliable mobility options for all modes of travel.
- Provide a safe transportation system.
- Consider and mitigate the impacts of the transportation system on the natural and built environment.
- Provide an accessible transportation system which fits within the context of its surroundings and preserves community character.
- Provide a transportation system that supports the regional economy and efficiently moves goods.
- Maintain transportation infrastructure in a state-of-good-repair.

The Federal Highway Administration and the Federal Transit Administration in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work tasks associated with PEAs in the Transportation Planning Work Program. The 2016 PEAs include:

1. **FAST Act Implementation:** Transition to performance-based planning and programming.
2. **Regional Models of Cooperation:** Ensure regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and State boundaries.
3. **Ladders of Opportunity:** Access to essential services.

To address these priorities and challenges in the FY 2017 Transportation Planning Work Program, the Ames Area MPO will conduct the following activities to address these areas of emphasis:

- **FY 2018 – 2021 Transportation Improvement Program (Task 2)** – Develop a short-range transportation document in accordance with the Public Participation Process and address transportation programming using principals from the Ames Mobility 2040 Long Range Transportation Plan
- **Transit Route Redesign Study (Task 5.2)** – through consulting services, conduct an analysis of CyRide’s current route structure and schedule to determine if its current service delivery method is the most efficient. CyRide has grown from 4 million annual rides to almost 7 million over the past decade.
- **Development of Performance Measures (Task 3)** – Transition MPO planning activities to using performance measures in effort to implement FAST Act
- **Partnering with local organizations and host additional coordination meetings (Task 1)** – Ensuring a regional approach to our transportation planning activities.
- **Passenger Transportation Plan (PTP) (Task 4)** – Update and amend the 2015-2020 PTP to address access to essential services within the Ames region.

The following documents are developed, updated, or maintained by the Ames Area MPO:

- Transportation Planning Work Program
- Transportation Improvement Program
- Public Participation Plan
- Long Range Transportation Plan
- Passenger Transportation Plan: 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. The Passenger Transportation Plan is developed in consultation with human service agencies and transportation providers in an effort to further this goal.

Performance-based Planning and Programming

The regional performance measures tie back to the six performance goals of the adopted Ames Mobility 2040 Plan:

1. Connected, Efficient, and Reliable
2. Safety
3. Environment
4. Accessibility
5. Economy and Goods Movement
6. Asset Management

Performance targets are shown that reflect challenging, yet achievable performance targets for the Ames area. The performance targets are shown as a way of assessing the level of consistency between Ames Mobility 2040 Plan outcomes with the regional transportation vision and goals. The performance measures do not reflect Ames Area MPO policy, and there are not positive or negative consequences to the Ames Area MPO or its member jurisdictions whether they are achieved or not achieved. The regional performance measures are desired outcomes that reflect the community vision and attempt to measure how the Ames Mobility 2040 plan compares to that vision. It is assumed that the Ames area's regional performance measures and targets will be ultimately be modified when formal performance measurement rulemaking is finalized.

Performance Measures

Goal Area	Performance Measure	Performance Measure Target for Ames Mobility 2040
1. Connected, Efficient, and Reliable	System Reliability / Reliability Index 80 (RI ₈₀)	Address reliability issues at the two (2) NHS segments with poorest reliability.
	Miles of On-Street Bicycle Facilities	Increase the segment-mileage of on-street bicycle facilities by 100% compared to current levels.
2. Safety	Serious Injury / Fatal Crashes	Address safety issues at five (5) locations with highest crash rates or most serious injury / fatal crashes.
3. Environment	VMT per Household	2040 VMT per household grows by 10% or less compared to 2010 levels.
	VHT per Household	2040 VHT per household grows 20% or less compared to 2010 levels.
	Transit Mode Share	2040 transit mode share is higher than 2010 transit mode share.

Goal Area	Performance Measure	Performance Measure Target for Ames Mobility 2040
4. Accessibility	Household and Employment Proximity to Transit	Maintain housing and jobs proximity (¼ mile walk distance) within 5% of 2010 levels.
	EJ Proximity to Transit	Maintain levels of transit proximity (within ¼ of a route) to EJ households within 5% of non-EJ households.
	Household and Employment Proximity to Bicycle Facilities	Increase the percentage of employment and households within ¼ mile of bicycle facilities by 25% by 2040.
	EJ Proximity to Bicycle and Pedestrian Facilities	Provide higher levels of bicycle facility proximity (within ¼ mile of a facility) to EJ households than non-EJ households.
5. Economy and Goods Movement	LOS / Congested Miles of Primary Freight Corridors	2040 Congested Miles of NHS system same/lower than 2010 levels.
6. Asset Management	Pavement Condition Index (PCI)	Reconstruct federal-aid roadways rated poor.
	Bridge Condition (NBI)	Reconstruct structurally deficient bridges.
	Transit State of Good Repair	Maintain avg. fleet age at 15 years old or newer.

Air Quality

The Clean Air Act requires the United States Environmental Protection Agency to set limits on how much of a particular pollutant can be in the air anywhere in the United States. National Ambient Air Quality Standards are the pollutant limits set by the Environmental Protection Agency; they define the allowable concentration of pollution in the air for six different pollutants:

- Carbon Monoxide
- Lead
- Nitrogen Dioxide
- Particulate Matter
- Ozone
- Sulfur Dioxide

The Clean Air Act specifies how areas within the country are designated as either “attainment” or “non-attainment” of an air quality standard, and provides Environmental Protection Agency the authority to define the boundaries of nonattainment areas. For areas designated as non-attainment for one or more National Ambient Air Quality Standards, the Clean Air Act defines a specific timetable to attain the standard and requires that non-attainment areas demonstrate reasonable and steady progress in reducing air pollution emissions until such time that an area can demonstrate attainment. Each state must develop and submit a State Implementation Plan that addresses each pollutant for which it fails to meet the National Ambient Air Quality Standards. Individual state air quality agencies are responsible for defining the overall regional plan to reduce air pollution emissions to levels that will enable attainment and maintenance of the National Ambient Air Quality Standards. This strategy is articulated through the State Implementation Plan.

Regions which do not meet air quality standards are required to develop transportation plans in conformance with the State Implementation Plan (SIP), including more frequent updates to plans such the Long Range Transportation Plan.

The Ames Area MPO does not exceed the National Ambient Air Quality Standards and is considered an attainment area. The Ames area is therefore not subject to air quality conformity requirements, updating the Long Range Transportation Plan every five years. However, the Ames Area MPO will perform activities to monitor and promote air quality issues in the region. The State of Iowa provides grant opportunities through the Iowa Clean Air Attainment Program (ICAAP) to promote air quality in Iowa’s transportation system.

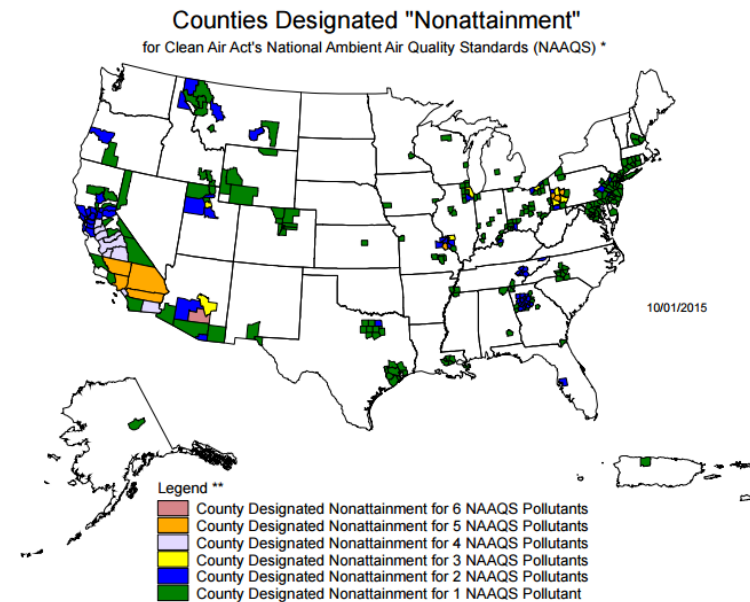


Figure 1 U.S. EPA Green Book

TPWP Development

The FY 2017 Transportation Planning Work Program was developed by input from the Ames Area MPO staff, members of the Transportation Technical Committee, the general public, and the Transportation Policy Committee. The following milestones describe the process in which the Transportation Planning Work Program was developed.

- **October 13, 2015 and November 9, 2015 – Transportation Technical Committee**
During October and November, the Transportation Technical Committee reviewed the potential funding levels anticipated for FY 2017 and developed a list of potential projects and work activities to consider for the 2017 fiscal year.
- **March 8, 2016 – Transportation Technical Committee**
The Technical Committee reviewed the draft FY 2017 TPWP and made final recommendations.
- **March 11, 2016 – Public Input Meeting**
The Transportation Planning Work Program for FY 2017 was made available on the Ames Area MPO website and the general public were able to submit comments to MPO staff. On March 11, 2016, MPO staff were available for the general public to give input to staff in-person at a meeting held at the Ames City Hall. Staff presented the activities outlined in the work program to the attendee. There were no suggestions or comments regarding the proposed activities presented.

- **March 22, 2016 – Transportation Policy Committee Meeting**
The Transportation Policy Committee approved the draft FY 2017 Transportation Planning Work Program and set a date, May 24, 2016, for a public hearing to consider and adopt the FY 2017 program.
- **April 2016 – Review from DOT Partners**
During April, the draft Transportation Planning Work Program was submitted to Federal and State partners for compliance review and comments.
- **May 24, 2016 – Transportation Policy Committee Hearing**
The Transportation Policy Committee held a public hearing to consider adoption of the FY2017 Transportation Planning Work Program with opportunities for the public to respond and present to the committee. No one from the public submitted comments at the public hearing.

Private Sector Involvement

Consultants will be used to perform the following subtasks:

- Alternatives Analysis Study (Task 5.1) to conduct feasibility of route from the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route, to identify as a potential Bus Rapid Transit corridor.
- Transit System Redesign Study (Task 5.2)

Organization

The Ames Area MPO provides continuity of various transportation planning and improvement efforts throughout the Ames urban area. The City of Ames serves as the fiscal agent for the Ames Area MPO. The Ames Area MPO consists primarily of two standing committees: The Transportation Policy Committee and the Transportation Technical Committee.

Transportation Policy Committee

Voting membership on the Ames Area MPO Transportation Policy Committee is open to any county or city government located, wholly or partially, in the designated Metropolitan Planning Area. Currently the Ames Area MPO membership includes: City of Ames, City of Gilbert, CyRide, Boone County, and Story County. The Iowa Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, and Iowa State University serve as advisory, non-voting, representatives.

Transportation Policy Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	Ann Campbell	Mayor
City of Ames	Gloria Betcher	Council Member
City of Ames	Bronwyn Beatty-Hansen	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
Ames Transit Agency	Cole Staudt	CyRide Board Member
City of Gilbert	Jonathan Popp	Mayor
Iowa Dept. of Transportation ‡	Garrett Pedersen	District Transportation Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Mark Bechtel	Region 7
Iowa State University ‡	Cathy Brown	Campus Planning Assistant Director

† Chair ‡ Advisory, Non-Voting Member

Transportation Technical Committee

The Transportation Technical Committee consists of technical personnel from various agencies involved in transportation issues within the planning area. The Transportation Technical Committee formulates the procedural details of the Transportation Planning Work Program. The committee reviews and monitors the output of various MPO activities identified in the work program and makes recommendations to the policy committee. The committee is also responsible for assisting in developing the short and long-range transportation plans. The Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration serve as advisory, non-voting, representatives.

Transportation Technical Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	Tracy Warner	Municipal Engineer
City of Ames ††	Damion Pregitzer	Traffic Engineer
City of Ames	Justin Clausen	Operations Manager
City of Ames	Kelly Diekmann	Director of Planning & Housing
City of Ames	Charlie Kuester	Planner
CyRide	Sheri Kyras	Transit Director
Iowa State University	Cathy Brown	Campus Planning Assistant Director
Boone County	Scott Kruse	County Engineer
Story County	Darren Moon	County Engineer
Ames Community School Dist.	Gerry Peters	Facilities Director
Ames Economic Development Commission	Drew Kamp	Government Relations Director
Iowa Dept. of Transportation ‡	Phil Mescher	District Trans. Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Mark Bechtel	Region 7

† Chair

†† Vice-Chair

‡ Advisory, Non-Voting Member

Work Elements

Task 1 – Administration and Support

Objective:

To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations. This document may be amended by the Policy Board from time to time, as needed.

Previous Work:

- FY 2016 TPWP maintenance and budget monitoring
- FY 2017 TPWP development
- Self Certification
- Participated in four-year planning review with Iowa DOT, Federal Transit Administration, and Federal Highway Administration in July 2015
- Quarterly submittals for planning funding reimbursement
- Conducted eight Transportation Policy Committee meetings on: July 14, 2015; August 18, 2015; August 25, 2015; September 22, 2015; October 27, 2015; March 22, 2016; May 24, 2016; and June 12, 2016
- Conducted five Transportation Technical Committee meetings on: August 18, 2015; October 13, 2015; November 22, 2015; March 8, 2016; and May 17, 2016.
- Conducted two public meeting on March 11, 2016; and June 3, 2016.
- Published MPO related messages on social media
 - Facebook: [facebook.com/cityofames](https://www.facebook.com/cityofames)
 - Twitter: @cityofames
- Updated meeting agendas, minutes, and materials on the MPO website: www.aampo.org

Description:

This task includes all administrative tasks which support activities of the MPO including the following: prepare and submit required documents to maintain the continuity and credibility of the planning process. Sponsor and conduct meetings and provide support to policy and technical committees. Prepare budgets, maintain financial records, and ensure monies are spent appropriately. Coordinate activities with participating agencies and other public and private interests.

Purchase/lease supplies, computer equipment and other equipment necessary to carry out planning efforts. Maintain software and purchase necessary upgrades when beneficial to the MPO.

Task also includes conducting informational meetings, as well as public hearings, to obtain public input and feedback on ongoing activities. The Public Participation Plan, along with other pertinent documents maintained and developed by the Ames Area MPO are posted online at www.aampo.org. The Public Participation Plan will be evaluated for modifications to evolve with communication preferences as warranted.

The MPO staff will participate in conferences, seminars, meetings, and other training opportunities to remain familiar with the latest regulations and techniques related to the transportation planning field as provided by the Federal Transit Administration, Federal Highway Administration, American Planning Association, Environmental Protection Agency, Iowa Department of Transportation, peer transportation planning organizations, and other agencies and professional organizations.

FY 2017 Products:

- FY 2017 Transportation Planning Work Program maintenance and budget monitoring
- FY 2018 Transportation Planning Work Program development
- FY 2017 Self Certification
- Preparation and maintenance of Title VI programs which meet the requirements of FHWA and FTA
- Review new USDOT planning regulations are finalized and update MPO planning activities to conform to current laws and regulations.
- Review and maintenance of the Public Participation Plan
- Planning funds reimbursement submittals
- Host public meeting during the development process of the FY 2018-2021 Transportation Improvement Program and FY 2018 Transportation Planning Work Program and subsequent public meetings as needed.
- Maintain a website for the Ames Area MPO posting events and timely documents at www.aampo.org
- Host Transportation Policy Committee meetings and adopt plans and programs within appropriate timeframes
- Advertise MPO meetings in the Ames Tribune as appropriate
- Host Transportation Technical Committee meetings
- Partner with local organizations to host coordination meetings related to regional transportation topics
- Maintain current contact information for committee representatives
- Participate in trainings offered through the Central Iowa Bicycle-Pedestrian Roundtable
- Participate in state sponsored trainings

- Participate in state and national conferences related to transportation planning

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Administration and Support					
	FY 2017 TPWP maintenance and budget monitoring	X	X	X	X
	FY 2018 TPWP development		X	X	X
	Self Certification			X	
	Planning funding reimbursement submittals	X	X	X	X
	Public meeting for TIP and TPWP public review and comments			X	X
	Maintain and update the AAMPO webpage (www.aampo.org)	X	X	X	X
	Technical and Policy Committee meetings and minutes	X		X	X
	Distribute committee representative appointment forms		X		
	Training and education	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
1. Administration	AAMPO	1,098		\$41,353	\$10,338	\$51,691

Task 2 – Transportation Improvement Program

Objective:

Develop and maintain a regional program of near-term projects that are consistent with the Ames Area MPO long range transportation plan.

Previous Work:

- Maintained the FY 2016 – 2019 Transportation Improvement Program
- Development and adoption of the FY 2017 – 2020 Transportation Improvement Program

Description:

The Federal Fiscal Year 2017 – 2020 Transportation Improvement Program will be maintained and amended as necessary. The FFY 2018 – 2021 TIP for Surface Transportation Projects, Transportation Alternative Projects, and projects utilizing funding from other Federal programs, will be developed. The TIP will include all regionally significant transportation projects and those receiving Federal funds or requiring Federal approval. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

FY 2017 Products:

- Maintain the FY 2016 – 2019 Transportation Improvement Program through formal amendments or administrative modifications
- Develop and adopt the FY 2017 – 2020 Transportation Improvement Program
- Maintain the FY 2017 – 2020 Transportation Improvement Program through formal amendments or administrative modifications
- Development of the FY 2018 – 2021 Transportation Improvement Program

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transportation Improvement Program					
	FY 2016-2019 TIP maintenance and revisions as necessary	X			
	FY 2017-2020 TIP development	X			
	FY 2017-2020 TIP maintenance and revisions as necessary		X	X	X
	FY 2018-2021 TIP development		X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
2. TIP	AAMPO	341		\$10,698	\$2,674	\$13,372

Task 3 – Comprehensive Planning

Objective:

Integrate transportation planning and land use planning for Ames Area MPO member jurisdictions.

Previous Work:

- Attend the Central Iowa Bicycle-Pedestrian Roundtable meetings
- Attend Midwest Transportation Model user Group quarterly meetings
- Adopted regional performance measures as part of the Ames Mobility 2040 Long Range Transportation Plan
- Performed model scenarios for potential development scenarios

Description:

Participate in regional activities which enhance the transportation network including data collection, collaboration with local transportation activities, technical assistance for member agencies, and other activities promoting a comprehensive approach.

FY 2017 Products:

- Update Safe Routes to School maps
- Participate in various planning committees including:
 - Central Iowa Bicycle-Pedestrian Roundtable
 - Passenger Rail Advisory Group
 - Midwest Travel Model User Group
 - Iowa Department of Natural Resources meetings on air quality issues
 - Iowa Transportation Coordination Council
- Develop and maintain GIS data for regional planning purposes
- Perform traffic model scenarios
- Review and update model as required
- Development of pavement management system
- Regional traffic count program
- Regional trail count program
- Traffic signal synchronization review
- Monitor regional performance measures
- Analyze potential alternative funding sources
- Assist communities with promoting multi-modal transportation strategies including complete street initiatives
- Maintain and update the Regional ITS Architecture as necessary

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Comprehensive Planning					
	Update SRTS maps	X			
	Central Iowa Bicycle-Pedestrian Roundtable meetings	X	X	X	X
	Passenger Rail Advisory Group	X			X
	Midwest Travel Model User Group	X	X	X	X
	Iowa Transportation Coordination Council	X	X	X	X
	Shared Use Path map updates			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
	Regional Traffic Count Program	X	X	X	X
	Regional trail counts	X	X	X	X
	Traffic signalization review	X			X
	Performance measures tracking development	X	X	X	X
	Analyze potential alternative funding sources	X	X	X	X
	Intersection and corridor improvement study	X	X	X	X
	Maintain and update the Regional ITS Architecture	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Staff Hours	Federal Funds	Local Funds	Total
3. Comprehensive Planning	AAMPO	702	\$30,852	\$7,713	\$38,565

Task 4 – Transit Planning

Objective:

Enhance a coordinated, accessible, and efficient transit system.

Previous Work:

- Human service/transportation provider coordination meetings and updates
- Update FY2015 Passenger Transportation Plan Update
- Alternatives Analysis Planning
- Equal Employment Opportunity (EEO) Program update
- Disadvantage Business Enterprise (DBE) Program update and reports
- Title VI Program Update
- Ames Alternative Analysis Study

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 system 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.

FY 2017 Products:

- Various transit plans, administration and audits of the following programs requiring annual certifications by the transit agency:
 - a) Equal Employment Opportunity Program (EEO)
 - b) Title VI Program
 - c) Limited English Proficiency (LEP),
 - d) Disadvantaged Business Enterprise (DBE)
 - e) Transit Asset Management Plan
 - f) Safety/Security Plan
 - g) Federal Audits/Reviews
- Amend/update Ames Area MPO Passenger Transportation Plan (PTP)
- Capital/Financial planning to analyze fleet and facility needs for five-year period
- Long-term facility expansion studies
- Bus stop amenities planning
- System-wide performance measure
- Bus Rapid Transit service planning

Schedule

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
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 amend 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
	Administration of Ames Alternative Analysis Study	X	X		
	Administration of Ames Alternative Analysis	X	X	X	
	Administration of Transit System Redesign Study	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Staff Hours	Federal Funds	Local Funds	Total
4. Transit Planning	AAMPO / CyRide	800	\$45,000	\$11,250	\$56,250

Task 5 – Special Studies

Objective:

To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs.

Subtask 5.1: Alternatives Analysis Study

Previous Work:

- Existing Conditions
- Data Collection/Rider Surveys
- Origin-Destination Analysis
- Osborn Corridor
- Route Alternatives Development
- Screening of Project Alternatives
- Ridership Forecasting
- Public Input meetings
- Identification/Refinement of Preferred Alternative
- Financial Assessment

Description

An Alternatives Analysis (AA) Study was 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 analyzed specific route options in more depth regarding transit-only corridors, provided detailed information on bus stop upgrades, and analyzed route speed increases that could be realized with extended-green technology. This study analyzed 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” – was determined which was Bus Rapid Transit.

The Alternative Analysis study began in January 2013 and is expected to conclude in the fall 2016 with a final report completed by winter 2016. The study has included data collection in the form of rider surveys, on/off boardings, gate access to ISU campus, class concentration, public input, etc. Public meetings occurred in the fall 2014 and spring 2015 when the majority of the students that utilize this route were living in Ames to attend university classes. The study and locally preferred alternatives will be finalized by fall 2016. The total budget is \$200,000 (\$160,000 federal) for the study but will cross fiscal years 2015 through 2017. The budget below assumes that remainder of the federal funds, approximately 17%, will be expended in FY2017. The funding for this project is exclusively for work completed by the consultant. Transit staff will charge their time toward the transit planning element.

FY 2017 Products:

- Complete Alternative Analysis Report
- Categorical Exclusion/NEPA Documentation
- Request Entry into FTA Project Development and Supporting Documentation

Subtask 5.2: Transit System Redesign Study

Previous Work

New project for FY 2017.

Description:

A Transit System Redesign Study will be conducted to analyze CyRide's current route structure/schedule to determine if its current service delivery method is the most efficient structure. CyRide has grown from 4 million annual rides to almost 7 million over the past decade. Questions as to whether the current route configuration and timetables/schedule are serving the community appropriately.

A consultant will be hired to conduct the work and analysis of this special one-time study. Staff time will charge their analysis and efforts to the transit planning element and therefore the funding within this element will be utilized exclusively for the consultant's participation.

Preliminary work tasks to be completed by the consultant, but yet to be finalized consist of the following:

1. Refine Goals and Objectives for the Study/ Kick-Off Meeting
2. Collect Stakeholders Input to Determine the Study's Parameters & future direction
3. Conduct a Peer Analysis of Similar University Transit Systems
4. Collect Current CyRide Data
5. Conduct Customer Surveys.
6. Conduct Civic Engagement Activities
7. Review of Current Land Use Plans and Multi-Family Development
8. Develop 2-3 Service Concepts and Final Recommendation

9. Refinement of the Final Service Delivery Method
10. Development of a Final Report

A Technical Committee comprised of City, ISU and CyRide staff; including AAMPO representation; would be established to oversee the study and recommend peer systems for comparison, civic engagement plans, passenger survey questions and a preferred service option.

The Transit System Redesign Study will begin in July 2016 and is expected to conclude in September 2017 with a final report completed by the consultant at that time. The total budget is \$150,000 (\$100,000 federal) for the study.

FY 2017 Products:

- Peer Analysis of University Transit Systems
- CyRide Data Detailed
- Customer Surveys
- Public Input Meetings (2) & Outreach
- Land Use and Multi-Family Development Analysis
- Service Concept Development (2-3 Options)
- Refine Final Service Delivery (preliminary schedules, ridership estimates, route alignments, bus stops, transfer locations, passengers per revenue hours, summer route/schedule changes, operational staffing needs, technology enhancements, disparity study, implementation timelines/phases)
- Development of Transit System Redesign Report

Schedule:

Subtask	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Special Studies					
5.1	Alternative Analysis Study	X	X		
5.2	Transit System Redesign Study	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	Hours	Federal Funds	Local Funds	Total
5.1 Alternatives Analysis Study	*CyRide	-	\$28,000	\$7,000	\$35,000
5.2 Transit Route Redesign Study	*CyRide/ AAMPO	-	\$100,000	\$50,000	\$150,000

*Funds used for private sector involvement

Task 6 – Long Range Transportation Planning

Objective:

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

Previous Work:

- Development of the 2010 base year travel demand model
- Development of the 2040 projection socioeconomic data and forecast travel demand model
- Host AmesMobility2040.com project website with up-to-date project information
- Public engagement activities including public meetings, focus group, project management team, and online forums hosted by MindMixer at www.ImagineAmes.org
- Major development of the existing conditions report and other elements of the plan document
- Adopt Ames Mobility 2040 Long Range Transportation Plan

Description:

The 2040 Long Range Transportation Plan (titled: Ames Mobility 2040) became effective October 2015. With the recent implementation of the Federal Surface Transportation bill, MAP-21, the plan was developed to meet these requirements.

FY 2017 Products:

- Maintain and amend the Ames Mobility 2040 Long Range Transportation Plan as necessary
- Fine tune transit element of 2040 model to accurately display Ames' ridership
- Prepare outline of 2020 LRTP planning activities along with schedule. Identified tasks to be programmed into future work programs to support the long range transportation plan update

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Long Range Transportation Plan					
	Maintenance of the Ames Mobility 2040 LRTP	X	X	X	X
	Fine tune transit element of 2040 model to accurately display Ames' ridership	X	X	X	X
	Prepare outline of 2020 LRTP activities		X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
6 LRTP Update	AAMPO	220		\$8,278	\$2,070	\$10,348

FY 2017 Budget and Funding Sources

Budget Summary

Activity/Work Element	Total Cost	Total Local Match	Federal Funds							
			Total Federal Amount	FTA 5305 New	FTA 5305 C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O	FTA 5339
1 - Admin	\$ 51,691	\$ 10,338	\$ 41,353	\$ 5,495	\$ 5,497	\$ -	\$ 6,464	\$ 8,219	\$ 15,677	\$ -
2 - TIP	\$ 13,372	\$ 2,674	\$ 10,698	\$ 1,422	\$ 1,422	\$ -	\$ 1,672	\$ 2,126	\$ 4,055	\$ -
3 - Comp	\$ 38,565	\$ 7,713	\$ 30,852	\$ 4,100	\$ 4,101	\$ -	\$ 4,823	\$ 6,132	\$ 11,696	\$ -
4 - Transit	\$ 56,250	\$ 11,250	\$ 45,000	\$ 5,980	\$ 5,982	\$ -	\$ 7,034	\$ 8,944	\$ 17,060	\$ -
5 - Special	\$ 185,000	\$ 57,000	\$ 128,000	\$ 13,289	\$ 13,293	\$ -	\$ 15,632	\$ 19,876	\$ 37,910	\$ 28,000
6 - LRTP	\$ 10,348	\$ 2,070	\$ 8,278	\$ 1,100	\$ 1,100	\$ -	\$ 1,294	\$ 1,645	\$ 3,138	\$ -
Total	\$ 355,226	\$ 91,045	\$ 264,181	\$ 31,385	\$ 31,396	\$ -	\$ 36,919	\$ 46,944	\$ 89,537	\$ 28,000

**totals are rounded to the nearest dollar and summations may produce a rounding error*

	FTA 5305 New	FTA 5305 C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O	FTA 5339	TOTAL
Unobligated Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ 47,137	\$ -	\$ -	\$ 47,137

Revisions to the Transportation Planning Work Program

Procedures

All work program changes require prior written Federal approval, unless waived by the awarding agency. The following table denotes the approving agency for various changes to work programs.

Revision type	Approving Agency
Request for additional Federal funding	FHWA and/or FTA
Transfer of funds between categories, projects, functions, or activities which exceeds \$150,000	FHWA and/or FTA
Revision of the scope or objectives of activities	FHWA and/or FTA
Transferring substantive programmatic work to a third party (consultant)	FHWA and/or FTA
Capital expenditures, including the purchasing of equipment	FHWA and/or FTA
Transfer of funds allotted for training allowances	FHWA and/or FTA
Transfer of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000	Iowa Department of Transportation
Revisions related to work that does not involve Federal funding	Ames Area MPO

All necessary TPWP approvals are required to be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. As it relates to procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approval.

All revision requests should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. If all necessary information is provided, the request will then be forwarded to the Federal Highway Administration and Federal Transit Administration for review and any necessary approvals. Notification by the approving agency will be in writing.

Revision requests shall, at a minimum, include:

- A resolution or meeting minutes showing the revision's approval.
- Budget summary table with changes highlighted/noted.
- Modified section(s) of the plan's work elements with changes highlighted/noted.

[FHWA/FTA Revision Approval](#)

Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.

[Iowa DOT Office of Systems Planning Revision Approval](#)

Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.

[Ames Area MPO Revision Approval](#)

Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.

Cost Allocation Plan

The local match for salaries and other expenses is a part of the City of Ames Program Budget adopted by the City of Ames 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 2017 funds have been combined with the carryover amounts for expense allocations. Carryover funds will be used first before new allocations. The Ames Area MPO does not charge indirect costs.

Appendix A: Ames Area MPO Self Certification



515 Clark Avenue
P.O. Box 811
Ames, IA 50010
p: 515.239.5160
f: 515.239.5404

MPO Self-Certification of Procurement and Consultant Selection Procedures

This is to certify that I have reviewed the Iowa DOT Purchasing Rules (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.


(Signature)

Ann Campbell

Chair, Transportation Policy Committee

Ames Area Metropolitan Planning Organization

May 24, 2016
(Date Signed)

Appendix B: Transportation Policy Committee Meeting Minutes

MINUTES OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION POLICY (AAMPO) COMMITTEE

AMES, IOWA

MAY 24, 2016

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor and voting member Ann Campbell at 5:20 p.m. on the 24th day of May, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Other voting members present were: Bronwyn Beatty-Hansen, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Chet Hollingshead, Boone County; Chris Nelson, City of Ames; Peter Orazem, City of Ames; Wayne Clinton, Story County; Cole Staudt, Ames Transit Agency. AAMPO Administrator John Joiner, City of Ames Transportation Planner Tony Filippini, and Mike Clayton, representing the Iowa Department of Transportation, were also present.

DRAFT AMENDMENT TO FY 2016 - 2019 TRANSPORTATION IMPROVEMENT PROGRAM: AAMPO Administrator Joiner informed the Council that the Amendment to the FY 2016-2019 TIP involves increasing the federal funding amount and accelerating timing for the Interstate 35/U.S. 30 Interchange Project. Currently, the project includes \$10,471,000 of federal funds with a total project cost of \$16,404,000. The project is proposed to shift to FY 2016 with \$22,890,000 of federal funds and a total project cost of \$30,103,000. Mr. Joiner noted that this project is administered by the Iowa Department of Transportation and does not involve local funds. An opportunity for public review and comment is required to process an Amendment to the TIP. A public input session will be held on June 3, 2016, to discuss the Amendment. The AAMPO Transportation Policy Committee was then asked to approve the Draft Amendment and set the date of public hearing for June 14, 2016.

At the inquiry of Mr. Orazem, Mr. Clayton gave a brief explanation of the timeline for the project.

Moved by Clinton, seconded by Corrieri, to approve the Draft Amendment to FY 2016-2019 Transportation Improvement Program and set the date of public hearing for June 14, 2016.
Vote on Motion: 9-0. Motion declared carried unanimously.

HEARING ON FY 2017 TRANSPORTATION PLANNING WORK PROGRAM(TPWP): Ms. Campbell opened the public hearing. There being no one wishing to speak, the hearing was closed.

Transportation Planner Filippini noted that the AAMPO Transportation Policy Committee had previously reviewed and approved the Draft FY 2017 TPWP on March 22, 2016. The Work Program includes several elements to ensure an integrated transportation system.

Moved by Hollingshead, seconded by Corrieri, to approve the Final FY 2017 TPWP.
Vote on Motion: 9-0. Motion declared carried unanimously.

HEARING ON PUBLIC PARTICIPATION PLAN: The public hearing was opened by Ms. Campbell. No one came forward to speak, and Ms. Campbell closed the hearing.

It was noted that the Transportation Policy Committee previously reviewed and approved the Draft Public Participation Plan on March 22, 2016.

Moved by Beatty-Hansen, seconded by Staudt, to approve the Public Participation Plan.
Vote on Motion: 9-0. Motion declared carried unanimously.

COMMENTS: Mr. Filippini stated that the City of Ames was named a Bronze Level Bicycle Friendly Community by the American Bicyclists. It was stated by Mr. Filippini that this was a cooperative effort among the Ames Bicycle Coalition, Healthiest Ames, and the City of Ames.

ADJOURNMENT: Moved by Staudt, seconded by Clinton, to adjourn the AAMPO Transportation Policy Committee meeting at 6:08 p.m.
Vote on Motion: 9-0. Motion declared carried unanimously.



Diane R. Voss, City Clerk



Ann H. Campbell, Mayor