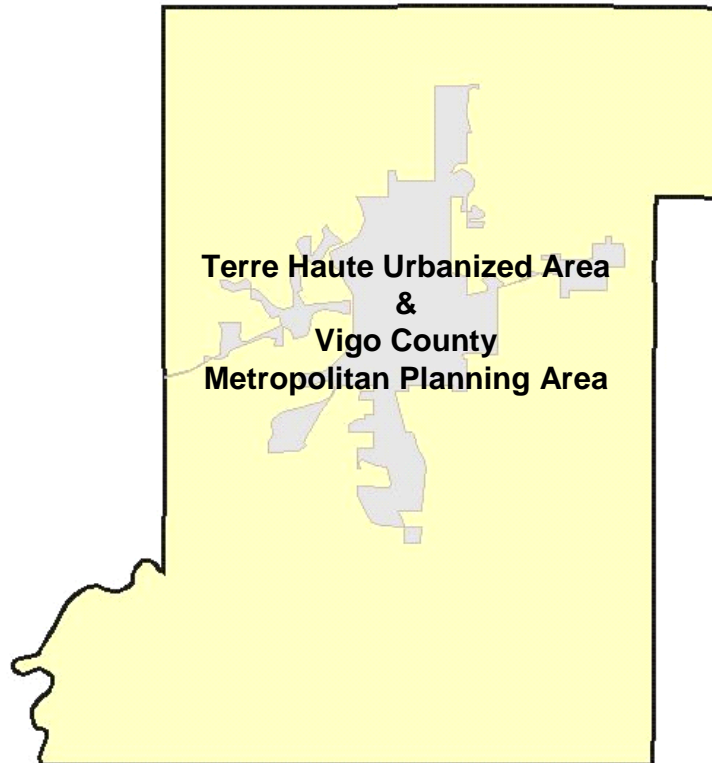


FY 2008 Unified Planning Work Program Quarterly Progress Report



July to September 2007

Prepared By:

**Metropolitan Planning Organization
West Central Indiana Economic Development District, Inc.
1718 Wabash Avenue, P.O. Box 359
Terre Haute, Indiana 47808**

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Introduction

This report provides a brief synopsis of work carried out by the Metropolitan Planning Organization (MPO) during this quarter in regard to major transportation planning program elements and sub-element tasks identified in the FY 2008 Unified Planning Work Program (UPWP). The report only identifies those sub-elements tasks where some activity (work) or progress occurred during this quarter.

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Questions & Comments

Questions or comments concerning the contents of this report should be directed to the Chief Transportation Planner, Ron Hinsenkamp, at (812) 238-1561 or via e-mail to rhinsenkamp@westcentralin.com.

1200 – Transportation Planning and Coordination

Overall Objective

To provide for overall administration and maintenance of the transportation planning program, promote stakeholder participation in the 3-C (cooperative, continuing and comprehensive) transportation planning process, and further develop the planning skills of those involved in the transportation planning process.

Work Element Activities

1200.01

Prepared MPO Planning Process Certification documentation and obtained required signatures and approvals from participating agencies. **(Task completed for this fiscal year.)**

Prepared and published an administrative modification to the *FY 2008 Unified Planning Work Program (UPWP)* to incorporate updated agreements and certifications, and to add the FHWA document approving the FY 2008 UPWP.

Prepared and submitted the *SFY 2007 Annual Completion Report* to INDOT along with the fourth quarter billing for last fiscal year. **(Task completed for this fiscal year.)**

Prepared and submitted three (3) monthly progress reports for review and dissemination to the West Central Indiana Economic Development District (WCIEDD) Board of Directors.

1200.02

On July 3, the chief transportation planner, staff and director participated in a conference call with INDOT and FHWA planning partners, to discuss the next course of action regarding possible realignment of SR 641.

Organized, hosted and prepared agendas, minutes and supporting materials for the following committee meetings.

Transportation Policy Committee: July 17, 2007.

Transportation Technical Committee: August 28, 2007.

Citizens Advisory Committee and Disabled Advisory Committee: August 28, 2007

Transportation Policy Committee: September 18, 2007.

MPO staff members actively participated in meetings of the Indiana MPO Air Quality Committee and Indiana MPO Council on August 23rd and September 27th.

Attended the September 18, 2007 meeting of the Indiana State Legislature's Interim Transportation Study Committee concerning potential establishment of an inland port in Vigo County.

At the request of the FHWA Indiana Division, participated in a comprehensive review of the *Draft Interagency Consultation Group Conformity Consultation Procedures* being developed collaboratively by FHWA, US EPA, IDEM, INDOT and the MPOs in Indiana.

The executive director and chief transportation planner met with the Vigo County Board of Commissioners and selected members of the Vigo County Council to present and discuss the results of a MPO assessment of the Vigo County Rural Transit Program.

Staff continued to work with the Vigo County School Corporation Transportation Department to promote and develop an interest in the Safe Routes to School Program.

1200.03

Throughout this quarter staff members participated in the following meetings and/or events with various stakeholder groups.

Terre Haute Chamber of Commerce Transportation Committee Meeting: July 10, 2007.
Wabash River Development & Beautification, Inc Board Meeting: July 18, 2007.
WCIEDD Board of Directors Meeting: July 23, 2007.
City of Terre Haute Department Head Meetings: Bi-Weekly.
Wabash River Development & Beautification, Inc Board Meeting: September 20, 2007.
Art Spaces Sculpture Dedication: September 21, 2007.
73rd Annual Indiana Transportation Association Conference: Sep18 - 20, 2007.
WCIEDD Board of Directors Meeting: September 24, 2007.

1200.04

Throughout the quarter staff continued to develop and maintain the MPO pages on the WCIEDD Web Site by posting information updates; meeting notices, agendas and minutes; and various documents for public review and/or comment.

Completed an upgrade of the software used to maintain the MPO pages (Microsoft FrontPage to Microsoft Expressions).

1200.05

Three (3) transportation related articles were developed and published in the July 2007 edition of *The Quarterly* (WCIEDD's newsletter) as part of the MPO's plan to keep the public better informed about transportation planning issues.

1200.06

Three (3) staff members participated in a series of webinars on air quality analysis on July 18th, 25th and 26th ranging in length from 2 to 3½ hours.

A staff member attended a two-day training workshop to develop new proficiency with Microsoft Excel.

Two staff members completed the on-line HPMS Training Course sponsored by National Transportation Institute.

A staff member participated in a GIDSK software training program sponsored by INDOT.

Throughout the quarter, staff continued to develop their skills with software programs such as TransCAD, Maptitude, Mobile6, Timemark, VIAS and GIS software.

1200.07

Developed and submitted a revised proposal to provide transportation planning assistance in SFY 2008 to Clay, Park, Putnam, Sullivan and Vermillion Counties under a Small Urban and Rural Planning Program Contract (SURPPC).

Reviewed the proposed SURPPC INDOT contract and coordinated changes so it could be signed by the executive director, and developed a comprehensive action plan to execute the contract once INDOT issues a notice to proceed.

1200.08

Continued to obtain direct input from front-line supervisors on transit and transportation planning and maintenance activities through interactions at meetings, via e-mail and by telephone.

Percent of Annual Program Element Completed 30.69%

Anticipated Delays or Problems

None. Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.

1203 – Transit Development Initiatives

Overall Objective

To continuously monitor and pursue transit development initiatives and operations, that ensure the Terre Haute Transit Utility (THTU) is provided detailed information regarding trip origins and destinations, route efficiency, compliance with environmental justice requirements, operational cost analysis, and recommendations for route management that stress increased ridership. WCIEDD will prepare recommendations for ridership enhancement strategies and coordinate their implementation with the operator. This may include the use of a consultant for transit travel demand modeling. The MPO will also initiate the first phase of a plan to expand the Rural Transit operation in Vigo County.

Work Element Activities

1203.01

In support of development of the Coordinated Public Transit Human Services Transportation Plan (CPTHSTP), collected and updated inventory and operational data on private sector providers serving the entire Metropolitan Planning Area (MPA).

1203.02

Organized, hosted and prepared the agenda, minutes and supporting materials for the quarterly Transportation Advisory Committee (TAC) meeting on July 19, 2007.

Worked with the stakeholders and INDOT to complete the final draft of the CPTHSTP, which was adopted by the Transportation Policy Committee on September 18, 2007.

1203.04

Worked collaboratively with the THTU to prepare an annual update of their 2008 Disadvantaged Business Enterprise (DBE) Goals and submitted the plan to FTA by the August 1, 2007 deadline.

1203.06

Collaborated with the THTU on design, development and publication of new booklets for sight impaired passengers.

Through a partnership with Indiana State University (ISU), began the process of having THTU bus schedules translated into Spanish to meet new FTA requirements.

Assisted the THTU in marketing bus service during *Colts Camp* at Rose-Hulman Institute of Technology by developing a flyer and news releases to promote use of a special park and ride service during the NFL training camp here in Terre Haute.

1203.07

Assisted the THTU and/or the Terre Haute Redevelopment Department in preparing the following drawdown requests and electronically submitted these requests to FTA in Chicago.

2nd Quarter THTU Operating & Capital Expenses: \$235,453
3rd FFY Quarter Saturday Bus Service: \$16,060
Multi-Modal Transportation Facility: \$107,256 (8th Drawdown on Project)
Multi-Modal Transportation Facility: \$859,847 (9th Drawdown on Project)

1203.08

Continued to monitor the status of the City of Terre Haute's FTA grant application for three (3) replacement buses and security enhancements at the new multi-modal transportation facility under construction in Terre Haute.

Percent of Annual Program Element Completed 26.75%

Anticipated Delays or Problems

None. Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.

1210 – Transportation Management Systems

Overall Objective

To incorporate transportation planning and traffic engineering study results related to management systems analyses into a Transportation Systems Analysis (TSA) report. Study findings will be aimed at identifying and supporting projects for the Vigo County/Terre Haute Urbanized Area TIP and the ITS architecture. Elements will include an updated crash data analysis for Vigo County, collection of travel-time delay information relating to key intersections and links, a survey of freight-service providers for developing a needs assessment, and limited surveillance and data collection for adequate signage, roadway surface conditions and markings for use by the Terre Haute and Vigo County Engineering Departments.

Work Element Activities

1210.02

Began the process of collecting and analyzing 2005 and 2006 crash data from the Indiana State Police database in support of the development of a new crash-data analysis for Terre Haute and Vigo County.

1210.03

Performed routine traffic counter equipment maintenance and calibration in support of the start of the 2007 count season.

Completed an audit of the HMPS database to verify all Vigo County sites are in the database and on a 3-year count cycle.

Completed training with the recently purchased handheld GPS that is now being used to determine the precise location of each HPMS and coverage count site.

Resolved software compatibility issues associated with the operation of TimeMark VIAS software on MPO computers.

Developed and implemented use of an Excel database application to support count scheduling development, data collection and maintenance, and verification.

Developed and implemented the use of a Traffic Count Field Worksheet in support of count scheduling and collection of on-site information about each count location.

Revalidated the coverage count program using FHWA roadway classification information, historical data on past coverage counts and section count information contained in the travel demand model for the MPA.

Obtained an outfitted an excess vehicle from the City of Terre Haute to improve the efficiency and safety of staff members performing traffic counts.

Obtained updated traffic count information for 34 sections of US 41, US 40, SR 46 and SR 42 from the INDOT Crawfordsville District Office.

The following table summarizes the various types of traffic counts scheduled and conducted so far this calendar year. Each count involves a minimum of two trips to the count location, setup of the counter(s) at each location, collection of site longitude and latitude using a GPS receiver, retrieval of the counter(s) from the count location at the conclusion of the count, download and analysis of

collected data, generation of individual count reports; and posting of raw count data, ADT and AADT in the count database the MPO maintains.

2007 Traffic County Program Summary

Month	HPMS		Coverage		Special		Total		Percent of Scheduled Counts Completed Y-T-D
	Scheduled	Complete	Scheduled	Complete	Scheduled	Complete	Scheduled	Complete	
Jan-07	0	0	0	0	0	0	0	0	
Feb-07	0	0	0	0	0	0	0	0	
Mar-07	0	0	0	0	0	0	0	0	
Apr-07	0	0	0	0	0	0	0	0	
May-07	0	0	0	0	0	0	0	0	
Jun-07	0	0	1	1	0	0	1	1	100.00%
Jul-07	28	20	1	1	1	1	30	22	74.19%
Aug-07	5	13	12	12	0	0	17	25	100.00%
Sep-07	0	0	16	14	1	1	17	15	96.92%
Oct-07	0	0	28	0	2	0	30	0	
Nov-07	0	0	7	0	0	0	7	0	
Dec-07	0	0	0	0	0	0	0	0	
Total	33	33	65	28	4	2	102	63	

Traffic Count Program Note(s):

100% of the scheduled HPMS counts for 2007 have been completed.

1210.06

Analyzed projected employee growth factors through 2030 from the Traffic Analysis Zones (TAZs) where Pfizer and the Vigo County Industrial Park are located, in response to a request from a consultant hired by Vigo County to conduct a traffic study in this area.

At the request of a consultant under contract with INDOT, analyzed, interpreted and prepared a special traffic count report in support of the SR 42/Swalls Road Intersection Improvement Project (DES #0012910).

Responded to numerous requests from the students in ISU's MBA Program for traffic count data on sections of US 41 and US 40 as part of the students final semester project to determine a site for a new business.

At the request of the Vigo County Commissioners, conducted a special traffic count study and railroad crossing inventory verification at the crossing on Dallas Road where a vehicle/train accident occurred in August 2007.

1210.07

Worked with the Evansville MPO to develop the technical skills and methodology to conduct a travel-time delay study for a intersection improvement project at Wabash Ave., Fruitridge Ave. and Blakley Ave.

1210.09

Assessed the potential roadway system impact of the sale of a parcel of airport property to a trucking company building a new terminal adjacent to the airfield.

Briefed the new airport director on the role of the Transportation Technical Committee and the Transportation Policy Committee, and on his responsibilities as a member of the technical committee.

Percent of Annual Program Element Completed 28.99%

Anticipated Delays or Problems

None. Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.

1215 – Transit Ridership Survey

Overall Objective

Collect all necessary transit ridership survey trips and financial data concerning operation of the Terre Haute Transit Utility (THTU) for the required completion and submission of an annual *National Transit Database Report* to FTA and INDOT.

Work Element Activities

1215.01

Eighteen (18) transit ridership surveys were completed this quarter to help fulfill Title VI requirements. 42.31% of the surveys for 2007 are now complete.

1215.03

On a monthly basis, collected and compiled ADA ridership information from THTU drivers. A total of 5,477 ADA trips occurred this quarter.

1215.04

Compiled and analyzed monthly THTU operational and revenue data, and prepared three (3) comprehension monthly performance reports in preparation for development and submission of the annual *National Transit Database Report*.

1215.06

Verified the length (mileage) of various THTU routes and provided the results of this analysis to the THTU Manager.

1215.07

Continued to monitor implementation and operation of the THTU Saturday service. Ridership on Saturday's during this quarter continued to exceed the benchmark of 400 riders per day.

Percent of Annual Program Element Completed 37.65%

Anticipated Delays or Problems

The addition of several new bus routes, development of the Coordinated Public Transit Human Services Transportation Plan (CPTHSTP), implementation of the THTU night service and several other factors impacted completion of FTA ridership surveys this quarter. However, 100% of the random statistical sample will be completed by the end of 2007.

Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.

1220 – Transportation Improvement Program

Overall Objective

Prepare, maintain and manage the Transportation Improvement Program (TIP) with the formal programming of transportation improvement project phases to be implemented in a four-year period using planning support from transportation system analysis reports, the Long-Range Transportation Plan, freight movement analysis and results of ridership enhancement strategy studies. The TIP will be used to support programmed projects of the Indiana Statewide Transportation Improvement Program (INSTIP). All projects utilizing federal-aid assistance must be properly listed in the TIP and INSTIP.

Work Element Activities

1220.02

Organized and conducted Transportation Technical Committee and Transportation Policy Committee meetings on the following dates.

Technical Committee

August 28, 2007
September 18, 2007.

Policy Committee

July 17, 2007.

1220.03

Prepared, coordinated and processed the following administrative modifications to the 2007-2010 TIP, which were ultimately endorsed by the Transportation Policy Committee.

DES #0100390, Bennett Lane Bridge over CSX Railroad
DES #0101298, Ohio Blvd-Deming Park Pathway
DES #0200375, Canal Road Phase I
DES #0400816, I-70 & US 41 Interchange – Landscaping & Retention Pond Reconfiguration
DES #0500090, Brown Ave – Phase I: Locust St to Maple Ave.
DES #0600334, Pedestrian/Bike Trail on Poplar St.

Prepared, coordinated and processed the following amendments to the 2007-2010 TIP, which were adopted by the Transportation Policy Committee.

DES #0500091, Brown Ave – Bridge Over Lost Creek
DES #0500965, Brown Ave – Phase II: Wabash Ave to Locust St.
DES #0500967, Brown Ave – Phase III: Wabash Ave to Ohio Blvd.
DES #0710546, SR 641: Remove Buildings

At the request of the Indiana MPO Council, compiled and submitted data to the council on the number of INDOT TIP amendments processed by the MPO for the period 2003 – 2007.

1220.05

Throughout the quarter, successfully worked with local government officials, the Transportation Policy Committee, INDOT and FHWA officials to resolve issues related to a proposed new eastern alignment of SR 641 and to advance this proposal beyond a conceptual stage.

Repeatedly met with the Vigo County Commissioners, Vigo County Engineer, the county's engineering firm (BLA), county council representatives and INDOT officials to discuss the Canal Rd. Phase I bid, which came in nearly double the engineers estimate, and to develop a plan to secure

additional funding for the project so it could be placed back on the INDOT letting list for October 31, 2007.

1220.06

During the past 60 days, worked with the INDOT TELUS point of contact to provide input on the way the MPOs and INDOT might share TELUS and SPMS data.

1220.07

As a result of four (4) TIP amendments, consulted with the Interagency Consultation Group (IGC) to determine whether or not a new air quality conformity determination would be needed.

Worked with the FHWA Indiana Division and FHWA Resource Center to develop the methodology and skills to conduct off-model quantitative analyses for two (2) unique CMAQ projects.

Percent of Annual Program Element Completed 19.52%

Anticipated Delays or Problems

None. Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.

1247 – Transportation Plan Development

Overall Objective

Carryout those processes and actions that result in development and maintenance of a Transportation Plan (TP) with a minimum of a 20-year planning horizon for the Terre Haute/Vigo County Metropolitan Planning Area (MPA) and the on-time execution of projects identified in the TP.

Work Element Activities

1247.01

Developed a self-launching CD and menu-driven system for electronically accessing the June LRTP amendment, supporting AQ Conformity Demonstration, approved FY 2007-2010 TIP, and the 2008 UPWP, which was distributed to twenty (20) government officials in lieu of paper copies of these MPO products.

Interviewed a small number of local government officials to gather information on a preferred methodology for completing a TP update with a new planning horizon of 2035.

Chief transportation planner and executive director met to map out a strategy and timeline for developing a RFQ to support a Transportation Plan update in 2007/2008.

1247.04

Started the process to validate functional roadway classification codes and to build a TransCAD point layer to depict these codes and HPMS IDs.

1247.06

Researched and reviewed a variety of traffic analysis software tools available to assist in the evaluation of CMAQ project applications, with the intent of purchasing a tool by the end of this quarter.

Percent of Annual Program Element Completed 7.88%

Anticipated Delays or Problems:

None. Except as noted, most tasks associated with this element are on-going and will continue through the end of the program year.