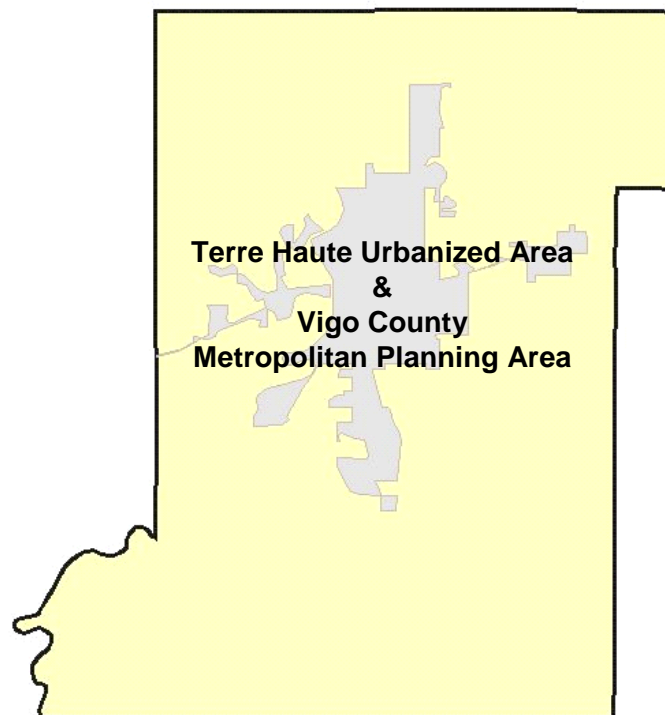




SFY 2010 Unified Planning Work Program Quarterly Progress Report



December 25, 2009 to March 24, 2010

Prepared By:

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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 SFY 2009 – SFY 2010 Unified Planning Work Program (UPWP). The report only identifies those sub-elements task where substantial activity (work) or progress occurred during this quarter.

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Overall Program Funding Summary

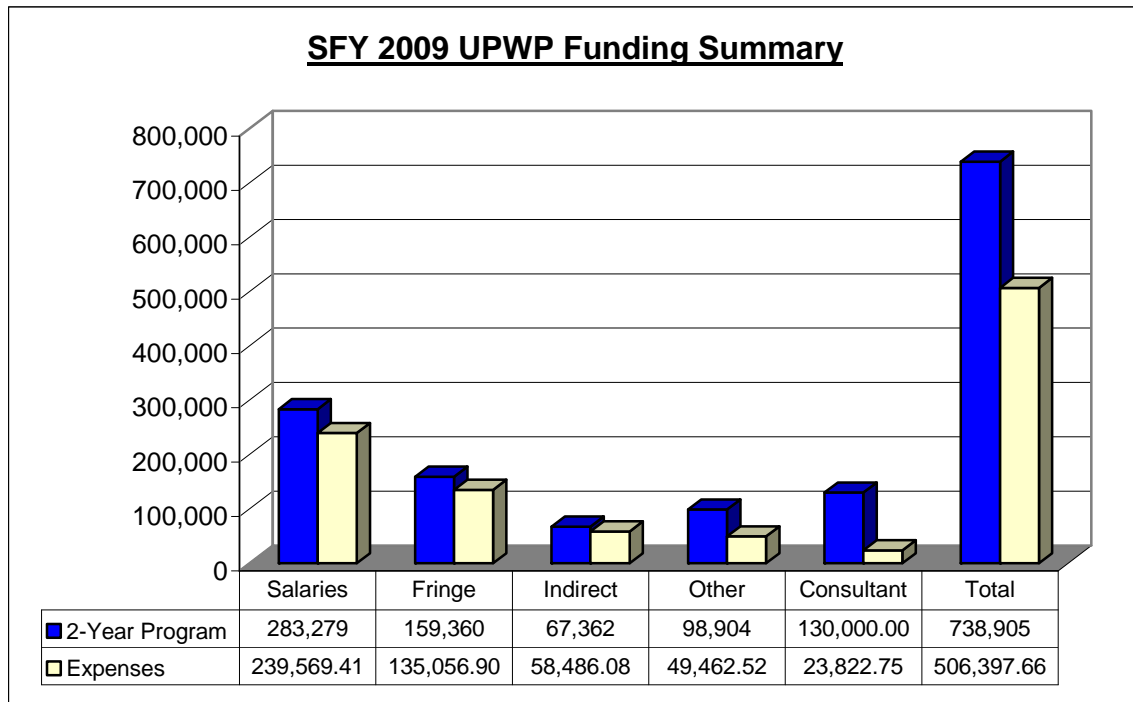


Figure 1 - Overall Program Funding Summary

Detailed information about the status of programmed work and funding for each program element (i.e. 1200, 1203, etc.,) is provided in the applicable program element section of this report. As of the end of this quarter over 68% of the \$738,905 provided for this two year UPWP has been executed. Actual expenses incurred this quarter for consultant services associated with the development of the new multijurisdictional trails and greenway for the Metropolitan Planning Area (MPA) were \$23,290.75 or 23.7% of the total contract cost of \$83,970. At this point in time the MPO anticipates no problems completing remaining programmed work contained in the UPWP.

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 & Coordination

Objective: Establish and manage a fair and impartial setting, and the support systems and processes, to successfully conduct continuing, cooperative and comprehensive (3C) metropolitan transportation planning in the Terre Haute Urbanized Area and Vigo County.

Work Elements/Methodologies:

1200.01 Program Administration, Coordination & Support

Continued to monitor, implement and carry out a wide variety of unprogrammed tasks and work generated by the American Recovery & Reinvestment Act of 2009 (ARRA).

Performed the routine administrative, personnel, fiscal, contractual and management activities and tasks necessary to maintain and support a viable metropolitan transportation planning process.

Actively participated in the following internal agency meetings and planning sessions:

WCIEDD Planning Staff Meeting – January 22nd and March 19th
WCIEDD Board of Directors Meeting – January 25th and March 22nd

Actively participated in the following meetings and planning sessions involving public or private stakeholders or stakeholder groups:

Wabash River Development & Beautification, Inc – January 20th and March 17th
Railroad Relocation Planning Committee – January 12th and March 9th
2010 Census Community Count Committee – January 19th, February 16th and March 23rd
State of the City Address – February 4th
Coordination Meeting with HWC – March 10th
HNTB Coordination Meeting (by conference call) – March 12th

Actively participated in meetings, events or training sessions sponsored by the following professional groups or organizations to collaborate, network or develop professional competence:

NARC Transportation Finance Subcommittee Webinar – January 20th
NHI Webinar: Objectives-Driven, Performance-Based Planning for Operations: A New Resource – January 25th
NARC NAAQS Ozone Conference Call #2 – January 27th
NARC Conference Call regarding the new proposed National Ambient Air Quality Standards (NAAQS) – February 24th
ICLEI Webinar: HUD Sustainable Communities Planning Grants Program Structure – March 4th
HPMS 2010 Webinar Series – March 8th and March 25th
NARC Transportation Committee Webinar – March 9th
Purdue Road School – March 9th & 10th (2 Staff Members)
CTPP Snapshot Webinar – March 11th
FTA Federal Financial Report Webinar – March 16th
FTA Federal Section 1512 Webinar – March 26th

Participated in an Indiana MPO Council Teleconference on January 15th to discuss preliminary plans for implementing the Main Street Jobs Act of 2010 if it enacted by Congress later this year.

Participated in a follow-up Indiana MPO Council Teleconference concerning the Main Street Jobs Act of 2010 on February 25th.

Worked with FHWA and INDOT representatives to tentatively schedule the MPO Triennial Planning Review for April 28-29, 2010.

At the request of the City of Terre Haute, drafted and sent letters of support for another Margaret Ave. Project Earmark to Senator Lugar and Representative Ellsworth.

Notified potential Vigo County applicants of the *2010 Safe Routes to School Call for Projects* and offered the applicants technical assistance and advice.

1200.02 UPWP Development, Execution & Monitoring

Developed, coordinated and published three monthly progress reports for the WCIEDD Board of Directors.

Began work on development and publication of the new SFY 2011-2012 Unified Planning Work Program (UPWP).

1200.03 MPO Committee Operations and Support

Prepared, coordinated and distributed meeting agendas, resolutions, supporting materials and minutes, and hosted the following MPO committee meetings:

Transportation Advisory Committee – January 14th
Transportation Policy Committee (TPC) – January 26th
Transportation Technical Committee – February 23rd
Citizens Advisory Committee/Disabled Advisory Committee (CAC/DAC) –
March 24th

Scheduled and conducted a special Transportation Advisory Committee/Coordinated Public Transit Human Services Transportation Committee Meeting on February 18th to review and make recommendations concerning 2010 transit grant applications.

Completed the annual bylaws review for the Transportation Policy Committee and the Transportation Technical Committee.

Updated committee membership lists and meeting schedules.

1200.04 Air Quality & Conformity

Completed required system training, collected Congestion Mitigation Air Quality (CMAQ) data and entered the data into the FHWA Information System for the FY 2009 CMAQ Emissions Reduction Report to Congress.

Attended and actively participated in the Indiana MPO Air Quality Committee Meetings on January 28th and March 25th.

Prepared and issued the *SFY 2011-2013 Call for Congestion Mitigation Air Quality (CMAQ) Projects*.

Downloaded and installed the new U.S. EPA MOVES software, which will be used to assess the air quality impact of transportation projects.

1200.06 Multimodal Planning and Coordination

Status/Assessment:

Essential programmed and unprogrammed work associated with this element was substantially completed this quarter. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

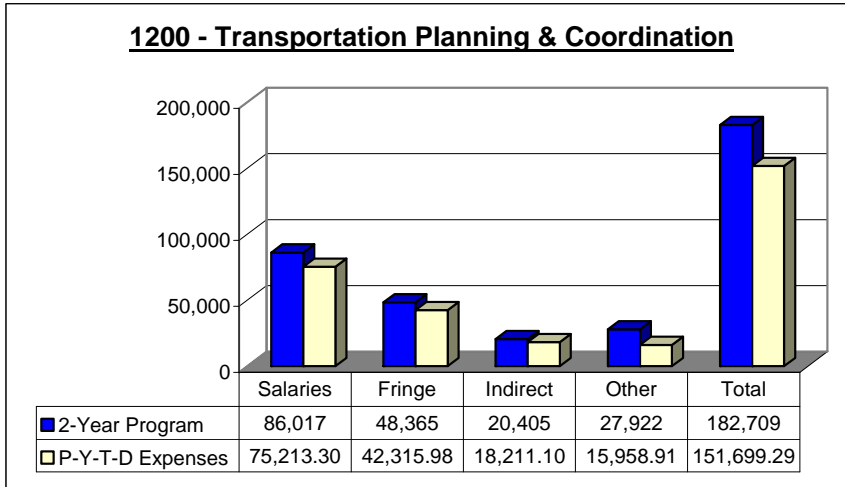


Figure 2 - Program Element 1200 Funding Recap

1203 – Transit Planning and Administration

Objective: Monitor, carry out and provide oversight of transit planning activities that lead to delivery of affordable transit services that help meet the mobility needs of people; provide technical assistance and advice to transit operators and our planning partners; and provide planning and operational support to the Terre Haute Transit Utility.

Work Elements/Methodologies:

1203.01 Planning and Coordination

Completed work with THTU on development and submission of their Semi-Annual DBE Report for 2009.

Continued to work with THTU on fulfillment of periodic ARRA reporting requirements.

Worked with THTU to research and develop an additional ARRA project to purchase and install a wash facility.

Completed mileage charts for day and evening bus routes throughout the county.

On February 4th, participated in a NTI Webinar about Bus Rapid Transit and determined that Terre Haute does not qualify for this type of service.

1203.02 Funding & Grants

Prepared and submitted a resolution to obtain Terre Haute City Council approval of THTU's application for a 2010 FTA 2010 Operational Assistance Grant.

Prepared and submitted the THTU 2010 Operational and Capital Assistance Grant using the TEAM Program. (Grant is waiting on 2010 funding before it can be approved for drawdowns.)

Working with THTU to obtain required documentation to closeout grant IN-90-0584.

Completed two THTU drawdowns (\$227,630) from the utility's 2009 ARRA Grant. This brings their total drawdowns for this grant to \$294,387.00.

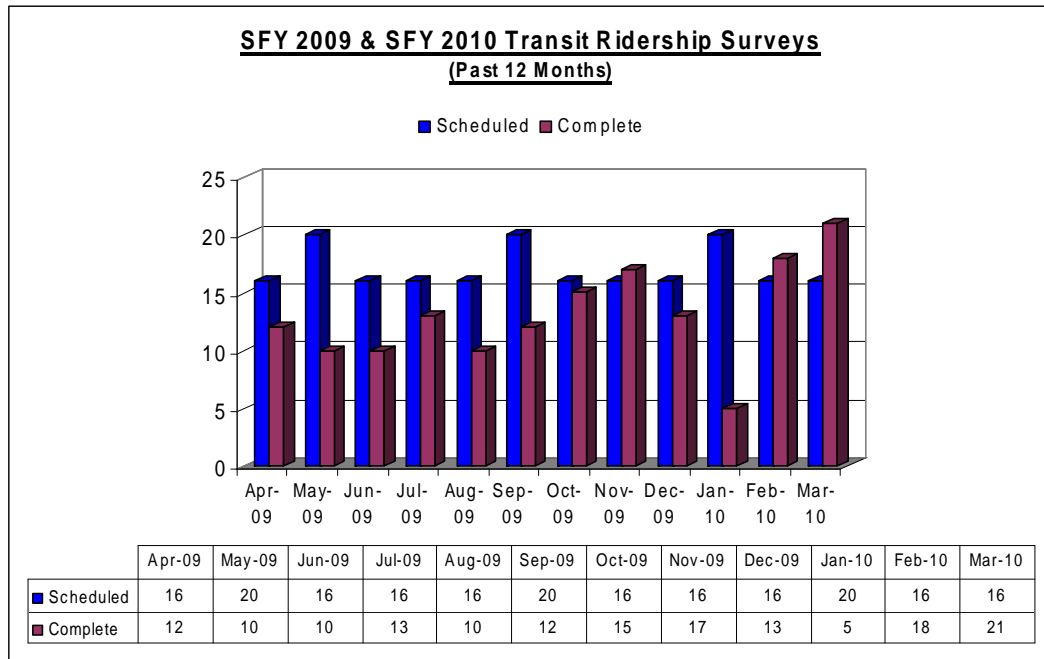
1203.03 Terre Haute Transit Utility Support

Completed the December 2009 and January and February 2010 Progress Reports on Ridership and Revenue, and submitted these reports to THTU for review.

Began working with THTU on submission of their 2009 Annual NTD Section 15 Report, which is due to FTA by April 15th.

Continue to work with THTU on full implementation of the new electronic farebox system purchased with ARRA funds.

The following graph summarizes progress made so far this program cycle regarding completion of fixed route transit ridership surveys.



Status/Assessment:

Again this quarter, a considerable amount of time and effort was expended carrying out work associated with ARRA. However, all programmed and unprogrammed work under this element for the 3rd Quarter of SFY 2010 is substantially complete. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

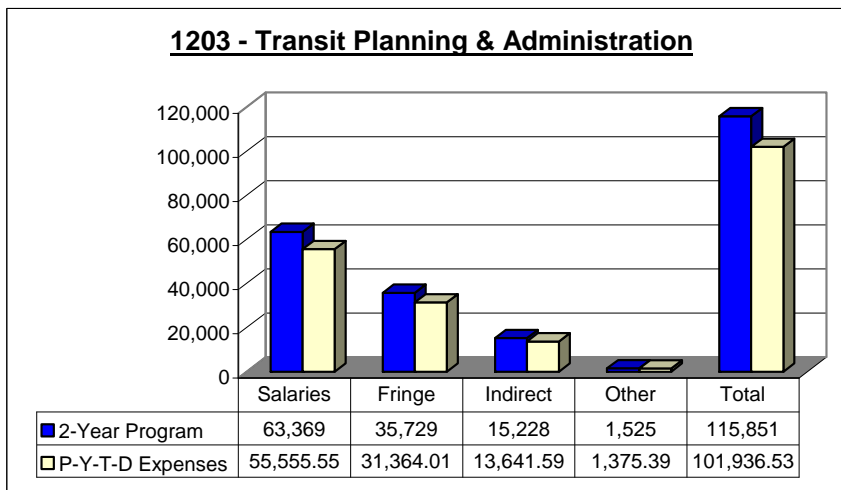


Figure 3 - Program Element 1203 Funding Recap

1210 – Data Collection and Analysis

Objective: Collect, maintain and analyze the air quality, socio-economic, demographic, historic, land use, freight, roadway, traffic count, transportation systems, etc., data needed to support fact based transportation planning and decision-making, and to refine and maintain the MPA's Travel Demand Model (TDM).

Work Elements/Methodologies:

1210.01 Census Activities

Participated in Community Count Committee Meetings (2010 Census) hosted by the City of Terre Haute on January 19th, February 16th, and March 23rd.

Prepared and submitted articles about the upcoming 2010 Census in the March and April editions of *Older Living*, which published by the Area 7 Agency on Aging.

Completed the 2010 Participant Statistical Areas Program (PSAP) verification for Vigo County and submitted the verification to the U.S. Census Bureau.

Continued to monitor and screen weekly newsletters and products being disseminated through the Census Transportation Planning Products (CTPP) network.

1210.02 Traffic Count Program and Studies

Continued work on development of a new consolidated traffic count database that will serve as the repository for urban and rural traffic count information in the six counties served by the MPO.

Continued to work with Burgess & Niple on development of the new multi-jurisdictional trails and greenways plan for the Metropolitan Planning Area (MPA).

- On March 18th, co-hosted a combined meeting of the project management and trails advisory committees at the Girl Scout Council Office.
- Reviewed and provided the consultant feedback about a survey designed to obtain input from the public about use and development of the trails and greenways network.
- Reviewed and processed invoices (total of \$23,290.75) from Burgess & Niple for services rendered thus far on this planning project.

Utilizing information from the Terre Haute – Vigo County Travel Demand Model, responded to an INDOT request for traffic count forecasts for the SR 641 Bypass Project.

Completed required administrative work (preparation of count worksheets, maps, etc.) to begin the 2010 traffic count season in mid-April.

Responded to several requests from developers and realtors who needed urbanized area traffic count information.

In February, planned and conduct a special event related traffic count for the Vigo County Parks Department.

1210.03 Traffic Accident Data and Safety

Using the Indiana State Police Automated Report Information Exchange System (ARIES), continued the process of collecting and analyzing Vigo County traffic accident data for calendar year 2010.

Engaged in the following data gathering and study activities to prepare for an upcoming Road Safety Audit (RSA) at the intersection of 7th Street and Davis Avenue:

- Observed traffic on two occasions and took pictures of conditions and driver behavior during peak hours
- Gathered and analyzed traffic count data
- Collected and analyzed traffic accident information
- Collected school bus data from Vigo County School Corporation
- Utilized Google Earth to view 7th and Davis intersection features, measure distances and download aerials for reference materials

1210.04 Travel Demand Model (TDM) Development, Maintenance and Operation

Continued to refine and update TDM data to support short- and long-range planning efforts.

Built various maps (i.e. railroad, functional classification, etc.) to support ongoing planning activities and projects.

Geo-coded and developed a new route map for THTU.

Status/Assessment:

All programmed and unprogrammed element work for the 3rd Quarter of SFY 2010 is considered to be substantially complete. A substantial amount of progress was made this quarter on development of the multijurisdictional trails and greenways plan. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

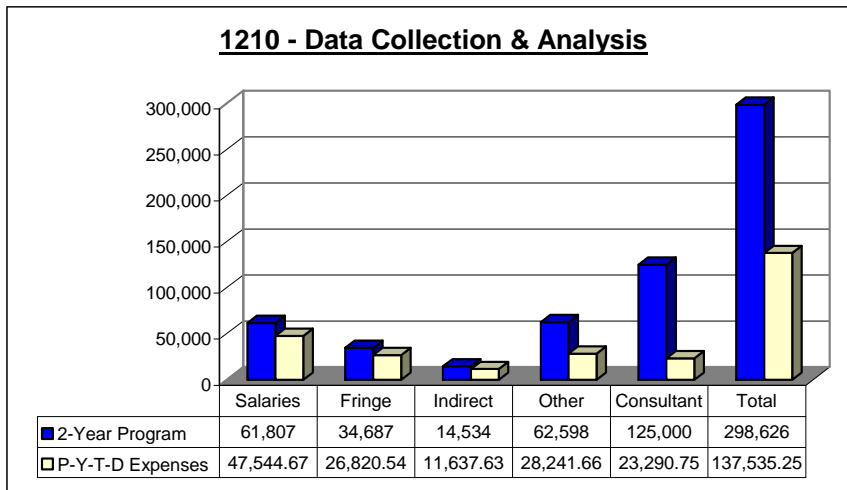


Figure 4 - Program Element 1210 Funding Recap

1215 – Public Participation Program

Objective: Strive to maintain and promote a proactive public involvement process that provides complete information, timely public notice, public access to key decisions, and supports early and continuing opportunities for the public and interested stakeholder involvement in the transportation planning process.

Work Elements/Methodologies:

1215.01 Program Administration

Completed a major overall of the agency's and the MPO's linked websites to improve each site's functionality. Also performed routine tasks associated with the day-to-day administration and management of the agency's and MPO's linked sites.

Posted information updates, meeting notices, agendas, minutes and various documents for public review and/or comment on the MPO website.

Completed a preliminary draft of an Updated Public Participation Plan to ensure the document/process continues to effectively fulfill establish public participation goals.

In a timely manner, responded to several local media requests for more information about the transportation projects that were funded under the American Recovery & Reinvestment Act of 2009.

Developed a PowerPoint Presentation about the status of transportation projects and activities, and presented this presentation to the Terre Haute Kiwanis Club on March 9th.

1215.02 Program Coordination

Worked with the Tribune-Star Publishing Company to promote and solicit public participation in a Trails & Greenways Survey that's being conducted in conjunction with the development of the new trails and greenways plan.

Prepared, published and posted the 2010 THTU Program of Projects for public review and comment.

Status/Assessment:

Third quarter work programmed under this element is substantially complete. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

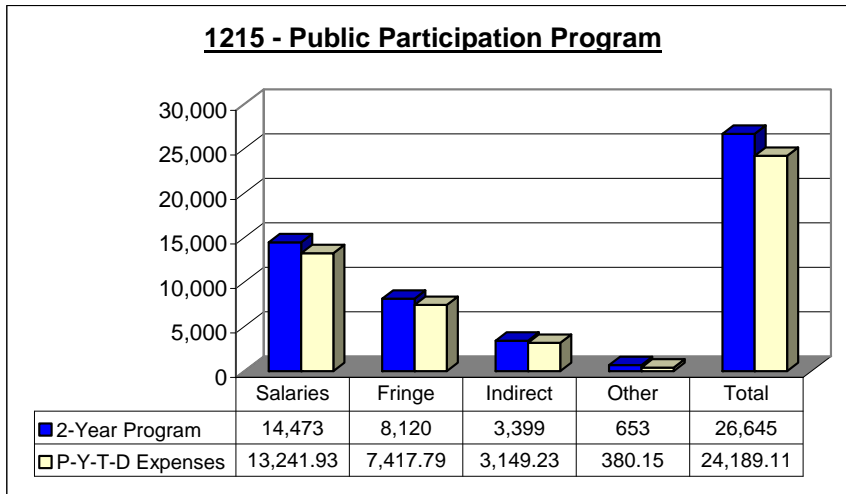


Figure 5 - Program Element 1215 Funding Recap

1220 – Transportation Improvement Program

Objective: Develop and maintain a short-range (four year) Transportation Improvement Program (TIP) that identifies programmed capital and non-capital surface transportation improvement projects (or phases of projects) to be funded using federal funds provided under 23 U.S.C. and 49 U.S.C. Chapter 53 (including: Transportation Enhancement projects, Federal Lands Highway Program projects, safety projects included in the Indiana Strategic Highway Safety Plan, trails projects, pedestrian walkways and bicycle facilities). The TIP must be fiscally constrained and also include regionally significant projects requiring an action by the FHWA or the FTA, regardless of the funding source. Each project or project phase included in the TIP shall be consistent with the approved metropolitan transportation plan and the TIP must conform to the Clean Air Act and EPA transportation conformity regulations (40 CFR part 93). The TIP will be updated as needed or at least once every four years.

Work Elements/Methodologies:

1220.01 Program Administration & Management

Performed routine tasks associated with the day-to-day maintenance of the Transportation Improvement Program (TIP) database.

Prepared, coordinated, processed and distributed the number of TIP administrative modifications indicated in Figure 9 this quarter.

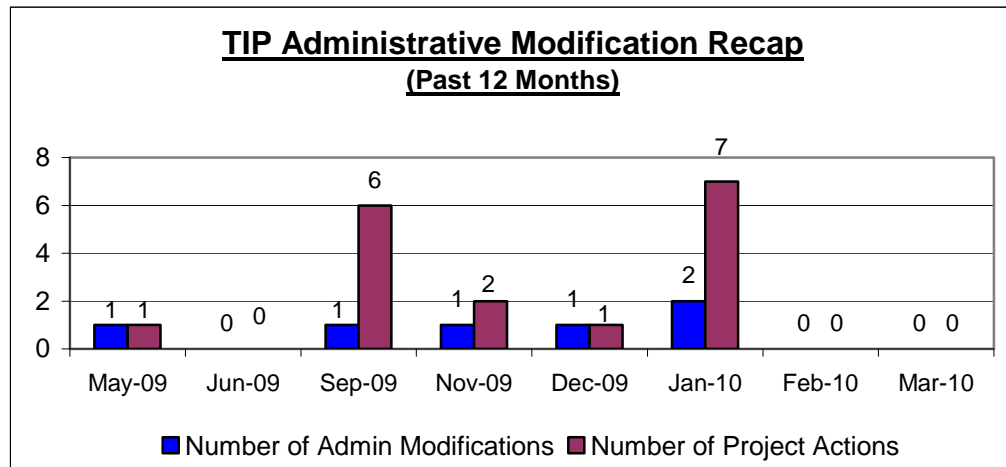


Figure 6 - TIP Admin. Modifications

Prepared, coordinated, processed and distributed the number of TIP amendments indicated in Figure 10 this quarter.

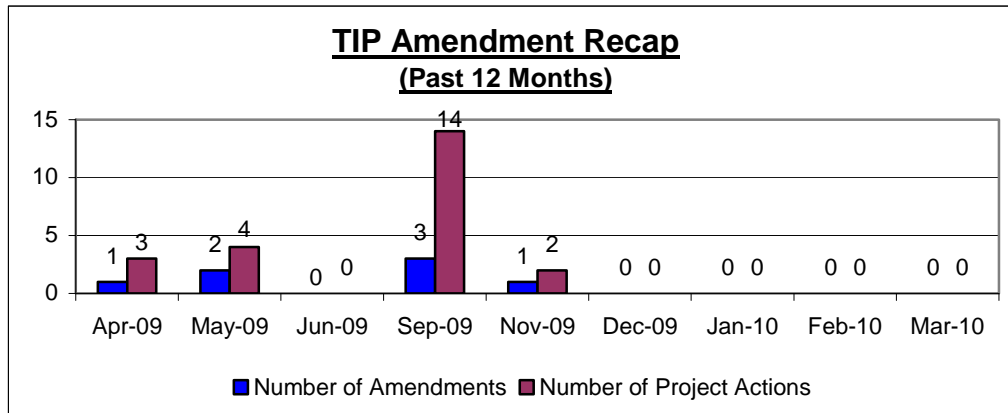


Figure 7 - TIP Amendments

Continued to work with FHWA and INDOT to develop an improved process to try and collect data to prepare the annual listing of projects for which federal funds are obligated.

Completed an in depth analysis of the new SFY 2010-2013 Indiana State Transportation Improvement Program (INSTIP) and the MPO's existing SFY 2007-2010 Transportation Improvement Program (TIP).

- Identified project disconnects between the two programs in SFY 2010.
- Took action to correct identified disconnects by processing TIP and INSTIP amendments or administrative modifications.

1220.02 Project Implementation

Worked with project sponsors, consultants, INDOT, etc. to help resolve problems or to facilitate efforts to keep the following programmed projects on track in either the project development or project construction cycle.

- | | |
|---|--|
| 7 th & Springhill Intersection Improvement | Poplar Street Trail |
| South SR 63 Curve Correction | Riley Lock 42 Restoration |
| Margaret Ave: 7 th St. to 14 th St. | TH Grain Railroad Relocation |
| Brown Ave. Trail | Springhill Resurfacing: US 41 to 7 th St. |
| Margaret Ave: US 41 to 7 th Street | Lafayette & Park Intersection Improvement |

Worked with Vigo County and INDOT representatives to secure 100% ARRA funding the Springhill Rd Resurfacing Project from US 41 to 7th Street.

Developed and coordinated a proposed plan for local implementation of the Main Streets Job Act of 2010, if the bill is enacted by Congress.

Worked with the local project sponsors to make sure 100% of their required INDOT Quarterly Project Reports were submitted to the Crawfordsville District.

Continued work on development of new project management tools to help ensure projects stay on track for letting.

1220.03 New TIP Development

Continued to work with our planning partners on development of a new SFY 2010-2013 TIP.

Status/Assessment:

Third quarter work programmed under this element is substantially complete. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

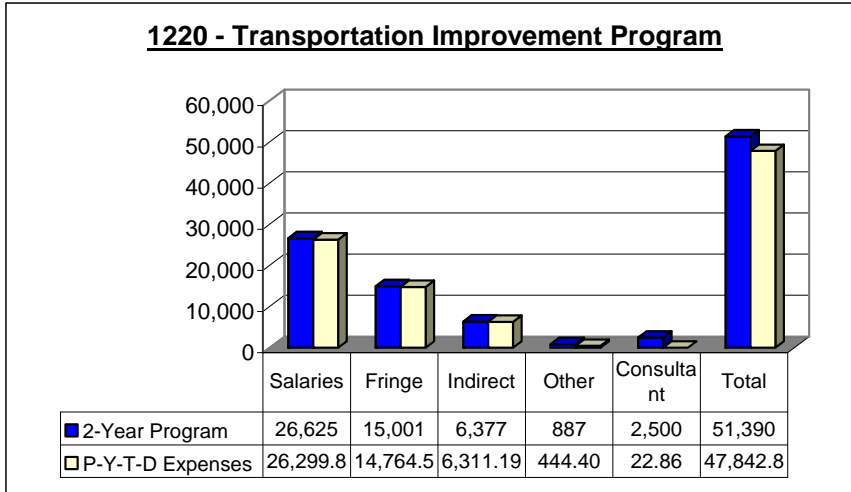


Figure 8 - Program Element 1220 Funding Recap

1247 - Metropolitan Transportation Plan

Objective: Develop and maintain a long-range multimodal transportation plan for the Metropolitan Planning Area (MPA) that fosters: (1) mobility and access for people and goods, (2) efficient system performance and preservation, and (3) good quality of life. This plan must cover a planning horizon of at least twenty years and be updated when projects that add highway capacity are to be added, modified or deleted or at least once every four years. A formal determination must be made that this plan and any updates conform to the Clean Air Act and EPA transportation conformity regulations (40 CFR part 93).

Work Elements/Methodologies:

1247.01 Plan Administration & Management

Performed routine tasks associated with the administration and management of the *Updated 2030 Long Range Transportation Plan*.

Continued to work with the City of Terre Haute, Vigo County, the Federal Railroad Administration, INDOT and other stakeholders to develop and submit the required Statement of Work and FRA Grant Application to secure a \$430K planning earmark that will be used to identify and validate the purpose and need for a series of practicable short and long term railroad improvements projects that will help mitigate the adverse effects of rail operations in the urbanized area.

In collaboration with the Terre Haute City Engineer, developed and issued the Request for Proposal (RFP) that will be used to hire a consultant to assist us with development of the rail line relocation and improvement plan, once the aforementioned grant is officially awarded.

On March 25th, met with INDOT officials to review and discuss congestion maps and their plans for updating the Indiana Long Range Transportation Plan.

Organized a meeting with officials from the City of Terre Haute, Indiana State University, INDOT and the MPO to discuss the university's new master plan and transportation projects proposed in this plan.

1247.02 Project and System Evaluation

To maintain the capability to analyze and assess transportation needs, and to evaluate the impact of proposed projects, renewed the agency's TransCAD Support Agreement for another year (\$995.00).

Status/Assessment:

Third quarter work programmed under this element is substantially complete. At this time, anticipate no problems carrying out the remaining programmed work in this element for SFY 2010.

Work Element Funding Recap:

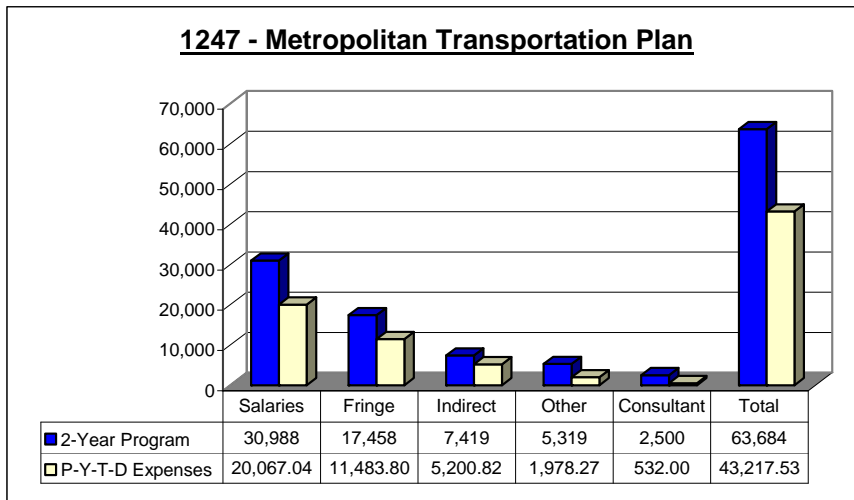


Figure 9 - Program Element 1247 Funding Recap