

**SIoux CITY METROPOLITAN AREA
IOWA- NEBRASKA- SOUTH DAKOTA**

FY 2015

(JULY 1, 2014 – JUNE 30, 2015)

**TRANSPORTATION PLANNING
WORK PROGRAM**

**SIouxLAND INTERSTATE METROPOLITAN
PLANNING COUNCIL
METROPOLITAN PLANNING ORGANIZATION**

**THIS PROGRAM WAS PREPARED WITH FUNDS PROVIDED THROUGH THE MOVING AHEAD FOR PROGRESS IN THE 21ST
CENTURY (MAP – 21)**

APPROVED ON : APRIL 24, 2014

Final April 24, 2014

ACKNOWLEDGMENTS

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Mark Nagra, Vice Chairperson	Engineer	Woodbury County, IA
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INTRODUCTION

The Siouxland Interstate Metropolitan Planning Council (SIMPCO), as the Metropolitan Planning Organization (MPO), has developed a **Transportation Planning Work Program (TPWP)** for the Sioux City Metropolitan Planning Area (hereinafter referred to as the “Metropolitan Planning Area”) consisting of the cities of Sioux City and Sergeant Bluff, Iowa; Dakota City and South Sioux City, Nebraska; Dakota Dunes and North Sioux City, South Dakota; and the unincorporated portions of Woodbury, Plymouth, Dakota, and Union Counties that lie within the metropolitan planning area boundary. This TPWP was put together under the direction of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (Iowa DOT), Nebraska Department of Roads (NDOR), and South Dakota Department of Transportation (SDDOT), as a requirement of the Moving Ahead for Progress in the 21st Century (MAP-21). MAP-21 was signed by the President on July 6, 2012. MAP-21 provides federal funding authorizations for the highway network, highway safety, alternative modes, and mass transportation through Fiscal Year 2014. MAP-21 builds on the foundation set by the past transportation bills, the Intermodal Surface Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21) and the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

It is the purpose of the *MPO Transportation Planning Work Program FY 2015* to provide all citizens of the Metropolitan Planning Area, the FHWA, FTA, Iowa DOT, NDOR, and SDDOT with the MPO multimodal and intermodal transportation planning work program, including the objectives and budget for fiscal year 2015 (July 1, 2014 – June, 30 2015). Preparation of the TPWP consisted of compiling background information provided through the U.S. Census, U.S. DOT, Iowa DOT, NDOR, SDDOT, and other named sources. The MPO was responsible for the preparation of this TPWP, with guidance given by local and county officials, the MPO Transportation Technical Committee (TTC), Policy Board, and through citizen input. The information in this program represents a continuing planning process that will be reviewed and modified annually. The purpose of a TPWP is to serve as a guiding document of information addressing current and projected transportation needs and work products for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such.

The information contained in the following pages will provide a better understanding of the MPO transportation planning work program proposed for FY 2015. Decisions made with this planning process utilize current transportation network characteristics, current and projected social, physical, environmental, and economic characteristics, as well as various local and county citizen participation, and local official involvement. Several local and regional meetings were held throughout the development of the *MPO Transportation Planning Work Program FY 2015* in order to encourage and receive a diversity of information and participation.

Transportation issues facing the region are identified in the 2035 Long Range Transportation Plan that was approved on January 6, 2011. The 2035 Long Range Transportation Plan divides transportation issues by mode, however, there may be instances that the issues overlap between modes. Below is a list of issues identified in the 2035 Long Range Transportation Plan.

Bicycle and Pedestrian Issues:

- Coordination between regional, local and DOT staff on bicycle and pedestrian transportation needs, issues and concerns.
- Lack or gaps in bicycle and pedestrian infrastructure.
- Lack of safety and education (public awareness programs) regarding bicycles and pedestrians safety.

Transit Issues:

- Low ridership.
- Mobility issues relating to transit dependent populations.
- Limited funding to increase or expand transit services.
- Coordination between health/human service providers, private transportation providers and public transit.
- Lack of ITS projects such as routes linking to cell phones or real time route information for riders.

Streets and Highway Issues:

- Geographic issues. A non-grid-like layout of the arterial street network caused by the Missouri River and Loess hills topography. Major arterial roads often follow the valleys or may follow very steep hills, or there may be a gap in several places in the metro area.
- Lack of a west/east four-lane highway through the metro area. More specifically NE 35 and US Highway 20 in Iowa.
- East-west connectivity on the north side of the planning area.
- At-grade railroad crossings with increase rail traffic.
- Lack of new interchanges and road alignments to facilitate economic development.

Freight/Intermodal Issues:

- Coordination between freight providers and MPO.
- Lack of diversity in flights and airlines coming in and out of airport for passengers.
- No dedicated cargo serving the airport.
- Low river levels causing barge traffic to be impossible.
- Railroad crossing and operational safety as freight rail continues to grow in the metro area.

PLANNING EMPHASIS AREAS

In April 2014, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) jointly issues Planning Emphasis Areas (PEAs). The PEAs for FY 2015 include:

MAP-21 Implementation: *Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievements of transportation system performance outcomes.

Models of Regional Cooperation: *Promote cooperation across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized area. This cooperation could occur through metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and State boundaries includes the coordination of transportation plans and programs, corridor studies, projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPOs and operators of public transportation on activities such as: data collection, data storage and analysis, and analytical tools and performance based planning.

Ladders of Opportunity: *Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.* Essential services including housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in the transportation system connectivity that preclude access of public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

TPWP DEVELOPMENT PROCESS

Siouxland Interstate Metropolitan Planning Council

The Siouxland Interstate Metropolitan Planning Council (SIMPCO) functions as the Metropolitan Planning Organization, responsible for the submission of transportation planning documents to the FHWA, FTA, Iowa DOT, NDOR, SDDOT, and public distribution. SIMPCO (staff) works with the MPO Policy Board and Transportation Technical Committee. Meaningful public involvement will be encouraged and actively sought throughout the planning and development of the area's transportation plans and programs. Area citizens will be provided an opportunity and encouraged to comment on every aspect of the transportation planning process through planning meetings, public hearings, and individual correspondence. SIMPCO will facilitate the development of all planning elements for the Metropolitan Planning Area.

Staff The SIMPCO professional staff is available to aid local officials and concerned citizens in implementing transportation and various community improvement programs in an overall effort to enhance the area. Staff members encourage and assist local leaders in several programs, with strong emphasis on the benefits of regional cooperation and coordination. The SIMPCO staff involved with transportation planning includes an Executive Director, Transportation Planning / MPO Director, and two transportation planners.

Duties The Transportation Planning / MPO Director, with assistance from two transportation planners, are responsible for the development and management of transportation activities as outlined in MAP-21. The Executive Director is the agency's Chief Administrative Officer and Chief Operating Officer and is responsible for the oversight of the agency's activities, acting as its decision-maker and policy coordinator. The Executive Director also coordinates activities of the entire staff and ensures a cohesive outline in order to develop a positive approach to the area transportation planning initiative.

Policy Board

The MPO Policy Board will be responsible for establishing and setting policy for the metropolitan planning area's transportation network objectives. The Policy Board will approve the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP), and the Passenger Transportation Plan (PTP) planning elements prior to submittal to the FHWA, FTA, Iowa DOT, NDOR, and SDDOT.

Transportation Technical Committee

The MPO Transportation Technical Committee (TTC) is responsible for the month-to-month administration of the transportation planning process, providing data and technical assistance necessary for the development, maintenance, and recommendation to the Policy Board of the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP) and the Passenger Transportation Plan (PTP).

MPO WORK ELEMENTS

MAP-21 emphasizes transportation planning activities at both the state and regional levels. There is a federal requirement for a statewide planning process in cooperation with Metropolitan Planning Organizations. Both state and Metropolitan Planning Organizations are required to prepare 20 year long-range transportation plans. The MPO Policy Board adopted the *2035 SIMPCO MPO Long Range Transportation Plan* on January 6, 2011. The MPO developed long range planning objectives for the multimodal and intermodal transportation planning element within the Metropolitan Planning Area. The objectives were developed from citizen participation, city and county representation, the Iowa DOT, NDOR, SDDOT, FTA, FHWA, and from a list of transportation priorities developed by the Transportation Technical Committee. These MPO work elements were developed to provide a foundation of fully integrated, economically feasible, and efficient means of transportation planning within the Metropolitan Planning Area, and as it relates to the planning processes in Iowa, Nebraska, and South Dakota.

Element A Transportation Planning Work Program (TPWP) 1%

- TPWP/Budget
- Progress Reports/Reimbursements

Objective: Prepare, monitor and maintain a Transportation Planning Work Program for the MPO.

FY 2014 Accomplishments:

- *SIMPCO MPO Transportation Planning Work Program FY 2014* produced and approved May 1, 2014; and
- Prepared quarterly progress reports and associated reimbursement request to the Iowa DOT Nebraska DOR, and the South Dakota DOT.

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Maintaining and monitoring the *FY 2015 Transportation Planning Work Program* and budget, and amending the work program and budget as needed;
- Preparing quarterly progress reports that document activities accomplished and associated with the FY 2015 work elements;
- Prepare Final Report to NDOR; and
- Preparing a *FY 2016 Transportation Planning Work Program* and budget.

Anticipated FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Monitoring the FY 2015 Transportation Planning Work Program and budget (ongoing);
- Quarterly progress reports and reimbursement requests to the Iowa DOT, Nebraska DOR, and the South Dakota DOT (ongoing);
- Prepare Final Report to NDOR and SDOT; and
- *SIMPCO MPO Transportation Planning Work Program FY 2016* to be produced and approved by May 1, 2015.

Total Budget: \$4,263

Total Hours: 64

Element B Transportation Improvement Program (TIP) 15%

- Surface Transportation Program (STP)
- Transportation Alternatives Program (TAP)
- Transportation Improvement Program Document
- Amendments and revisions to the Transportation Improvement Program Document

Objective: Keep the Transportation Improvement Program accurate and up to date. This implies getting the Policy Board and Transportation Technical Committee to continually allocate transportation funds for planned upcoming projects on a yearly basis and making adjustments as priorities and resource availability changes.

FY 2014 Accomplishments:

- The production of the *SIMPCO MPO Transportation Improvement Program FY 2014 – 2017*;
- Amend and revised the *SIMPCO MPO Transportation Improvement Program FY 2014– 2017*;
- Updated the STP/TAP Request for Proposals applications to reflect MAP-21;
- Solicitation, project review, and project funding recommendations for the STP and TAP Request for Proposals for the *FY 2015 – 2018 Transportation Improvement Program*;
- Utilized the TPMS system to develop the *SIMPCO MPO Transportation Improvement Program for FY 2015 – 2018*; and
- Monitor and maintain the *FY 2014 – 2017 TIP* and the *FY 2015 – 2018 TIP*.

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Continue to monitor the STP Funds programmed in the TIP through project status reports and through communication with the Iowa DOT, Nebraska DOR, and the South Dakota DOT;
- Maintaining, revising, and amending, as necessary the *SIMPCO MPO FY 2015 – 2018 TIP*;
- Re-evaluate scoring criteria for STP/TAP project selection as necessary;
- Solicitation, project review, and project funding recommendations for Iowa members for the STP and TAP Request for Proposals for the FY 2016 – 2019 Transportation Improvement Program; and
- Preparing a *FY 2016 – 2019 TIP*, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program (STIP)* using the Transportation Program Management System (TPMS) as well as coordinating and being consistent with the South Dakota DOT and Nebraska DOR's respective STIP's.

FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Evaluate status of FY 2015 transportation improvement projects (ongoing);
- Finalize *MPO Transportation Improvement Program FY 2015 – 2018* (July 2014);
- Prepare *MPO Transportation Improvement Program FY 2016 – 2019* (April 2015);
- Review *Statewide Transportation Improvement Programs FY 2016 – 2019 (IA, NE, SD)* and make comments;
- Amend and revise *MPO Transportation Improvement Program FY 2015 – 2018* (ongoing);
- Administer Surface Transportation Program (STP) and Transportation Alternative Program (TAP) Candidates;
- Incorporating the FY 2019-funded STP and TAP projects in the draft *FY 2016 – 2019 TIP* (April 2015); and
- Evaluate the status of FY 2016 transportation improvement projects (ongoing).

Total Budget: \$63,953

Total Hours: 953

Element C Public Participation Process (PPP) 9%

- Public Involvement

Objective: As per the requirements of MAP-21; ensure that the public is kept duly informed and involved in metropolitan transportation planning.

FY 2014 Accomplishments:

- Updating and improving the SIMPCO website;
- Describe MPO activities through *SIMPCO is Action* newsletter;
- Maintaining and updating the MPO list serve;
- Hosted meetings, posted notices in the news media regarding transportation planning activities;
- Encouraged comment via website, newsletters etc.;
- Conducted a 15-day comment period for the *SIMPCO MPO Transportation Planning Work Program FY 2015* (March – May 2014);
- Conducted a 30-day comment period for the *FY 2015 – 2018 Passenger Transportation Plan Update* (March – May 2014);
- Conducted a public hearing and 15-day comment period for the *SIMPCO MPO Transportation Planning Improvement Program FY 2015 – 2018* (May – June 2014); and
- Finalized FY 2014 MPO Public Participation Plan.

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Attend public information meetings for transportation improvement projects and/or studies (as needed);
- Conduct a 15-day comment period for the *SIMPCO MPO Transportation Planning Work Program FY 2016* (March – May 2015);
- Conduct a public hearing and 15-day comment period for the *SIMPCO MPO Transportation Improvement Program FY 2016 – 2019* (May – June 2015);
- Continue to develop and expand MPO database for public participation particularly low-income and minority groups and individuals to assess the benefits and burdens of transportation improvements (continuous);
- Amend and revise the MPO Public Participation Plan as needed;
- Describe MPO activities through the *SIMPCO is Action* newsletter (continuous);
- Develop materials for posting on the SIMPCO web page for better information dissemination (continuous);
- Examine options for displaying SIMPCO Geographical Information System (GIS) data on the web page (continuous);
- Update MPO Web Page to display TPWP, PPP, LRTP, TIP, MPO Policy Board and TTC meeting agendas and minutes, and various past and present plans and studies (continuous); and
- Continue to utilize Facebook, Twitter and blog to enhance the Public Participation Process (continuous).

Anticipated FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Continue to update SIMPCO website (ongoing);
- Continue to update SIMPCO Facebook, Twitter, and blog page (ongoing);
- SIMPCO is Action newsletters (ongoing);
- Continue to update the MPO list serve (ongoing); and
- Finalized update to Public Participation Plan (July 2014).

Total Budget: \$38,371

Hours: 575

Element D Long-Range Transportation Plan (LRTP) 24%

- Long Range Transportation Plan
- Travel Demand Modeling
- GIS Based Data
- Federal Functional Classification
- Socioeconomic and Demographic Data

Objective: The *SIMPCO MPO 2035 Long Range Transportation Plan* was approved on January 6, 2011. The primary objective of this element is to amend or revise the current long range plan as necessary. The *SIMPCO MPO 2040 Long Range Transportation Plan* is scheduled for approval in January 2016.

FY 2014 Accomplishments:

- Continual work on data collection and upkeep such as land use changes and socioeconomic changes within the MPO planning area;
- Assisted member communities with future developments in terms of land use and traffic modeling;
- Assisted with Iowa DOT I-29 modeling;

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element

- Analyze and update socio-economic data in the Sioux City Metropolitan Area as a part of the *MPO Year 2035 Travel Model (January – March 2015)*;
- Analyze and update Transportation Analysis Zones in the Sioux City Metropolitan Area – resulting in updated shapefiles and TransCAD files (*January- March 2015*);
- Analyze commuting patterns and the determination of the Sioux City Core-Based Statistical Areas (CBSAs) – resulting in updated transportation analysis reports (*April- June 2015*);
- Analyze socio-economic changes and land use proposals since the LRTP's adoption (*ongoing*);
- Analyze traffic volumes as they are made available and incorporate the data into the SIMPCO Geographical Information System (GIS) – resulting in updated shapefiles for data analysis or requests (*ongoing*);
- Analyze travel pattern changes and construction proposals since the LRTP's adoption - resulting in updated transportation analysis reports (*January – March 2015*);
- Analyze volume to capacity ratios and levels of service changes – resulting in updated transportation analysis reports (*January – March 2015*);
- Assist each of the member communities with the development of priority lists for future planning (*ongoing and as requested*);
- Purchase TransCAD Technical Support and free software upgrades for a period of one year (*January 2015*);

SIMPCO MPO Transportation Planning Work Program FY 2015

- Review and revise methodology for traffic model socio-economic data forecasts (*April – June 2015*);
- Review and revise thoroughfare / functional classification system (*July – September 2014*);
- Update the Sioux City Metropolitan Area Federal Functional Classification as needed (*July – September 2014*);
- Utilize Geographical Information System for map production, land use planning, socio-economic data analysis, and traffic model interfacing(*ongoing and as requested*);
- Utilize Global Positioning Systems (GPS) data for map production and bicycle and pedestrian facility planning (*ongoing and as requested*);
- Utilize travel modeling software (TransCAD) to perform travel demand modeling services – resulting transportation analysis reports (*ongoing and as requested*);
- Perform highway capacity analysis using HCS Software and the TRB Highway Capacity Manual – resulting in an updated transportation analysis reports (*ongoing or as requested*);
- Integrate Statewide Travel Demand Model with MPO Model (*ongoing or as requested*);
- Initiate compilation of environmental data base and obtaining environmental stakeholders input (*ongoing as data is available*);
- Continue to develop environmental database to be used in conjunction with LRTP objectives (*ongoing as data is available*);
- Begin to draft chapters for the 2040 LRTP (July – June 2015)
- Coordinated MAP-21 performance measures with the state DOTs/DOR (*ongoing*)
- Assist with statewide Long Range Plans as requested; and
- Amend and or revise the 2035 LRTP as necessary.

FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Updating the various socio-economic data variables needed for long-range transportation plan (*ongoing*); and
- FY 2035 MPO Long Range Transportation Plan revised or amended plan (as necessary).
- Updated GIS shapfiles and/or TransCAD files
- Draft 2040 Long Range Transportation Plan
- Updated model
- Transportation analysis reports/mapping

Total Budget: \$123,648

Total Hours: 1,844

Element E **Short-Range Planning 31%**

- Passenger Transportation Plan
- Transit Planning
- Information Technology
- Interstate 29 Reconstruction
- Air Quality
- Geographic Information Systems (GIS)
- Traffic Counts
- Data Collection
- Trail Planning
- Incident Management Planning
- Special Projects
- Active Living/Bicycle and Pedestrian Planning

Objective: Carry out ongoing short range planning activities like mapping, ITS architecture implementation, transit planning and congestion mitigation, bicycle and pedestrian planning, air quality planning, and updating the Passenger Transportation Plan.

FY 2014 Accomplishments:

- Updated the Sioux City transit route maps;
- Updated trails maps;
- Provided technical assistance with traffic counts;
- Data interpretation;
- GIS manipulation for various MPO entities;
- Prepared the update of the Passenger Transportation Plan as part of the Coordination of Human Service transportation in the United We Ride Framework for action;
- Maintained the Bicycle/Pedestrian Roundtable group and held quarterly meetings;
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks;
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS);
- Provided technical assistance to the Tri-State Traffic Management Team updating the highway incident management planning;
- Coordinated a Bike Racks in Front of Business program;
- Started drafting the MPO Metro Bicycle Plan (Active Living Plan);
- Assisted Sioux City Transit System with transit route updates maps/brochures/posters;
- Worked with Siouxland District Health on walkability analysis;
- Coordinated and assisted with Siouxland District Health, Sioux City School Community District and Blue Zones to organize a Walking School Bus and on walkability audits for Safe Routes to Schools;
- Met with the Iowa DOT regarding possible park and ride locations in the metro area;
- Researched and drafted a presented a Complete Street policy/guidelines to the MPO TTC and Policy Board;
- Completed a Dakota Valley Schools Traffic Study;
- Began the process of organizing a regional aerial imagery group;
- Presented to the South Dakota/Sioux Falls regarding the Tri-State Traffic Management Team
- Work with Blue Zones on kick-off event, leadership meetings and community policy committee projects relating to transportation.
- Worked with Downtown Partners on the Downtown Transportation Taskforce

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Coordinate and assist with projects as developed by the Transportation Advisory Group (TAG), and the Passenger Transportation Plan (*quarterly TAG meetings*);
- Revise and amend the Passenger Transportation Plan as necessary
- Assist Sioux City Transit System with mapping transit routes for Sioux City (*ongoing and as requested*);
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks (*ongoing or as requested*);
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS) (*ongoing or as requested*);
- Participate and lend expertise in the Metropolitan Area ITS Projects including transit and roadway projects (*as requested*);
- Participate in statewide trails planning and facilities update process and share SIMPCO Geographical Information System (GIS) data (*April 2015 and as requested*);
- Assist Sioux City Transit System with job access activities and involvement with human service agencies (*ongoing and as requested*);
- Assist the City of Sioux City on the Regional Rail Study (*as requested*);
- Assist in transit marketing and ridership performance (*as requested*);
- Provide general advice to Sioux City Transit System (*as requested*);
- Provide technical assistance to the US Highway 20 association (*monthly meetings and as requested*);
- Provide technical assistance to the Nebraska 35 Expressway Association (*as requested*);
- Compile state and local traffic data and produce traffic flow map (*as requested*);
- Monitor and conduct traffic counts, turning movement counts, analyses, scenarios, and forecasts for various MPO entities (*as requested*);
- Traffic analysis and studies, along with supplemental Census and state traffic counts, may be performed as requested;
- Information Sharing: Conduct ongoing Policy Board and TTC intergovernmental discussion / coordination of transportation projects while staff conducts ongoing review of issues and data, attends informational meetings and training sessions as needed, and maintains highway facility inventory (*as requested*);
- To assist in the Blue Zone project specifically with the Community Policy and Walking School Bus Committees (*ongoing and as requested*);
- Provide technical assistance to the MPO Bicycle and Pedestrian Roundtable (*ongoing – quarterly meeting*);
- Coordinate and assist with bicycle and pedestrian projects developed by the Bicycle/Pedestrian Roundtable (*ongoing and as requested*);
- Continue to work on and implement a bike rack in front of businesses program (*January – June 2015*);
- Continue to work with Iowa DOT on Park and Ride Plan;
- Continue to work towards a regional aerial imagery group;
- Continue to work with Downtown Partners Transportation Task Force on downtown transportation issues
- Continue to develop the Metro Bicycle Plan (Active Living Plan) for the metropolitan planning area (*Draft August 2014*); and
- Assist with the Iowa Initiative for Sustainable Communities (IISC) partnership with the SIMPCO and the city of Sioux City (*August 2014 – May 2015*)

Anticipated FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Current and relevant short range multimodal plans (ongoing); and
- Timely technical assistance to MPO entities that require such assistance (ongoing).
- Active Living Transportation Plan (Bike/Ped Plan)

Total Budget: \$110,854

Total Hours: 1,654

Element F Administration/Systems Management 20%

- Interagency Coordination
- Committee Support
- Administration
- Travel and Training

Objective: Carry out the Administrative duties of the MPO. Activities include organizing meetings, producing agenda, minutes, committee support, coordination of agencies, and the general administration of the MPO. In addition, attend various meetings, conferences, workshops and training.

FY 2014 Accomplishments:

- Held six MPO Transportation Technical Committee meetings and Policy Board meetings; including preparing agendas, minutes and supporting documents;
- Held four Transportation Advisory Group (TAG) meetings, including preparing agendas and supporting documents;
- Attended MPO Directors/Coordination meetings in Ames, IA, Pierre, SD, and in Lincoln, NE
- Attended MTMUG meetings in Ames, IA;
- Attended various training workshops including a Iowa Local Agency Safety Workshop, National Highway Institute Freight Course and Iowa Bicycle Summit;
- Attend Siouland Chamber Transportation Committee meetings;
- Attend Siouland Chamber Community Enhancement Committee meetings;
- Attended the Iowa DOT Technical Analysis Peer Exchange;
- Attended the Heartland Active Transportation Summit in Omaha, NE;
- Attended Tri-State Traffic Management Team meetings; and
- Held Bicycle and Pedestrian Roundtable meetings.
- Attended Siouland District Health Wellness Committee meetings
- Attended, organized and held several Blue Zone meetings
- Attended an Active Community Design Workshop
- Attended a Nebraska DOR Tribal Transportation Conference
- Attended TRANSCAD and ESRI training workshops/classes
- Attended the NDOR ITS Strategic Plan meeting
- Organized Northwest Iowa GIS group

FY 2015 Activities:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Conduct Policy Board and Transportation Technical Committee meetings, providing materials, recording minutes, advocating public participation, and otherwise support;
- Conduct Transportation Advisory Group meetings and prepare agendas and supporting documentation as needed;
- Conduct Bicycle/Pedestrian Roundtable meetings and prepare agendas and supporting documentation as needed;
- Attend Siouxland Chamber of Commerce Transportation Committee and Community Enhancement Committee meetings;
- Attend Tri-State Traffic Management Team meetings;
- Attend Midwest Travel Modelers Users Group (MTMUG) meetings;
- Attend MPO Directors' meetings in Ames, Iowa;
- Attend MPO Directors' meetings in Lincoln, NE;
- Attend and conduct Blue Zone meetings related to Community Policy and Walking School Bus Committee meetings
- Organize Northwest Iowa GIS Meetings
- Conduct Safe Routes to School Taskforce meetings and other outside meetings relating to the Safe Routes to School Plan; and
- Attend various, classes, training, conferences, and workshops.

Anticipated FY 2015 Work Products:

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Will administer MPO TTC and Policy Board meetings (ongoing); and
- Agendas and/or minutes for Transportation Technical Committee, Policy Board, Transportation Advisory Group, Tri-State Traffic Management Team meetings, Bicycle/Pedestrian Roundtable, Transportation Advisory Committee and Blue Zones Community Policy and Walking School Bus Committee meetings(ongoing).

Total Budget: \$85,271

Total Hours: 1,273

FINANCING THE PROGRAM (IOWA)

Iowa Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	6	0	27	0	8	41
TIP	85	0	412	0	124	621
PPP	51	0	248	0	75	374
LRTP	165	0	798	0	241	1204
Short Range Planning	148	0	715	0	216	1079
Administration/Systems Management	114	0	550	0	166	830
Totals	569	0	2750	0	830	4149

Iowa Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New		
TPWP	\$381	\$0	\$1,843	\$0	\$557	\$2,781
TIP	\$5,718	\$0	\$27,639	\$0	\$8,339	\$41,696
PPP	\$3,430	\$0	\$16,584	\$0	\$5,003	\$25,017
LRTP	\$11,054	\$0	\$53,437	\$0	\$16,123	\$80,614
Short Range Planning	\$9,911	\$0	\$47,909	\$0	\$14,455	\$72,275
Administration/Systems Management	\$7,624	\$0	\$36,852	\$0	\$11,119	\$55,595
Totals	\$38,118	\$0	\$184,264	\$0	\$55,596	\$277,978

FINANCING THE PROGRAM (NEBRASKA)

Nebraska Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP		1	0	9	3	13
TIP		16	2	140	39	197
PPP		9	2	84	24	119
LRTP		30	5	270	77	382
Short Range Planning		27	4	242	68	341
Administration/Systems Management		22	3	186	53	264
Totals	0	105	16	931	264	1316

Nebraska Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New		
TPWP		\$70	\$11	\$624	\$176	\$881
TIP		\$1,057	\$164	\$9,360	\$2,645	\$13,226
PPP		\$634	\$98	\$5,616	\$1,587	\$7,935
LRTP		\$2,043	\$317	\$18,096	\$5,115	\$25,571
Short Range Planning		\$1,831	\$284	\$16,224	\$4,585	\$22,924
Administration/Systems Management		\$1,409	\$220	\$12,480	\$3,527	\$17,636
Totals	\$0	\$7,044	\$1,094	\$62,400	\$17,635	\$88,173

FINANCING THE PROGRAM (SOUTH DAKOTA)

South Dakota Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carry over	FHWA PL New	Local Match	Total
TPWP		0	0	7	2	9
TIP		0	0	110	24	134
PPP		0	0	66	15	81
L RTP		0	0	214	47	261
Short Range Planning		0	0	192	42	234
Administration/Systems Management		0	0	147	32	179
Totals	0	0	0	736	162	898

South Dakota Expenditures						
Federal Funds						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carry over	FHWA PL New	Local Match	Total
TPWP		\$0	\$0	\$493	\$108	\$601
TIP		\$0	\$0	\$7,401	\$1,630	\$9,031
PPP		\$0	\$0	\$4,441	\$978	\$5,419
L RTP		\$0	\$0	\$14,309	\$3,153	\$17,462
Short Range Planning		\$0	\$0	\$12,829	\$2,826	\$15,655
Administration/Systems Management		\$0	\$0	\$9,868	\$2,173	\$12,041
			\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$49,341	\$10,868	\$60,209

FINANCING THE PROGRAM (GRAND TOTALS)

	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carry over	FHWA PL New	Local Match	Total
Grand Total - Hours	569	105	2,766	1,667	1,256	6,363
Grand Total - Funds	\$38,118	\$7,044	\$185,358	\$111,741	\$84,099	\$426,360

Notes: FHWA funds received by SIMPCO through the Iowa DOT and NDOR require a 20% local match. FHWA funds received through the SDDOT require an 18.05% local match. Overhead costs, estimated at \$22.00 per direct staff hour, are applied consistently to each element and funding source. The average hourly cost of \$67.00 includes wages, benefits, expenses and overhead. Local match is collected through membership dues to SIMPCO.

SIouxLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO)

INDIRECT COST ALLOCATION PLAN

July 1, 2014 – June 30, 2015

INDIRECT LABOR	Percent of Of Time	Salary & Fringe	Description
Executive Director	75%	\$ 96,882	agency & financial mgmt,
Deputy Director	21%	\$ 21,862	purchasing, computer network, human resources, building manager
Staff Accountant II	93%	\$ 50,992	A/P, A/R & payroll processing, acctg.
Administrative Assistant	100%	\$ 37,862	word processing, mail, phone
Executive Assistant	47%	<u>\$ 23,878</u>	agency documents/plans, acctg
TOTAL INDIRECT LABOR	3.36 FTE	\$231,476 (a)	

INDIRECT NON-LABOR

Office Building	\$ 33,500	debt, utility & maintenance costs
Travel & Training	\$ 10,000	travel/training for admin. staff
Professional Services	\$ 17,000	annual audit & consultant fees
Postage	\$ 4,500	postage machine/fees & mail
Telephone	\$ 8,000	phone lines, long dist. & internet
Printing	\$ 4,000	copy machines & printers
Office Supplies	\$ 10,000	office & computer supplies
Insurance	\$ 17,000	liab., fire, auto and e& o
Dues & Subscriptions	\$ 7,800	prof. memberships & literature
Purchased Service	\$ 29,814	computer software fee & consulting
Advertising	\$ 750	notices & ads for admin. staff
Office Equipment & Furniture	\$ 14,000	computer/office equipment
Office Equipment Repair	<u>\$ 500</u>	computer/office equipment repair

TOTAL INDIRECT NON-LABOR \$156,864 (b)

TOTAL INDIRECT LABOR & NON-LABOR (a & b) \$388,340

LESS: AMOUNT PAID BY OTHER AGENCIES \$100,910

TOTAL INDIRECT LABOR & NON-LABOR \$287,430

LESS AMOUNT PAID BY OTHER AGENCIES

Indirect costs are allocated to projects, grant and contracts based on direct labor hours. The total FY2014 budgeted indirect costs are \$388,340. The amount used for this calculation is the total indirect costs less the amount paid by other agencies or \$287,430. The direct labor hours total 13,065. The amount of \$287,430 divided by the direct labor hours of 13,065 equals the FY2015 calculated indirect cost rate of \$22.00 per direct labor hour.

AMENDMENTS AND REVIEWS

The *MPO Transportation Planning Work Program FY 2015* is a working document and will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around the Metropolitan Planning Area. The TPWP will be reviewed at least once annually. The review and updating will insure continual citizen involvement and the TPWP's overall viability as the Metropolitan Planning Area's transportation planning work programming document.

This work program for the transportation planning in MAP-21 requirements of the MPO shall be subject to public review for no less than 15 days, announced in the regional newspapers via public notice, and available in every courthouse and city hall in the Sioux City Metropolitan Planning Area. This process shall be approved by both the MPO Transportation Technical Committee and the Policy Board. Amendments to this process shall be made in similar fashion.

The Federal Highway Administration requires a waiver of approvals when necessary regarding any TPWP revisions. 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 the TPWP.

Revision type	Approving Agency
Request for additional Federal funding [49 CFR 18.30(c)(1)(i) and FTA Circular 5010.0C,I.6.e(1)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which exceed 10 percent of the total work program budget when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	FHWA/FTA
Revision of the scope or objectives of the activities (i.e. adding or deleting of activities or major change in scope of activity) [49 CFR 18.30(d)(1)].	FHWA/FTA
Transferring substantive programmatic work to a third party (i.e. consultant) [49 CFR 18.30(d)(4)].	FHWA/FTA
Capital expenditures including the purchasing of equipment [OMB Circular A-87)].	FHWA/FTA
Transfer of funds between categories, projects, functions, or activities which do not exceed 10 percent of the total work program budget or when the Federal award share of the total work program budget exceeds \$100,000 [49 CFR 18.30(c)(1)(ii)].	Iowa DOT / NDOR/SD DOT
Transfer of funds allotted for training allowances [49 CFR 18.30(c)(1)(iii)].	Iowa DOT / NDOR / SD DOT
Extending the period of performance past the approved work program period [49 CFR 18.30(d)(2)].	MPO
Changes in key persons in cases where specified in an application or grant award (i.e. change in lead consultant for a project) [49 CFR 18.30(d)(3)].	MPO

Revision and Approval Procedures

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. Requests from the MPO shall be submitted in writing (four hard copies of the updates to the work program) to the Iowa DOT Office of Systems Planning through the District Planner, and then forwarded to FHWA and FTA for approval. Notification by the approving agency will be in writing in reverse order.

Revisions where the **Iowa DOT / NDOR/ SD DOT** is the designated approving agency shall require written approval by the Iowa DOT / NDOR/ SD DOT prior to commencement of activity, purchasing of equipment, or request for reimbursement. Requests from the MPO shall be submitted in writing (four hard copies of the updates to the work program) to Iowa DOT Office of Systems Planning through the District Planner/ MPO Liaison/ MPO Coordinator. Copies will be forwarded to FHWA/FTA. Notification by the approving agency will be in reverse order.

Revisions where the **MPO** is the approving agency shall be approved by the Policy Board. Hard copy updates to the work program shall be provided to the District Planner, Iowa DOT Office of Systems Planning, FHWA and FTA.

SUMMARY

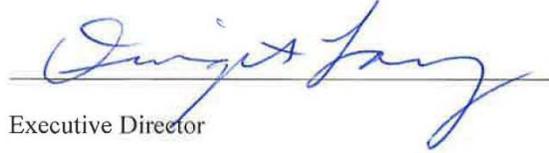
The MPO has developed this *MPO Transportation Planning Work Program FY 2015* utilizing cooperative involvement of various local, regional, state, and national transportation interests. The TPWP expresses the MPO objectives for achieving efficient transportation planning in the Metropolitan Planning Area. The document is multimodal and intermodal in its composition and will enable the transportation interests in the Metropolitan Planning Area to utilize it as a guide for future transportation planning and programming.

The Transportation Planning Work Program is a working document and will continually be updated on an annual basis or as the need arises in order to serve as a guiding document of information addressing current and projected transportation needs for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such. It is also the intent of the document to allow and account for citizen participation and the needs of the various transportation interests of the Metropolitan Planning Area.

Assurance of Local Match Availability

I hereby certify that the local match of \$84,099 for the *MPO Transportation Planning Work Program FY 2015* has been committed by the Siouxland Interstate Metropolitan Planning Council (SIMPCO), and will be available on July 1, 2014.

Signed this 24th day of April, 2014

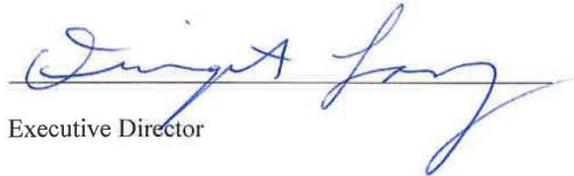


Executive Director

Cost Allocation Plan

The primary state assistance agency has received a current copy of the SIMPCO cost allocation plan. This plan is used to distribute direct and indirect costs stated in the *MPO Transportation Planning Work Program FY 2015* and has been approved by the SIMPCO Board of Directors.

Signed this 24th day of April, 2014



Executive Director