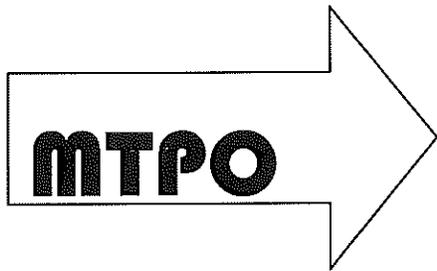
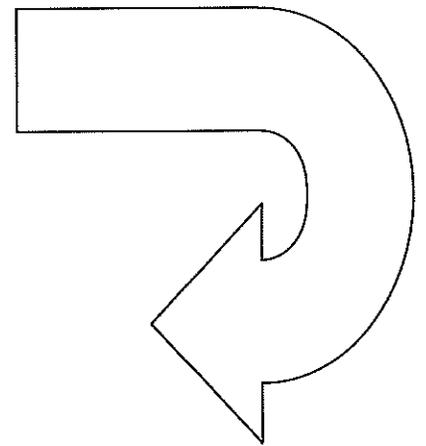


Unified Planning Work Program

UPWP



2015



Topeka

Metropolitan Planning Organization Of Kansas

**Metropolitan Topeka Planning Organization
UNIFIED PLANNING WORK PROGRAM (UPWP)
2015—January 1st through December 31st**

Table of Contents

Section 1—Introduction	4
MAP 21 Legislation.....	4
Recent Federal Initiatives	5
2014 Major Accomplishments.....	6
2015 Planning Priorities.....	6
Section 2-- MTPO Activities and the Transportation Planning Program	7
Work Task 1—MTPO Program Support and Administration	8
Work Task 2—Long Range Transportation Plan	9
Work Task 3—Transportation Improvement program (TIP)	10
Work Task 4—Public Participation Plan.....	11
Work Task 5—Bikeways and Special Studies	12
Work Task 6—Regional ITS Architecture	15
Work Task 7—Transit Planning Activities	16
Section 3—Budget	18
Budget Tables	
2015 Itemized Budget and Available CPG funding table	19
2015 MTPO Staff Hours table.....	20
2015 Labor and Non-Direct Charges table	21
Section 4—Maps	22
Functional Classification of Roads.....	23
Metropolitan Topeka Planning Organization (MTPO) Area.....	24
Section 5—UPWP Relationship to LRTP Goals	22
Public Comments	23

Disclaimer Statement

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Metropolitan Topeka Planning Organization (MTPO)
2015 Unified Planning Work Program
January 1 – December 31, 2015

SECTION 1 - INTRODUCTION

The purpose of the UPWP is to identify the transportation planning activities proposed by each of four cooperative partners in the metropolitan transportation planning process and the source of funds proposed to pay for these activities. The transportation planning process provides a forum for deciding how to improve the regional transportation system and how to allocate federal transportation funds to pay for those improvements. This decision-making process is cooperative, comprehensive, and continuous (3-C). Certain transportation planning products (Long Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and the Public Participation Plan) need to be reviewed and adopted on a periodic basis. The UPWP provides the framework for ensuring that these required documents are produced in a timely fashion.

The UPWP was developed in cooperation with the Kansas Department of Transportation (KDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Topeka Metropolitan Transit Authority (TMTA), The City of Topeka, and Shawnee County.

The MTPO receives Consolidated Planning Grant (CPG) funds, administered by KDOT, each year to carry out metropolitan transportation planning for the region. The CPG is comprised of funds from both FHWA and FTA. The MTPO was re-designated as the new MPO for the region on March 3, 2004. Our planning area is the City of Topeka and approximately two thirds of unincorporated Shawnee County. A small portion of Jefferson County was included as part of the Topeka Urbanized Area in 2012 per the 2010 Census.

The MTPO will manage the metropolitan transportation planning process in compliance with applicable federal laws (i.e., MAP21), federal regulations (i.e., 23 USC § 134) and the terms set forth in the KDOT MPO Manual and CPG Agreement. The MTPO and its staff will administer CPG funds in accordance with 49 CFR Part 18 – Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and 2 CFR § 225.

For the Topeka-Shawnee County MPO, the Topeka Planning Department staff serves as the Metropolitan Topeka Planning Organization (MTPO) staff, with the Planning Director serving as the MTPO Secretary.

Moving Ahead for Progress in the 21st Century Act (MAP-21) – Changes to the MPO Planning Process

On July 6, 2012 the President signed the current federal surface transportation bill into law. This act called Moving Ahead for Progress in the 21st Century (MAP-21) keeps intact many of the planning provisions of the previous transportation bill, SAFETEA-LU, however there is a new emphasis placed on performance management in both statewide planning and metropolitan planning. Section 1203 of MAP-21 establishes a new 23 USC 150, which includes “national goals” for the federal-aid highway system and requires the USDOT to conduct a rulemaking to establish performance measures. It also requires each State to set performance targets for each of the performance measures, and to report biennially (every two years) on its progress toward achieving its targets. As of the updating of this document, the specific MAP-21 guidelines have not been set, however, the following eight factors in the transportation planning process established by SAFETEA-LU are still a requirement:

- Support the economic vitality of the metropolitan area, especially by enabling global

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

The 2015 UPWP has been developed through a coordinated process consistent with the planning documents and eight factors described.

Recent Federal Initiatives

This section is included for informational purposes only, and serves as an update on recent planning initiatives that may be guiding planning decisions in some jurisdictions. It is not necessarily a proclamation of actual planning principles currently being carried out in the MTPA Area.

Livability:

Although there are no specific projects related to this priority many of the projects and activities will incorporate, as appropriate, the following six principles of livability as defined by the federal government:

1. Providing more transportation choices;
2. Expanding access to affordable housing, particularly housing located close to transit;
3. Enhancing economic competitiveness- giving people access to jobs, education and services as well as giving businesses access to markets;
4. Directing federal funds toward existing communities to spur revitalization and to protect rural landscapes;
5. Increasing collaboration among federal, state, and local governments to better target investments and improve accountability;
6. Valuing the unique qualities of all communities- whether urban, suburban, or rural.

Transit Oriented Development (TOD):

Transit-oriented development, or TOD, is a type of community development that includes a mixture of housing, office, retail and/or other amenities integrated into a walkable neighborhood and located within a half-mile of quality public transportation. It is essential that TOD creates better access to jobs, housing and opportunity for people of all ages and incomes. Successful TOD provides people from all walks of life with convenient, affordable and active lifestyles and creates places where children can play and parents can grow old comfortably.

Some of the benefits of TOD include:

- Reduced household driving and thus lowered regional congestion, air pollution and greenhouse gas emissions
- Walkable communities that accommodate more healthy and active lifestyles
- Increased transit ridership and fare revenue
- Potential for added value created through increased and/or sustained property values where transit investments have occurred
- Improved access to jobs and economic opportunity for low-income people and working families
- Expanded mobility choices that reduce dependence on the automobile, reduce transportation

costs and free up household income for other purposes

2014 UPWP Major Accomplishments

- 1 Applied for and was granted a Transportation Alternative (TA) Grant for Phase II of the Bikeways Plan. This phase will cover 13.2 miles of bike path markings and signage. The award amount was \$223,074. To date we have received grants totaling 1.62 million dollars or 36% of the total 4.50 million dollar cost of the plan. Implementation of phases I and II make up 45.21 miles, or 27% of the total plan of 164 miles.
- 2 Began implementation of Phase I of the Bikeways Plan. A Transportation Enhancement Grant was awarded for his Phase in 2013.
- 3 Completed the update of the Intelligent Transportation System (ITS) Plan.
- 4 MTPO staff, Topeka Metro staff and hired On-Call Transit Planning Consultants, URS completed the Fare Structure and Policy Analysis Study, and the Technology Assessment.
- 5 MTPO staff assisted in the creation of a Topeka Bikeways website.
- 6 Created and distributed a RFP for a Pedestrian Master Plan. Hired a Consultant prepare a Pedestrian Master Plan for the MTPO Area.
- 7 MTPO and Metro staff participated in the processes to get the Shared Bike Plan underway.
- 8 Began the Application process for Walkable Friendly Community (WFC) status.
- 9 MTPO along with other state MPO's working with Olsen and Associates completed the I-70 Commuter Study.
- 10 Completed the update of the Functional Classification Map.
- 11 Purchased and utilized upgraded Model traffic estimation data for AirSage. This cell phone based data that is designed to be used to predict peak-hour traffic data for Polk Quincy Viaduct engineering phase.
- 12 Produce and had approved a 2015-2018 TIP.
- 13 The MTPO produced and had approved a 2014 UPWP.

Planning Priorities for 2015

The following is a list and brief descriptions of the 2015 UPWP priorities for the MTPO. The first priorities are to complete those projects that may have been carried over from the 2014 UPWP. Secondary are those tasks which are essential to the fulfillment of the requirements of the MTPO. The MTPO's priorities also include the undertaking of new projects that may be submitted by our cooperative planning partners. The order of the projects in this list does not suggest the timing in which these tasks will be handled. Many of these tasks inherently will be worked on concurrently. All of these priority projects are included within the seven work tasks and associated budgets described herein.

1. **Complete the Pedestrian Master Plan:** Work with the consultants to complete the Pedestrian Master Plan which began with the hiring of consultants in 2014. **(City of Topeka and MTPO partners and Consultants)**
2. **Complete Phase II of the Wayfinding sign project (MTPO Staff & Visit Topeka and consultants)** The MTPO will oversee the development of phase II of the Wayfinding project that was approved in 2013. The City of Topeka completed Phase I of the Wayfinding Study in 2006. Phase II will review current destinations and signs to determine what changes and/or additions need to be made for the overall completion of this project.
3. **Complete Bikeways Phase I and Begin Phase II:** Phase I of the Bikeways Plan was funded and began implementation near the end of 2014. In 2015 we plan on completing Phase I and proceed with the beginning stages of Phase II. **(MTPO staff, City Staff, and Bicycle Advisory Committee)**
4. **Transit Planning Activities:** Transit activities in 2015 will be focused on the continuation of the bus Shelter placement and upgrade program and assisting the recently hired Bikeways Marketing planner with the Ride Share program. **(Multi-modal planner and Topeka Metro**

On-Call Transit Planning Consultants)

5. **Develop performance measures as defined in MAP 21:** The MTPO staff will work with KDOT technical staff to determine how performance measures will be calibrated and implemented into the project evaluation process. **(MTPO & KDOT & Transit Staffs)**
6. **Training and utilization of the recently purchased Regional Economic Marketing (REMI) Data.** The MTPO staff will be working with REMI vendors to establish a MTPO specific Demographic forecasting model which will be used in conjunction with the Transportation model to begin preparations for the 2017 MTP Update.
7. **Continue to work with Non-profit partners (Senior Transportation Group, & Paratransit):** The MTPO staff will supply technical support to the senior transportation groups in the form of map production and demographic data compilations to assist in procuring grants. Paratransit providers are exploring more efficient ways to provide this service, possibly with the assistance of Topeka Metro. **(MTPO staff and Topeka Metro)**

SECTION 2 – MTPO ACTIVITIES AND THE TRANSPORTATION PLANNING PROGRAM

Background/Previous Work:

For 2015, the MTPO proposes to conduct planning and programming activities categorized within the following seven work tasks. These work tasks will be partially funded with federal assistance provided to the MTPO. The MTPO will also work with KDOT as needed to conduct KDOT sponsored planning activities of mutual interest.

Program Work Tasks:

1. MTPO Program Support & Administration
2. Long Range Transportation Plan (LRTP)
3. Transportation Improvement Program (TIP)
4. Public Participation Plan
5. Corridor & Special Studies
6. Regional Intelligent Transportation Systems (ITS) Architecture
7. Transit Planning Activities

1 – MTPO Program Support & Administration

Program Objectives:

- To provide overall management of the continuing, comprehensive and cooperative (3-C) transportation planning process.
- To provide staff support services to the MTPO Policy Board and Technical Advisory Committee and encourage communication within and between these groups.
- To provide for the administration of grants and contracts.

Program Activities:

1.1 General Administration

1. General day-to-day activities associated with program support, grant administration and interagency coordination in relation to the CPG (timesheets, payroll, staff supervision, etc.)
2. Maintain records and provide reports to funding agencies on the status of transportation planning activities and resources expended.

Estimated Budget for General Administration:

Total for MTPO Staff

\$33,542

1.2 Committee Support

1. Provide staff support to the MTPO Policy Board, the MTPO Technical Advisory Committee, The Bikeways Advisory Committee (BAC), and any other regional transportation related committees that may be formed by the MTPO or its partners. This support includes preparing any supporting meeting-related documents.
2. Prepare agendas, minutes, announcements and meeting rooms to support the MTPO and TAC meetings, and post agendas and minutes on the web site and in local news publications for public review.

Estimated Budget for Committee Support:

Total for MTPO Staff

\$15,613

1.3 UPWP & Budget

1. Monitor progress toward completing the tasks included in the approved 2015 UPWP.
2. Prepare and approve the 2016 UPWP.
3. Prepare and approve amendments to the 2015 UPWP
4. Prepare and receive quarterly billing information and submit requests for reimbursements to KDOT.

Estimated Budget for UPWP & Budget:

Total for MTPO Staff

\$8,044

1.4 Training

Training opportunities that are proposed for 2015 include, but are not limited to, the following:

- Kansas APA Conference
- Kansas Association of Metropolitan Planning Organizations (KAMPO) meetings
- Transportation related webinars
- National Transit Institute and National Highway Institute workshops in Kansas City or other nearby cities that provide training for MPO related topics
- Applicable GIS or other software training which supports MTPO activities
- Other relevant training that the MTPO Secretary directs the MTPO Staff to attend that is approved by KDOT

Estimated Budget for Training:

Total for MTPO Staff

\$6,985

Products:

1. Quarterly progress reports and billings (Quarterly)
2. 2016 Unified Planning Work Program (December 2013)
3. 2015 UPWP Amendments (as needed)
4. Committee Agendas & Minutes for TAC and Policy Board (monthly, or as needed)
5. Support to Committees and consultants as required

2 – Long Range Transportation Plan (LRTP)

Background & Update Activities:

The Long Range Transportation Plan (LRTP) provides the framework for metropolitan transportation policy and specifies metropolitan transportation priorities within the MTPO area. The ongoing work to review and maintain an up-to-date LRTP is conducted in a comprehensive format where transportation and land use planning are viewed as two important and interrelated parts. Major transportation system changes are considered when updating land use plans for the Topeka area. Having many of the same planners and engineers review both the transportation projects and the major land use proposals has facilitated this land use/transportation planning coordination in the past, and this arrangement is expected to continue in 2015. The LRTP is the guiding document for all future transportation capital improvements in the MTPO area for the next 30 years.

Demographic Forecasting for the LRTP Update:

The current LRTP was updated in 2012. The five-year update is not due until 2017, therefore, LRTP duties will be limited to any amendments needed to plan, and to performing model run scenarios for potential new road projects in the LRTP. In 2014, the MTPO purchased Regional Economic Marketing Inc. (REMI) software and services. The MTPO staff will be working with consultants to supply input data for this software in preparation for demographic forecasting for the update of LRTP 2045. These forecasts will be more accurate than what we have used previously, in that they will be specifically tailored to land use patterns and population characteristics of Shawnee County based on empirical data in addition to census based data. Obtaining this data will also be beneficial to other long-range planning endeavors.

LRTP Program Activities and Products:

1. LRTP amendments as needed (on-going)
2. Work with REMI model to begin demographic forecasting (on-going)
3. Produce model runs if needed for plan implementation projects (on-going)

Estimated Budget for MTPO Long Range Transportation Plan:

Total MTPO Staff Costs **\$ 7,843**

3 - Transportation Improvement Program (TIP)

Background/Previous Work:

The TIP is the major implementation tool for the LRTP. The TIP is essentially the gatekeeper document for all improvements to regionally significant routes and for the use of federal funds. If a project in the MTPO planning area is regionally significant or is programmed to utilize federal funding, then it must be listed in the TIP.

The MTPO uses its Regionally Significant Policy to determine which projects are regionally significant and thus, need to be included in the TIP. These projects are usually found in the Capital Improvement Plans (CIPs) of the local governing bodies. As part of the TIP development process the MTPO staff will review the Topeka and Shawnee County CIPs and determine which projects from those local CIPs should be listed in the TIP to keep our region in compliance with USDOT guidelines.

In order to comply with federal regulations, the MTPO also works with KDOT and other planning partners to produce an annual listing of surface transportation, bridge, enhancement and transit projects for which federal funds have been obligated in the previous year. This list will be produced and published by the MTPO each year as a separate document as an addendum to the TIP.

In 2014 an updated MAP-21 compliant 2015-2018 TIP document was produced by the MTPO staff and approved by the Policy Board. The MTPO chooses to produce a new TIP every two years despite USDOT regulations that require that it only be updated once every four years. The two-year cycle was chosen in order to reduce the number of amendments needed and to keep the document more current.

Program Objectives:

- To program, schedule and prioritize all regionally significant and/or federally funded transportation improvement projects that are consistent with the Long Range Transportation Plan and that are currently within the financial budgets of the project sponsoring agency.

- To ensure public participation procedures are carried out in the TIP development and amendment processes.

Program Activities:

1. The MTPO staff will review new projects to ensure compliance with Complete Streets standards.
2. Conduct public participation activities related to the TIP development process as outlined in the PPP
3. Process TIP amendments quarterly, as necessary

Products:

1. Annual listing of 2015 obligated projects (4th quarter)
2. TIP amendments (As needed)

TIP Amendment approval by the Policy Board in the following months:

- January 2015 (to KDOT by Jan.23)
- April 2015 (to KDOT by April 24)
- July 2015 (to KDOT by July 24)
- August 2015** (to KDOT by Sept. 4)**

** Sept. 4th Amendment will be the last STIP Amendment for the 2015 STIP.

KDOT will process TIP/STIP Amendments on the following on these dates for Federal Fiscal Year 2015..

Estimated Budget for MTPO Transportation Improvement Program:

Total MTPO Staff	\$2,413
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4 - Public Participation Plan (PPP)

Background:

The Topeka MPO created a revised Public Participation Plan (PPP) that is SAFETEA-LU compliant for its transportation planning program in 2009. In 2003, the MPO approved the Citizens Guide to Transportation Decision Making, which summarizes the public involvement process for MPO decision-making. This document is made available to the public, via the MTPO website and in the City of Topeka Planning Department, which serves as the MTPO office.

In an effort to address Environmental Justice (EJ) and public participation concerns, and in an effort to better understand the transportation needs in the MTPO Area, the MTPO will collect information about, and assess the distribution of, transportation projects and their impacts across the region and among different population groups in the MTPO metropolitan planning area. These groups will include; Neighborhood Improvement Associations (NIAs) Americans with Disabilities Act (ADA) groups, senior transportation groups and other organizations representing low-income and/or minority populations in the MTPO Area. The current Title VI Plan was reviewed in 2013 and made compliant with the new Transportation Bill MAP 21.

All of the Public participation objectives outlined below are performed in accordance with all MTPO projects, plans and amendments. Staff time associated with the PPP element is solely attributed to

any amending of any of the Public participation guidance document; (PPP, Citizens Guide to Transportation Decision Making, LEP, transportation informational brochures and the Title VI Plan and complaint procedure form distributed both in the Planning office and on the MTPO website.

Program Objectives:

- To provide meaningful opportunities for residents of the MTPO area to participate in the Metropolitan transportation planning process.
- To encourage activities that allow the MTPO to meet its Title VI and Environmental Justice obligations by providing meaningful opportunities for all persons to participate in the metropolitan transportation planning process.
- Ensure continued EJ compliance.
- Incorporate the principles outlined in the Limited English Proficiency (LEP) Plan into the MTPO planning development process.
- Ensure that proper public participation, as outlined in the adopted PPP, is adhered to in carrying out all projects, plans, and documents.
- Make community groups aware of regional transportation planning decisions that are being made and to seek their input into these MTPO decisions.

Program Activities:

1. Continue to review current Public Participation Plan and Update to ensure its efficacy & the evolving MAP-21 compliance.
2. General website maintenance,
3. Prepare public information ads for the Topeka Metro News and the official city information channel (Channel 4)
4. Hold public participation meetings in association with all MTPO sponsored activities requiring public input.

Products and Timeline:

1. Maintain the MTPO website (ongoing)
2. Public advertisements and website updates
3. Compliant PPP Review as MAP-21 regulations are clarified.

Estimated Budget for MTPO Public Participation Plan:

Metropolitan Topeka Planning Organization (MTPO Staff) **\$3,316**

5 – Corridor and Special Studies

Background:

One of the major activities of the MTPO is to seek out and take on special projects or plans that support the multi-modal aspect of the regional transportation system. To further assist this effort, the MTPO increased its staff through the hiring of a Multi-Modal Planner in 2013. In recent years, the MTPO has taken on more special projects through the use of MTPO staff direct involvement, as well as from allocating Consolidated Planning Grant (CPG) funds to planning partners and third parties for the purpose of carrying out transportation projects. Many of those projects are ongoing and will be described here as they are now 2015 UPWP work projects.

Program Objectives:

- To analyze specific corridors located within the MTPO metropolitan planning area and

address any transportation needs that may exist in those areas.

- To conduct and/or manage special studies, plans and/or surveys that are needed to produce quality planning documents that will enhance transportation needs within the MTPO area.
- To provide the MTPO partners and special interests citizen groups with specialized information designed to address particular transportation planning related issues that are not specifically addressed in other MTPO planning documents.
- Complete tasks associated with the implementation of the Bikeways Plan.
- Complete tasks associated with the creation of the Pedestrian Master Plan.

5.1 Bikeway Planning

The MTPO adopted a MTPO Area wide Bikeways Plan in 2012. This plan was created by RDG consultants with the assistance of the MTPO staff and a grassroots Bikeways Advisory Committee (BAC). The BAC continues to assist with the implementation of this Plan. Substantial strides were made towards this end in 2013 when the MTPO and BAC applied for and received a 1.4 million dollar Transportation Enhancement (TE) Grant to complete phase I of the Bikeways Plan. Phase I includes signage, street markings and bikeway side path construction for over 32 miles of bikeways throughout the MTPO area. In 2014 they applied for and received a second Transportation Alternatives grant for Phase II implementation of the Bikeways Plan. The phase II grant was for \$220,000 and will cover 13 miles of bikeways paths and signage. In total, Implementation of the Bikeways Master Plan will be 164 miles of bikeways and 5 phases, totaling approximately 4.5 million dollars.

Bikeways Activities:

1. Work with city engineers to determine the logistics of bicycle lane placement and signage for the implementation of phase I and phase II of the Bikeways Study.
2. Study other city's bikeway initiatives and determine what methods will work best for the MTPO area.
3. Work with the Bikeways Action Team to begin production of a Bikeways map and citizens guide.

Bikeways Products:

1. Completion of phase I (4th quarter)
2. Partial completion of phase II (4th quarter)
3. Bikeways map and Citizens Guide (4th quarter)

5.2 Pedestrian Master Plan

The MTPO staff will work with the consultants, hired in 2014, to organize public participation meetings and to produce elements of the new Pedestrian Master Plan. This will include making maps and preparing meeting materials as needed. There will also be a website developed which will be designed as a public involvement tool. A Pedestrian Advisory Committee (PAC) will be organized to assist with the development process of the Pedestrian Plan. The purpose of this Pedestrian Plan will be to expand the menu and scope of the existing Bicycle Master Plan currently being implemented. This Plan is intended to compliment the Bikeways Plan by incorporating a pedestrian mobility element, thus providing a well-designed, safe, comfortable, continuous, direct, and convenient multi-modal transportation facilities for all users of various skill levels and physical abilities. ADA compliance will be adhered to in this plan wherever possible. This Plan will serve to fill the "gap" in connectivity of our pedestrian walkable and bicycling pathways, providing a comprehensive multimodal Plan for the MTPO area. This Plan does not replace Bikeways

Pedestrian Master Plan Activities:

4. Supply consultants with GIS data needed for Plan analysis
5. Organize public meetings
6. Process consultant billings and reimbursements
7. Overall management of project

Pedestrian Plan Products:

1. Pedestrian Master Plan (3rd Quarter)

5.3 Wayfinding Sign Plan

Visit Topeka is proposing to initiate an update to the city's wayfinding sign network as an outgrowth of their recent community branding initiative completed in 2014. The current wayfinding system was evaluated during the branding initiative and found to have several design, engineering, destination, and maintenance issues. Replacing or adding new signs to complete the program started in 2006 was put on hold until a new plan can be presented to address those issues including identifying appropriate funding options for implementation. The plan would be done in conjunction with a cohesive branding initiative. Therefore, the MTPO has approved \$56,000 of CPG funds to be utilized for the planning phase of this project. This will be a \$70,000 project which will be managed by the MTPO in conjunction with Visit Topeka. A consultant will be hired to complete this phase. The consultant should consider multi-modal users including auto, bike, and pedestrian. This phase will also include collaborating with local entities to create new Manual Uniform Transportation Control Device (MUTCD) compliant designs for the signs.

Wayfinding Sign Plan Activities:

1. Provide overall management of Plan process
2. Process consultant billings and reimbursement

Wayfinding Sign Plan Products:

1. Wayfinding Sign Plan including bid ready documents
2. MUTCD Compliant design for signs

5.4 Arvonía Corridor Study**Problem Statement:**

The area of western Topeka in the north half of Section 5, Township 12 South, Range 15 East, generally being the area bounded on the north by SW Huntoon Street, on the west by SW Urish Road, on the south by SW 17th Street, and on the east by SW Wanamaker Road is currently only partially developed. There is immediate interest in further development in this area. However, the existing roadway network serving this area is already operating at or near capacity at several locations. These locations include the I-470 ramp terminals on SW Huntoon Street and SW Wanamaker Road.

Recent traffic impact studies for proposed developments in the area have revealed that geometric and traffic operation deficiencies in the existing roadway network are so significant that further development would cause traffic operations failure of several intersections.

The City and KDOT have determined that additional development in the area should be closely

reviewed so that a roadway network is provided with acceptable capacity for the additional development.

Detailed Scope:

The Consultant shall complete a transportation planning / traffic engineering study and provide recommendations to improve traffic operations, safety, and level of service at the intersections of;

- SW Huntoon Street / SW Arvonía Place and Eastbound I-470 Exit Ramp,
- SW Arvonía Place and SW Winding Road,
- SW Huntoon Street and Westbound I-470 Entrance Ramp,
- SW Huntoon Street and SW Wanamaker Road,
- SW Wanamaker Road and Westbound I-470 Exit Ramp
- SW Wanamaker Road/ SW Winding Road and Eastbound I-470 Entrance Ramp.

The Consultant shall also make recommendations for improvements, if any, to;

- SW Arvonía Road from SW 17th Street to SW Huntoon Street,
- SW Huntoon Street from SW Urish Road to SW Wanamaker Road.

The Consultant shall also provide:

- Concept sketches of proposed improvements,
- Draft Maintenance of Traffic (MOT) concepts for constructing the improvements,
- Construction Cost Estimates of proposed improvements, and,
- Schedule for phased implementation and prioritization of proposed improvements.

Recommendations shall be based upon projected year 2040 traffic volumes and travel patterns considering full development of the north half of Section 5, Township 12 South, Range 15 East as well as full utilization of the West Ridge Mall. Consultant shall develop traffic projections based upon existing travel patterns, the Metropolitan Topeka Planning Organization (MTPO) Long Range Transportation Plan, existing traffic impact studies as may be on file with the City of Topeka Planning Department, and generally accepted transportation planning and traffic engineering methodologies.

Arvonía Corridor Study Products:

1. Corridor Study completed by end of 2015 (4th quarter)

5.5 General Studies and Plan Reviews

Sub-regional plans for neighborhoods and corridor plans in the Topeka Urbanized Area are ongoing. The MTPO staff supplies reviews, comments and in some instances data for these cases. The MTPO staff will continue this process of providing transportation related comments to transportation planning partners as these studies arise weather they are MTPO led or managed by other entities.

General Studies Activities:

1. The MTPO staff will assist with special studies or surveys that are needed to address special concerns or issues raised by the MTPO Policy Board, the MTPO-Technical Advisory Committee or the MTPO partners and consultants.

Estimated Budget for MTPO Corridor & Special Studies:

Total: Metropolitan Topeka Planning Organization Staff Hours

\$30,443

Studies & Consultant costs

Wayfinding Phase II Study	\$70,000
Pedestrian Master Plan	\$100,000
Arvonía Corridor Study	<u>\$100,000</u>
Total:	\$270,000

Products & Estimated Timelines

1. Bicycle Map and guide (start by 4th Quarter)
2. Complete elements of phase 1 of the Bikeways study which began in 2013 after the award of the TE grant for this purpose (on-going throughout the year)
3. Prepare the transportation aspect of an updated Land Use and Growth Management Plan (4th Quarter)
4. Prepare maps, data and reports in support of special studies being conducted by the MTPO or other MTPO partner groups. (Throughout year as needed)
5. Safe Routes To School Plan (4th Quarter)

6 – Regional Intelligent Transportation Systems (ITS) Architecture**Background/Previous Work:**

Shawnee County adopted its first ITS Plan in 2007. As part of the development of this plan, the MTPO, City and County Public Works Department, the County Emergency management services and other ITS stakeholders attended workshops to learn about the National ITS Architecture and how it will be utilized locally in the implementation of new transportation and communications projects and for upgrading existing transportation infrastructure. The City of Topeka has, over the last few years, improved dozens of intersections with detection equipment that can be used to monitor traffic conditions and take traffic counts that can aid in planning activities. The City of Topeka, Shawnee County, Topeka Metropolitan Transit Authority and MTPO Staffs have discussed further development strategies for ITS development, but the ITS work is still in its infancy in the MTPO metropolitan planning area.

2013 marked the five-year point since the 2007 adoption of the current ITS Plan. The ITS Plan is required to be updated every five years, and thus a consultant was hired in 2013 to begin the Plan Updating process. This update was completed in 2014. The intent of this plan is to ensure that the local ITS is intuitive and comprehensive amongst all of the emergency and pertinent local and regional entities. It also ensures that our ITS remains current with the National ITS Architecture standards and/or other technological developments in the transportation field. Many adaptive traffic signal upgrades were made from 2009 to 2011 through the use of ARRA funds, Safety Grants and Energy Grants. These upgrades have continued into 2014 and will continue into the foreseeable future. This Plan update brought together all of the transportation and emergency personal in the MTPO area. A plan was outlined and will be followed in a strategic fashion going forward.

Program Objectives:

- Maintain an ITS architecture that all public works departments, law enforcement agencies, emergency response agencies, public transit providers, and government transportation agencies can use to design and implement a seamless ITS that operates throughout the region and is compatible with the National ITS Architecture.
- Educate public officials and interested parties in the region about Intelligent Transportation System (ITS) and how it impacts the operation of the region's transportation facilities and

services.

Program Activities:

1. Review transportation projects/plans for ITS compliance. (on-going)

Estimated Budget for ITS Architecture Development:

Total MTPO Staff Costs	\$1,609
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7 – Public Transit Planning

Background/Previous Work:

The Topeka Metropolitan Transit Authority (TMTA) and the Metropolitan Topeka Planning Organization (MTPO) have worked together in the past to integrate transit planning activities into the UPWP, develop the transit portion of the LRTP, and design transit projects for the TIP in an effort to plan, promote, and provide enhanced public transit services in the Topeka area. The service operations offered by TMTA for the Topeka area require strategic planning efforts and expertise by TMTA staff for both short and long range planning elements.

The UPWP document includes TMTA planning activities that will be conducted in 2014. An annual agreement between the MTPO and TMTA describes all of the stipulations and requirements that must be met as a condition for TMTA to receive these CPG funds. This allocation is dependent on the annual availability of federal funds. In 2013 TMTA hired the consultant team of URS to assist with their long range and short range planning projects. TMTA also has a part-time Multi-Modal Planner that began working with their staff in 2013. In 2013, URS On-Call consultants were hired by Topeka Metro and the MTPO to analyze the TMTA Bus route system and determine how they might best improve service and ridership in the Topeka area.

Transit Planning Objectives

1. Provide strategic planning for efficient and effective transit services within the MTPO area.

Transit Planning Activities (MTPO Multi-Modal Planner)

1. **Bus Shelter Program:** Work to implement Topeka Metro's ongoing Bus Shelter Program, which includes evaluation of routes for best placement of a shelter, communication with local business to gain permission, coordination with the City on placement, and work with engineers and contractors to get the shelters on the ground.
2. **Designated Stops:** Work to transition from a flag-down system to a designated stop system. Will analyze routes and, work with bus stop design guidelines, determine where to place a bus stop signs. This will include coordinating work to install new signs, concrete pads and benches.
3. **Ridership reports for FR and shuttles/events:** Monthly ridership reports are maintained to present to staff, the Board, FTA, and the National Transit Database. This includes ridership for Metro's fixed-route as well as any shuttles, events or promotions that occur.
4. **Bus Stop inventory:** Create a list of all the shelters, benches and bus stop signs in the system. Include the status of the shelter/bench, a photo, when it was installed, and which routes it serves.
5. **GTFS data for googlemaps:** Review the current data in the General Transit Feed Service to update the location in GoogleMaps, and make the data available for third-party groups to create apps.
6. **miscellaneous:** Assess the need for sidewalk connectivity on our routes; create maps for various presentations;

Short-Range Transit Planning Products

1. New placements for Bus Shelters
2. Upgraded shelters
3. Monthly Ridership Reports
4. Updated Transit Google Maps

Estimated Budget for Transit Activities:

Total MTPO Staff Costs

\$22,794

SECTION 3 - BUDGET

The budget for the MTPO's regional transportation planning operations is included in this UPWP document in order to indicate how the Consolidated Planning Grant (CPG) funds are being used to further the 3-C (continuing, comprehensive, cooperative) planning process in our metropolitan planning area. The City of Topeka Planning Department is the primary agency that currently provides staff services to the MTPO.

The UPWP Budget does not include overhead expenses (office rent, utilities, insurance, etc.) since all of those indirect expenses are covered by the host agency (i.e., City of Topeka). Most of the expenses included in the UPWP Budget are for actual time worked by MTPO designated staff including selected TMTA staff and any MTPO approved consultant contracts. This budgeting process is used because, as the MTPO's host, the City handles certain accounting, purchasing and personnel functions for the MTPO. This also avoids the time and expense for our small MPO to obtain office space, utilities, and pay other indirect costs using Federal rules.

In addition to the staff costs, the MTPO is also including some direct charges for items such as travel expenses, office supplies, conference and training fees, software and software license renewals in the 2013 budget. These items can be readily attributable to the MTPO operation and can be easily tracked as separate MTPO expenses.

This 2015 UPWP includes funds from Topeka and the USDOT (through the Consolidated Planning Grant administered by KDOT) for most of the work tasks. For the work task involving transit planning most of the local share is provided by the Topeka Metro, while Topeka funds from the City's general operating budget make up a portion of the local match for MTPO Staff and City sponsored projects. KDOT also supplies cash funds for City or TMTA match funds which are an "incurred" cost from Corridor Management (CM) funds, when those funds are available. Eligibility for the use of these CM funds by the City of Topeka or TMTA is determined by FHWA and KDOT on a case by case basis.

2015 Budget and Available CPG Funding.

2015 UPWP Budget	UPWP #	Total MPO (CPG Eligible) Activities	CM Funds
Program Support & Administration			
1.1 General Admin.	1	\$ 33,542	
1.2 Committee Support		\$ 15,613	
1.3 UPWP & Budget		\$ 8,044	
1.4 Training		\$ 6,985	
MTP	2	\$ 7,843	
TIP	3	\$ 2,413	
Public Participation Plan	4	\$ 3,316	
Corridor and Special Studies	5	\$ 30,443	
Pedestrian Master Plan (Consultant)		\$ 100,000	
Wayfinding Study Phase II (Visit Topeka)		\$ 70,000	
Arvonja Corridor Study		\$ 100,000	\$ 75,000
Regional ITS Architecture	6	\$ 1,609	
Transit Planning Activities	7	\$ 22,794	
Direct Non-staff Charges			
Software License		\$ 4,200	
Tech. Support Group (IT)		\$ 8,648	
Office Supplies/Printing/Advertising		\$ 1,500	
Travel		\$ 2,500	
Total Costs of 2015 Program		\$ 419,450	

^\$10,000 from City Cash, and \$15,000 from CPG Funds

Estimate of available CPG funds for 2015

2015 CPG Allocation*	240,205
Estimated 2014 carryover CPG funds **:	\$18,425
Total 2015 Estimated CPG funds:	\$258,630
Unencumbered 2015 CPG funds:	(\$11,930)

*2015 Actual amount will not be available until January 2015
 **Only 20% or \$17,012.6 will be carried over to 2015 due to 3rd-year excess fund recovery.

CPG & Matching Share	
Federal Funds Being Used 80%	\$ 270,560
CM Funds	\$ 75,000
Topeka Cash	\$ 50,722
Visit Topeka Cash	\$ 14,000
Topeka Metro Cash	\$ 9,168
TOTAL:	\$ 419,450

2015 STAFF HOURS

TASKS (Regular Hours)	UPWP #	Planning Director	Office Specialist	Transportation Planner	Transportation Planner (Bike/Transit)	Transportation Manager	City Traffic Engineer	Transit Planner (COO)	Transit Planner (CFO)	TOTAL Labor Hrs
MTPO Program Support & Administration	1									
1-1 General Admin.			150		180	640				1,055
1-2 Committee Support					290	200				350
1-3 UPWP & Budget					0	200				435
1-4 Training					75	125				125
Metropolitan Transportation Plan	2				0	195				100
Transportation Improvement Program	3				0	60				160
Public Involvement Plan	4				50	50				240
Bikeways & Special Studies	5				550	400	0			615
Regional ITS Architecture	6				0	40				250
Transit Planning Activities	7				550	170		20	20	1,020
TOTAL REGULAR HOURS		0	150	0	1,695	2,080	0	20	20	3,965
% of Time Spent on MPO funded activities		0.00%	7.21%	0.00%	81.49%	100.00%	0.00%	0.96%	.96%	
Notes:										

This budget includes a planning/marketing coordinator and finance manager position for the Topeka Metropolitan Transit Authority that are partially funded with USDOT funds.
 Other in-kind assistance is provided by many people in KDOT, Topeka, and Shawnee County. This assistance to the MTPO is not included in this budget.
 This UPWP Budget is designed to account for USDOT funds spent on the regional 3C planning program.
 This budget is based on regular hours for one calendar year (2,080 hours) for each full-time employee and does not include overtime pay.
 This budget includes funding for FHWA and FTA allocations to KDOT and KDOT sub-allocations of CPG funds to the MTPO.
 The federal funds from FHWA and FTA are combined into one Consolidated Planning Grant (CPG) administered by KDOT and the MTPO.

Budget Labor Costs & Non-Direct Charges

TASKS (Fully Loaded Labor)	UPWP #	Consultant & Supply Costs	Planning Director	Office Specialist	Transportation Planner	Transportation Planner (Bike/Transit)	Transportation Manager	City Traffic Engineer	Transit COO	Transit CFO	TOTAL Fully Loaded Labor	% of Total
MTPO Program Support & Administration	1											
1-1 General Admin.			\$0	\$3,104	\$0	\$4,698	\$25,741	\$0	\$0	\$0	\$33,542	25.3%
1-2 Committee Support			\$0	\$0	\$0	\$7,569	\$8,044	\$0	\$0	\$0	\$15,613	11.8%
1-3 UPWP & Budget			\$0	\$0	\$0	\$0	\$8,044	\$0	\$0	\$0	\$8,044	6.1%
1-4 Training			\$0	\$0	\$0	\$1,958	\$5,028	\$0	\$0	\$0	\$6,985	5.3%
Metropolitan Transportation Plan	2		\$0	\$0	\$0	\$0	\$7,843	\$0	\$0	\$0	\$7,843	5.8%
Transportation Improvement Program	3		\$0	\$0	\$0	\$0	\$2,413	\$0	\$0	\$0	\$2,413	1.8%
Public Participation Pan	4		\$0	\$0	\$0	\$1,305	\$2,011	\$0	\$0	\$0	\$3,316	2.5%
Corridor & Special Studies	5		\$0	\$0	\$0	\$14,355	\$16,088	\$0	\$0	\$0	\$30,443	23.0%
Regional ITS Architecture	6		\$0	\$0	\$0	\$0	\$1,609	\$0	\$0	\$0	\$1,609	1.2%
Transit Planning Activities	7		\$0	\$0	\$0	\$14,355	\$6,837	\$0	\$801	\$801	\$22,794	17.2%
On-Call Transit Consultants		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
Pedestrian Master Plan		\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
Arvonnia Corridor Study		\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
Wayfinding Study Phase II		\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
SRTS SCHA/USD 501		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
MTPO Non-Direct Charges		\$16,848	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
TOTALS:		\$286,848	\$0	\$3,104	\$0	\$44,240	\$83,658	\$0	\$801	\$801	\$132,396	100.0%

Notes:

This budget includes a planning/marketing coordinator and finance manager position for the Topeka Metropolitan Transit Authority that are partially funded with USDOT funds.

Other in-kind assistance is provided by many people in KDOT, Topeka, and Shawnee County. This assistance to the MTPO is not included in this budget. This UPWP Budget is designed to account for USDOT funds spent on the regional 3C planning program.

This budget is based on regular hours for one calendar year (2,080 hours) for each full-time employee and does not include overtime pay.

This budget includes funding for FHWA and FTA allocations to KDOT and KDOT sub-allocations of CPG funds to the MTPO.

The federal funds from FHWA and FTA are combined into one Consolidated Planning Grant (CPG) administered by KDOT and the MTPO.

The hourly rates used to create this budget are the rates that each employee is paid on January 1, 2011.

The fringe multiplier that accounts for benefits, vacation time and other items not included in the direct labor rate is supplied to the MTPO by the Topeka Budget Director and the TMTA Finance Manager.

SECTION 4 – MAPS

This section includes the latest Functional Classification Map for roadways in the region. At the time this map was originally produced the MPO planning area included all of Shawnee County so the entire county is shown on this map.

This section also includes a map of the MTPO metropolitan planning area. This map was an attachment to the agreement between the City of Topeka, KDOT and the TMTA that established the MTPO as the new MPO for the Topeka Area. This new MPO was established in 2004. The MTPO planning area includes all of the Topeka Urbanized Area defined by the Census Bureau in 2000 and all of the Urban Area for transportation planning purposes defined by the previous MPO and KDOT in 2003. However, this new MTPO planning area does not include all of Shawnee County. The MTPO has the ability to conduct continuing, comprehensive, and cooperative transportation planning activities for the territory inside their metropolitan planning area boundary. The MTPO is also charged with programming funding for all federally funded projects and regionally significant projects within that planning area boundary through the TIP process.

Figure 3

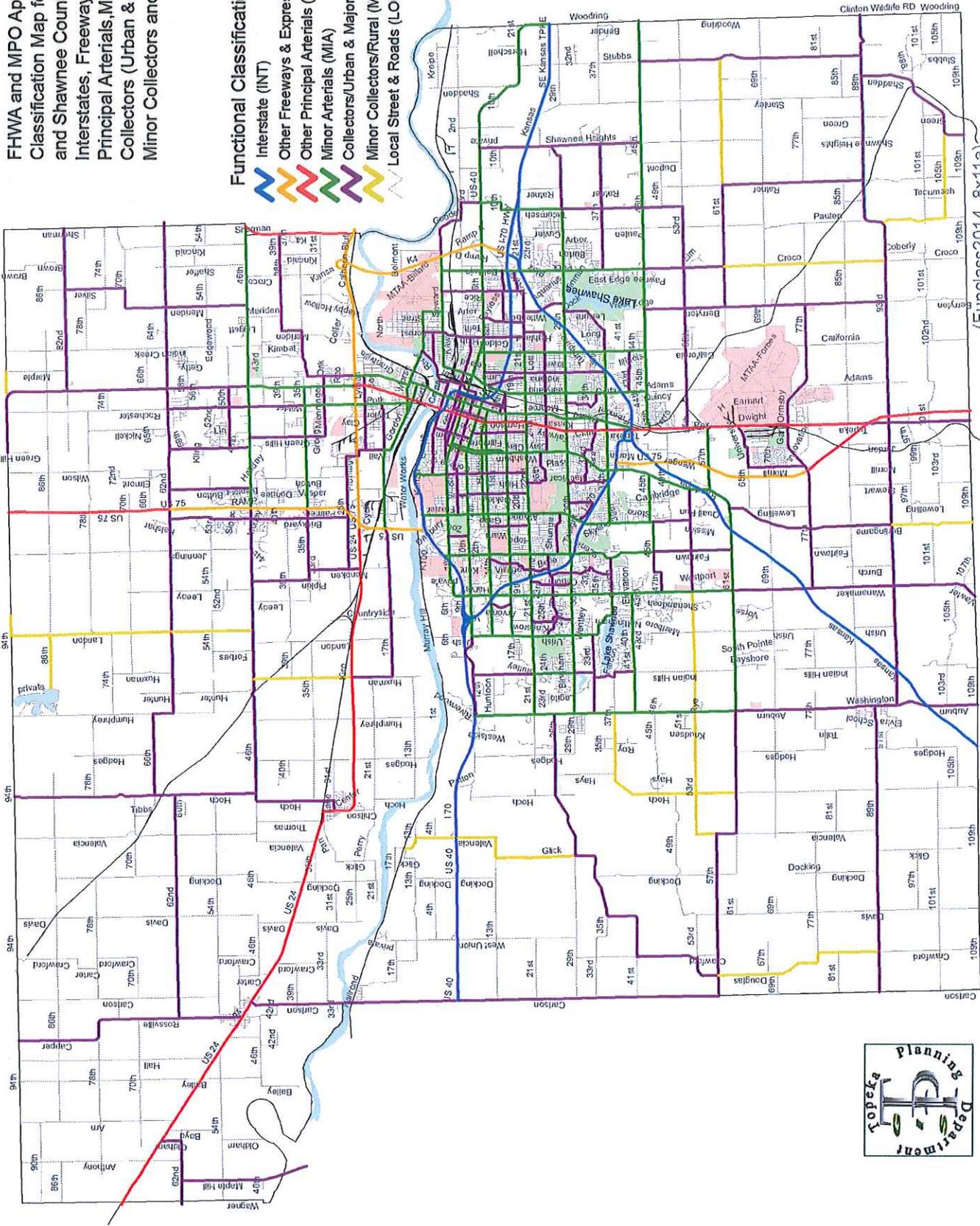
Functional Classification of Roads 2014

FHWA and MPO Approved Functional Classification Map for Topeka and Shawnee County:

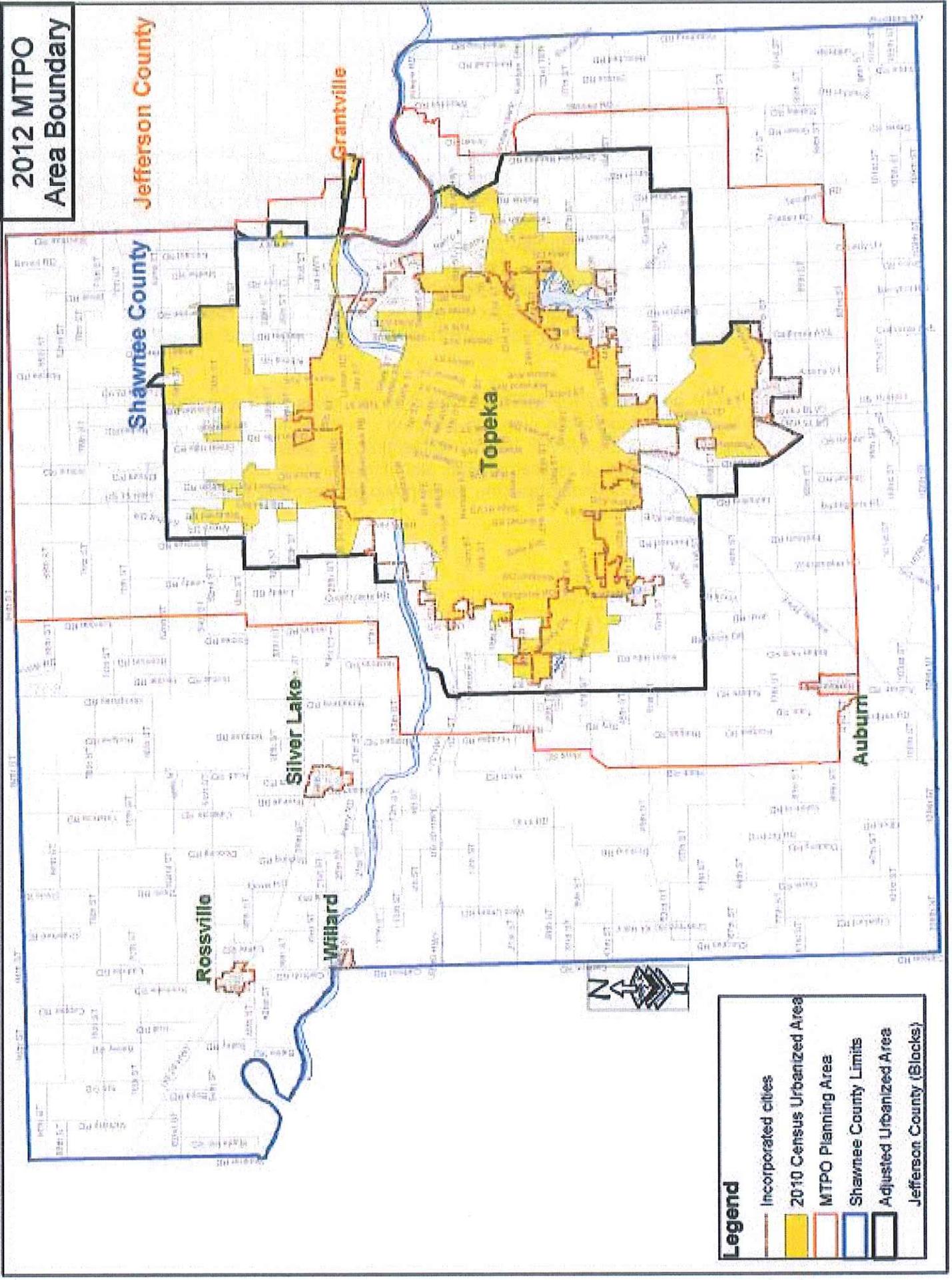
- Interstates, Freeways/Expressways
- Principal Arterials, Minor Arterials, Collectors (Urban & Rural Major), Minor Collectors and Local Streets

Functional Classification 2014

-  Interstate (INT)
-  Other Freeways & Expressways/Urban (FRW)
-  Other Principal Arterials (OPA)
-  Minor Arterials (MIA)
-  Collectors/Urban & Major Collectors/Rural (MIC)
-  Minor Collectors/Rural (LOC)



(Funclass2014_8x11a)



2012 MTPO
Area Boundary

Shawnee County

Jefferson County

Grantville

Topeka

Silver Lake

Rossville

Willard

Auburn

Legend

- Incorporated cities
- 2010 Census Urbanized Area
- MTPO Planning Area
- Shawnee County Limits
- Adjusted Urbanized Area
- Jefferson County (Blocks)

SECTION 5 – UPWP RELATIONSHIP TO LRTP GOALS

The Unified Planning Work Program (UPWP) is the annual list of activities that the MTPO and its staff and sub-committees intend to do in order to address the mobility issues and concerns raised in the Long Range Transportation Plan (LRTP). The current LRTP for the Topeka MPO is called the 2040 Long Range Transportation Plan that was approved on April 23, 2012. The Transportation Improvement Program (TIP) is designed to list transportation improvement projects to address the LRTP goals. The UPWP is designed to list the planning activities designed to address the LRTP goals. Both of these documents, UPWP and TIP, are implementation tools for the LRTP. The UPWP is concerned with the planning program implementation steps while the TIP is concerned with the facility and service improvement steps.

The current LRTP adopted by the MTPO contains seven goals for the region's transportation system and regional transportation planning program. In order to better understand how the annual activities listed in the UPWP help to implement the goals in the region's LRTP, the following chart was created. It indicates what planning activities are related to which LRTP goals. This helps the MTPO understand the relationship between the annual work program and the LRTP for the region.

Relationship between 2015 UPWP Work Tasks and 2040 LRTP Seven Goals

	Cultivate, Maintain, and Enhance the Region's Economic Vitality	Increase the Safety and Security of the Region's Transportation System	Increase Accessibility and Mobility Choices in the Region	Protect, Preserve, and Enhance the Social, Historical, and Natural Environments of the Region	Promote Efficient System Management and Operation	Enhance Connectivity of the Transportation System Across and Between Modes	Emphasize Maintenance and Preservation of the Existing Transportation System
2015 Program Activities							
1	X	X	X		X	X	
2	X	X	X		X	X	X
3	X		X		X	X	
4	X		X		X	X	
5		X			X	X	X
6		X	X				
7			X			X	

Public Comments

As set forth in the current Public Participation Plan, any public comments received during the public comment period of any new MTPO document or amendments to any MTPO documents will be addressed and submitted for public hearing to the MTPO Technical Advisory Committee (TAC).

2015 UPWP Public Comment Hearing