

Irene Higgs

From: Jason Bottjen <JBottjen@azdot.gov>
Sent: Thursday, March 30, 2017 7:30 AM
To: Irene Higgs
Cc: Jason Hafner (jhafner@scmpo.org)
Subject: FW: SCMPO FY 2017 UPWP Amendment #1

Irene,

Please find FHWA's approval of SCMPO's FY17 UPWP Amendment #1. Please let me know if you have any questions and have a great day!

Jason Bottjen

Planning Program Manager
ADOT Multimodal Planning Division
206 S. 17th Avenue, MD310B
Phoenix, AZ 85007
602-712-6166
azdot.gov



From: Stillings, Ed (FHWA) [<mailto:ed.stillings@dot.gov>]
Sent: Thursday, March 30, 2017 7:14 AM
To: Jason Bottjen
Subject: RE: SCMPO FY 2017 UPWP Amendment #1

Jason,

FHWA has reviewed the Work Plan Amendment, finds it acceptable and offers our concurrence for approval. Thanks.

Ed

From: Jason Bottjen [<mailto:JBottjen@azdot.gov>]
Sent: Thursday, March 23, 2017 12:14 PM
To: Stillings, Ed (FHWA)
Subject: SCMPO FY 2017 UPWP Amendment #1

Ed,

Here is SCMPO's FY17 UPWP Amendment #1. ADOT recommends approval of the amendment and asks for FHWA concurrence.

Please let me know if you have any questions and have a great day!

Jason Bottjen

Planning Program Manager

ADOT Multimodal Planning Division
206 S. 17th Avenue, MD310B
Phoenix, AZ 85007
602-712-6166
azdot.gov



From: Irene Higgs [<mailto:iHiggs@scmpo.org>]
Sent: Monday, March 20, 2017 7:53 AM
To: Jason Bottjen
Cc: Jason Hafner
Subject: 2017 WP Amendment #1

Hi Jason,

Please find attached 2017 SCMPO WP Amendment #1. Please let me know if you have any questions.

Thank you,

Irene J. Higgs, Executive Director

Sun Corridor Metropolitan Planning Organization

211 N Florence Street, Ste 103

Casa Grande, Arizona

[*iHiggs@scmpo.org*](mailto:iHiggs@scmpo.org)

520-705-5143

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03/20/2017

Jason Bottjen
Arizona Department of Transportation
206 South 17th Ave., 301B
Phoenix, AZ 85007
Via: Email

Re: FY2017 Sun Corridor MPO Unified Planning Work Program Amendment #1

Dear Mr. Bottjen:

This amendment encompasses adjustments to the FY17 UPWP Work Elements 2.0 – Data Collection, 4.0 – Regional Transportation Plan, 6.0 – Public Transportation Planning (Transit), 8.0 – Regional Planning as well as wherever the PL funds are going.

Project changes are summarized below and highlighted in yellow on the attached copy of the Amended UPWP.

Table 2 – PL Funding – Increase in 2017 Apportionment/OA Pg. 13

- ADOT notified the MPO in October 2016 that additional PL funding was available to the MPO. This funding has been added to the budget under GL#799-36-100-100-7125-10000 – Building Rent from \$3000 to \$5200.
 - WP Pg. 13 FY17 Budget Increase PL funding by \$2,201, from \$110,643 to \$112,844. All budget tables have been updated to reflect this funding increase.

Task 2.1 – HPMS Pg. 17

- The SCMPO Executive Board determined that additional traffic counts were needed in the Region and therefore voted to increase the budget on this project January 10, 2017. An amendment to the Contract was executed on January 12, 2017.
 - 2.1 – FY17 increase STP funds from \$25,000 to \$51,000. Total amount of funding in the budget to include carry forward from 2015 - \$20,255 and 2016 - \$29,745 equals \$101,000

Task 4.2 – Regional Transportation Plan Pg. 21

- The Final SCMPO Regional Transportation Plan was approved by the Executive Board on 03/08/2016. The project completed the ADOT Closeout process and was Final Vouchered on 01/18/2017. \$19,427.13 of unspent funds will be returned to the Region to be reallocated onto another project.
 - 4.1 – FY17 remove \$19,427.13 of STP funds from this WP Element.

Task 6.2 – Public Transportation Planning (Transit) Pg. 27

- The SCMPO was awarded \$160,000 of FTA 5304 funds to develop a Transit Feasibility Study for the City of Casa Grande. In addition, FHWA Authorized
-

\$131,161 of STP funds to supplement the Study if needed. It has been determined that the additional STP funds will not be needed for the Study. The \$131,161 of unspent STP funds will be returned to the Region to be reallocated onto another project.

- o 6.2 – FY17 remove \$131,161 of STP funds from this WP Element.

Task 8.2 – Pinal County Safety Plan Pg. 31

- Pinal County falls into the boundaries of three separate planning organizations and therefore has three separate and different Safety Studies. This project will create a unified and cohesive Pinal County Strategic Transportation Safety Plan. The SCMPO will be the lead planning organization for this project and the Executive Board approved to spend \$85,000 of HSIP funds on this project 03/14/2017. Through fund transfers, MAG (\$105,000) and CAG (\$20,000) will also contribute to the cost of the project.
 - o 8.2 – FY17 create WP Element 8.2 HSIP – Pinal County Safety Plan and assign \$210,000 of HSIP funds.

Changes to the 2017 SCMPO Executive Board Pg. 9

Mayor Joel Belloc, Chair City of Eloy	Mayor Craig McFarland Secretary/Treasure Casa Grande
Supervisor Steve Miller, Vice Chair Pinal County	Steve Stratton, Member ADOT Board Member District 4
Mayor Jon Thompson, Member City of Coolidge	

Changes to the 2017 SCMPO Technical Advisory Committee Pg. 9

Duane Eitel, Chair City of Casa Grande	Kathy Borquez Pinal County
Lance Dunagan, Vice Chair City of Eloy	Jason Bottjen ADOT MPD
Matt Rencher City of Coolidge	Jerry James ADOT Tucson District



Changes to SCMPO Staff Pg. 9

Executive Director, Irene Higgs
Transportation Planning Supervisor – Jason Hafner
Support Staff – Vacant

If you have any questions, please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink that reads "Irene Higgs".

Irene Higgs, Executive Director
Sun Corridor MPO



Sun Corridor Metropolitan Planning Organization
211 N Florence Street, #103
Casa Grande, AZ 85122
520-705-5143
www.scmpto.org

FISCAL YEAR 2017 UNIFIED PLANNING WORK PROGRAM and BUDGET

For a Comprehensive, Cooperative, and Continuing
Transportation Planning Process

Approved On and By:

SCMPO Executive Board on: May 10, 2016

SCMPO Technical Advisory Committee on: April 28, 2016

*Prepared by the Sun Corridor Metropolitan Planning Organization in cooperation with the Arizona
Department of Transportation, the Federal Transit Administration and the Federal Highway
Administration:*

CDFA FHWA: 20.205
CDFA FTA 5303/5305: 20.505
CFDA FTA 5304: 20.505

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I. INTRODUCTION

Unified Planning Work Program (UPWP):

The UPWP (aka Work Program-WP) guides the transportation planning activities and related tasks of the Sun Corridor MPO staff, and operates within a financially constrained budget on a state fiscal year. The Work Program shall be prepared by the Sun Corridor MPO staff, and approved annually by the Sun Corridor Executive Board.

The Work Program identifies the planning priorities and activities to be carried out within a metropolitan planning area to include: (23CFR450.104)

- A description of planning work (tasks) and measurable outcomes and products;
- Who will perform the work;
- Timeframes for completing the work;
- Cost of the work; and
- Source(s) of funds.

Description of Sun Corridor MPO area:

As a result of the 2010 United States Census, the City of Casa Grande, Coolidge, Eloy, and surrounding unincorporated areas of Pinal County was designated as Urbanized with a population of over 50,000. It encompasses 1,115 square miles.

The 2010 U.S. Census population of communities within the Sun Corridor MPO:

Community	Population
Eloy	16,631
Arizona City (Unincorporated)	10,475
Coolidge	11,825
Casa Grande	48,571
Pinal County (Unincorporated rural areas)	31,316
TOTAL	118,818

Source: 2010 U.S. Census

Approval and Authorization:

On May 6, 2013, Arizona Governor Jan Brewer sent a formal letter to the Federal Highway Administration requesting establishment of the Sun Corridor Metropolitan Planning Organization. The Sun Corridor MPO was established on this date.

Comprehensive Transportation Planning Activities:

The Sun Corridor MPO will lead the development of the Sun Corridor MPO area Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), Strategic Transportation Safety Plan, as well as transit planning activities within the region.

The Sun Corridor MPO activities are funded by federal aid funds from the United States Department of Transportation (FHWA, and FTA), the Arizona Department of Transportation, and by member local governments, through fee or in-kind services.

Planning Priorities:

The Sun Corridor MPO Regional Transportation Plan 2040, Creating Connectivity, defines the region's strategy for creating a regional transportation system that accommodates the current mobility needs of residents, while also looking to the future. The RTP presents a recommended investment strategy (RIS) for expenditure of federal funds within the Sun Corridor MPO region.

The RIS priorities were developed based on technical analysis, public and stakeholder input received through stakeholder outreach, and Sun Corridor TAC member directives.

The RIS recognizes the public's and stakeholders' priority to maintain existing infrastructure, yet provides sufficient flexibility to modernize and expand the roadway system as needed. The RIS drives the allocation of resources and influences project selection, yet are sufficiently flexible to allow Sun Corridor MPO agencies to accommodate and respond to changing needs and emerging priorities.

The funding allocations defined in the RIS underscore the goals of Sun Corridor MPO agencies to both preserve the current system and to expand travel choices for residents and visitors, while also strategically investing to create/retain jobs.

- 60% Preservation
- 30% Modernization
- 10% Capacity

The impact of the RIS on transportation system performance will be limited because of the realities of diminishing long-range revenues. However, the RIS allocations across categories show the commitment of Sun Corridor member agencies to:

- Preserve the region's major roadways (arterial and collectors).
- Improve mobility and safety through modest expansion as needed to address economic development needs.
- Support economic development by investing in transportation corridors that improve connectivity to employment.
- Increase safety and efficiency via system modernization.

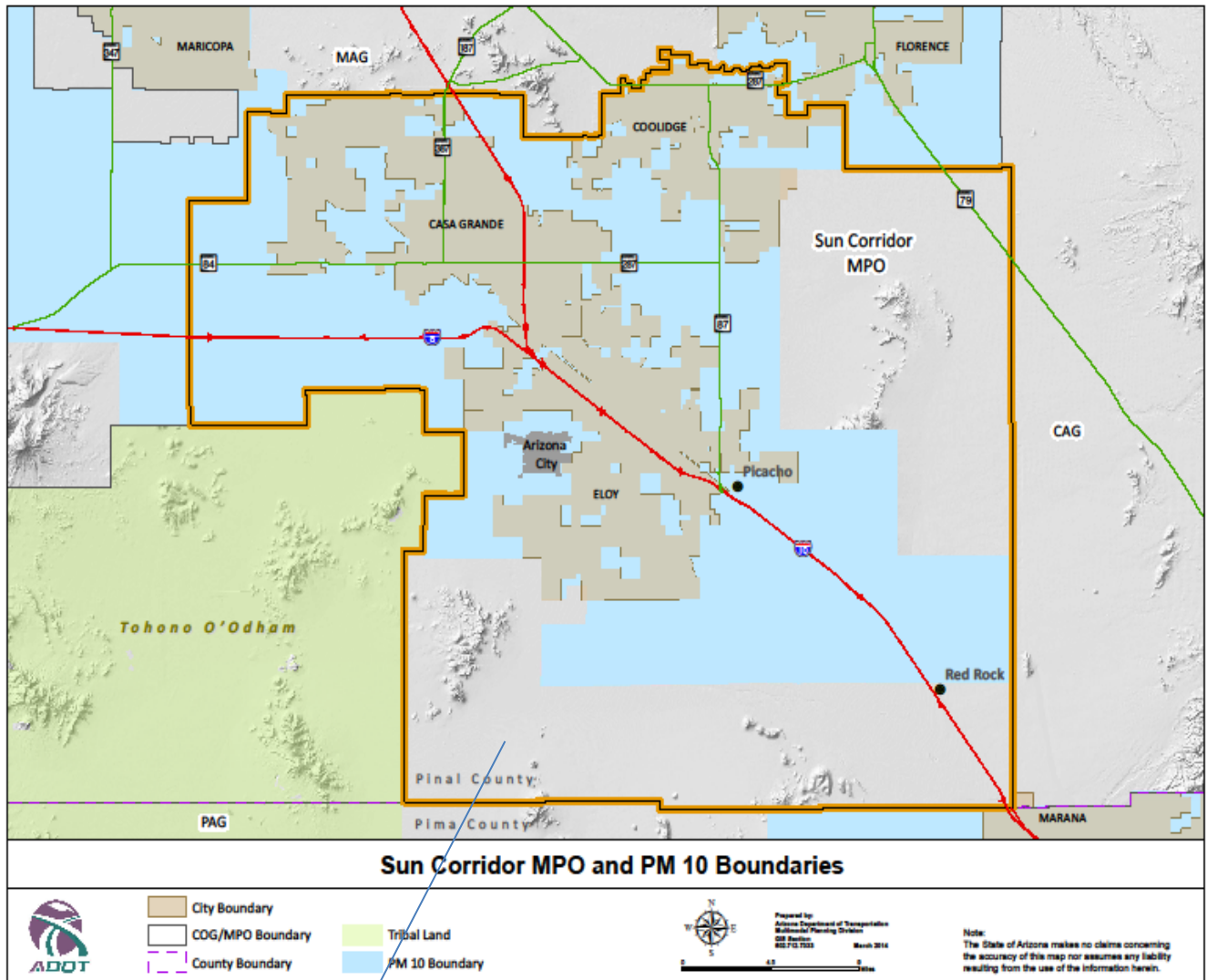
Air Quality Activities:

Both the Sun Corridor MPO and the Maricopa Association of Governments (MAG) include portions of the West Pinal PM-10 Nonattainment Area and West Central Pinal PM-2.5 Nonattainment Area. Both nonattainment areas are covered by the boundaries of both the Sun Corridor MPO and MAG. Consequently, transportation conformity is required to be demonstrated for both nonattainment areas by both agencies.

Metropolitan transportation plans, programs and projects in the nonattainment areas must satisfy the requirements of the federal transportation conformity rule. The principal criteria for a determination of conformity are:

- 1) The Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) must pass an emissions budget test with a budget that has been found to be adequate or approved by EPA for transportation conformity purposes, or interim emissions tests;
- 2) The latest planning assumptions and emission models in force at the time the conformity analysis begins must be employed;
- 3) The TIP and RTP must provide for the timely implementation of transportation control measures (TCM's) specified in the application air quality implementation plans;
- 4) Consultation with MAG, ADOT, FHWA, FTA, ADEQ and members of the Sun Corridor MPO is essential to ensuring projects and projects in the nonattainment areas conform to the rules.
- 5) A Memorandum of Understanding (MOU) is being drafted to ensure coordination of the transportation planning activities in MAG and the Sun Corridor MPO planning areas in the Pinal County area. It is anticipated that the MOU will be signed by the beginning of State fiscal year 2017.
- 6) The Sun Corridor MPO and MAG will meet quarterly or more often, if deemed appropriate, to develop and maintain a common schedule for Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) actions that require transportation conformity determinations. Hosting of the coordination meetings will alternate between SCMPO and MAG, with SCMPO

hosting the initial meeting. The MPO hosting the meeting will be responsible for providing a meeting facility, preparing and distributing both agendas and meeting notes.



The Sun Corridor MPO provides multi-modal transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and small urban and rural areas of Pinal County. It covers 1,155 square miles and has an estimated population of 118,818.

II. ORGANIZATION AND MANAGEMENT

1. Staffing Roles and Responsibilities:

The Sun Corridor MPO is staffed with an:

- Executive Director
 - Managing the day to day operations of the MPO
- Transportation Planner/Program Manager
 - Performing transportation planning tasks and activities
- And/or possible half time or volunteer administrative assistant
 - Providing administrative support

In addition, the City of Casa Grande is the fiscal agent for the Sun Corridor MPO, and will provide the following, either for services rendered, or in-kind:

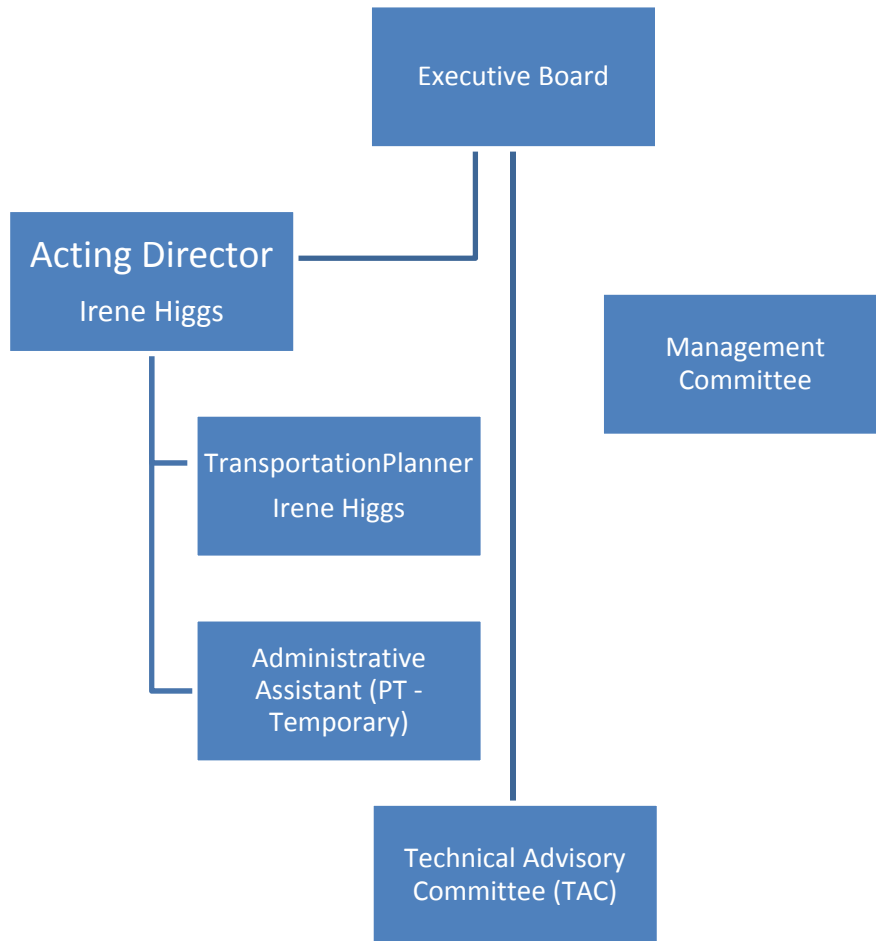
- Financial
 - Purchasing/Procurement
 - Accounting
 - Payroll
 - Accounts Payable
- Human Resources
- IT Services
- Arizona State Retirement
- Other services as needed

2. Committee Structure

Currently the Sun Corridor is comprised of five Executive Board members, made up of four elected officials from the Sun Corridor members, and one member from the ADOT Transportation Board. This board is a policy making body, and must approve all agreements, contracts and projects within the Sun Corridor MPO.

The Transportation Technical Advisory Committee (TAC) is made up of one voting member from each local government member, and one ADOT representative. This committee recommends to the Executive Board projects to be considered for programming, as well as overall transportation needs for the region.

The Executive Board would like to give the Sun Corridor MPO some time to develop the foundation for the MPO prior to establishing the Management Committee.



2017

EXECUTIVE BOARD MEMBERS

Mayor Joel Belloc, Chair City of Eloy	Mayor Craig McFarland Secretary/Treasure Casa Grande
Supervisor Steve Miller, Vice Chair Pinal County	Steve Stratton, Member ADOT Board Member District 4
Mayor Jon Thompson, Member City of Coolidge	

2017

**TRANSPORTATION TECHNICAL ADVISORY
COMMITTEE**

Duane Eitel, Chair City of Casa Grande	Kathy Borquez Pinal County
Lance Dunagan, Vice Chair City of Eloy	Jason Bottjen ADOT MPD
Matt Rencher City of Coolidge	Jerry James ADOT Tucson District
Ed Stillings Federal Highways Administration	

SUN CORRIDOR MPO STAFF

Executive Director, Irene Higgs
Transportation Planning Supervisor – Jason Hafner
Support Staff – Vacant

3. Operational Procedures, Bylaws & Agreements

Sun Corridor MPO will operate under the City of Casa Grande Operating Policies & Procedures. The Sun Corridor MPO, at some point, may at its own discretion, create an additional in-house procedure manual(s) to meet requirements set forth by Arizona Department of Transportation (ADOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Sun Corridor MPO will also operate in accordance with Executive Board By-Laws established by the Executive Board and adopted September 12, 2013, and amended November 18, 2014.

a. DBE, Title VI, EEO, LEP and PPP

DBE: The Sun Corridor MPO will adhere to the Arizona Department of Transportation's Disadvantage Business Enterprise Policy;

Title VI: Sun Corridor has developed and will maintain and adhere to the Title VI Plan and Policy. The policy is located on the Sun Corrido MPO web site (www.scmpo.org);

EEO: The Sun Corridor MPO through the City of Casa Grande, is an Equal Employment Opportunity organization;

LEP: The Sun Corridor MPO has provided a Limited English Proficiency Policy;

PPP: The Sun Corridor MPO has developed and provided a Public Participation Policy (PPP), which is located on the Sun Corridor MPO website (www.scmpo.org.)

b. Other Statements

TRANSIT: Sun Corridor MPO will ensure all transit activities receiving federal funding through ADOT within the Sun Corridor planning boundaries are compliant with ADOT and FTA. This will be accomplished by monitoring each program within the Sun Corridor MPO boundaries through cooperation with Central Arizona Governments (CAG).

AIR QUALITY - CONFORMITY: Sun Corridor MPO will enter into Memorandum of Understanding with Maricopa Association of Governments (MAG), Arizona Department of Transportation (ADOT), and the Arizona Department of Environmental Quality (ADEQ) to meet Clean Air Act requirements. At present, MAG provides modeling for regionally significant projects in the Sun Corridor MPO region.

OPERATING PROCEDURES: The Sun Corridor MPO will adhere to the City of Casa Grande Operating Procurement Policy, unless ADOT's procurement procedure takes president.

PERSONNEL POLICIES: The Sun Corridor MPO, working under the City of Casa Grande Personnel Policies, will meet all requirements for staff awareness addressing Sexual Harassment, Drug Free Work Place and Equal Opportunity.

LOBBYING – DISBARMENT: Sun Corridor MPO will adhere to federal restrictions on Lobbying and Disbarment.

III. FUNDING DESCRIPTION & BUDGET SUMMARY

The Arizona Department of Transportation (ADOT) is the designated recipient of the Federal-aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds ADOT has the responsibility and the authority under **2 CFR Part 200** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) to oversee all activities under the Federal-aid Program by the sub recipients of these funds. ADOT's oversight responsibilities include but are not limited to overall Work Plan review, invoice billing review and approval, TIP certification, air quality reviews, and quality assurance and quality control of traffic data. Work Programs are funded primarily with Planning Funds (PL); however, an MPO may use other eligible funds for their Work Program.

All work, including Sun Corridor staff time and consultant studies, listed in the Work Program are funded by one or more of the following funding sources:

- (1) **Metropolitan Planning (PL) Funds** – Federal metropolitan planning funds can be used for up to 94.3% of a project, with a required 5.7% match typically provided by local governments. The distribution of the PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and must be approved by the FHWA.
- (2) **Statewide Planning and Research (SPR) Funds** – SPR funds are federal dollars from the State Planning and Research Program administered by the Arizona Department of Transportation. Some SPR funds may be allocated to the MPO to help plan for the non-urbanized portion of the MPO. A 20% match is required and must be provided by the local jurisdiction, depending on the project.
- (3) **Federal Transit Administration Funding** – FTA funds are secured annually through the FTA Metropolitan Planning Program Section 5303/5305. FTA funds are designated for transit planning and research activities. The funds require a 20% local match, which is typically provided by local governments in hard dollars or in-kind. In addition, other federal or state funding that is not specifically designed for planning activities can be allocated for planning purposes. In those

cases, funds such as FTA Section 5304 and 5307 will be shown in the budget tables.

- (4) **Surface Transportation Program (STP) Funds** - STP is a federal-aid highway flexible funding program that funds a broad range of surface transportation capital needs including roads, transit, airport access, vanpool, and bicycle and pedestrian facilities, as well as planning studies and data collection. These funds require a 5.7% match.
- (5) **Highway Safety Improvement Program (HSIP) Funds** - HSIP is a federal funding source dedicated to systematic improvement of safety conditions on state and local roads. HSIP funds may be used for planning purposes provided such activities are identified in the Unified Planning Work Program and transportation improvement program. A match of up to 5.7% may be required on some projects.
- (6) **Carry-forward** – Carry forward funds may occur when an MPO does not expend all authorized funds in the current fiscal year. Carry-forward funds are combined with the annual allocation for the new fiscal year to determine the available fund balance for the upcoming year. All carry-forward funds must be identified in the Work Program.
- (7) **In-Kind Contribution** – In-kind contributions may be accepted as the match for federal funds. The Sun Corridor MPO will use in-kind contribution from members and volunteers for match when utilizing STP, HSIP, SPR, PL or 5303/5304/5305 funds.
- (8) **Matching Funds** - In order to secure federal funds, the state and/or local government must place matching funds on a project. The state and local funds must be shown in the Unified Planning Work Program. A detail table of the state/local funds should be included in the budget section of the Unified Planning Work Program. The required percentages of matching amounts may vary according to the Federal fund type. The MPO may receive funds provided by the member agencies to leverage federal planning (PL) funds to pay for MPO staff salaries, benefits, and operating expenses.

BUDGET SUMMARY TABLES

BUDGET

<i>Budget Worksheet:</i>	<i>Table 1</i>	<i>Table 2:</i>
<ul style="list-style-type: none"> • <i>2017 Revenues</i> • <i>Operating Expenditures</i> • <i>Planning Projects</i> • <i>Local Match Contribution</i> 	<p><i>Match Contribution by Community</i></p>	<p><i>Work element costs:</i></p> <ul style="list-style-type: none"> • <i>Personnel</i> • <i>Operating</i>

MATCH CONTRIBUTION AMOUNTS BY MEMBERS:

Table 1

Local Match (To be met with Cash or In-kind Services)							
Member	Budget Amount	PL	SPR	5303/5305	STP	HSIP	5304
Eloy	\$19,708	\$1,082	\$9,928	\$4,797	\$855	\$3,046	\$0
Coolidge	\$14,079	\$773	\$7,092	\$3,427	\$611	\$2,176	\$0
Pinal County (Rural Areas)	\$49,555	\$2,720	\$24,963	\$12,063	\$2,149	\$7,660	\$0
Casa Grande	\$97,652	\$3,154	\$29,068	\$14,044	\$2,490	\$8,896	\$40,000
SUBTOTAL	\$180,994	\$7,729	\$71,051	\$34,331	\$6,105	\$21,778	\$40,000

2017 Sun Corridor MPO UPWP

SCMPO BUDGET WORKSHEET											
Fiscal Year 2017 Budget											
Fund Types (SPR, PL, 5303, 5305, Planning Other)											
Anticipated Revenues											
	Fund Source	Budget Amount	PL	SPR	5303/5305	STP	HSIP	5304	Local Match Requirement		
Revenues	FY16 Federal Carry Forward (Estimated)	\$580,000	\$15,000	\$165,000	\$90,000	\$0	\$150,000	\$160,000			
	799-36-100-100-4301 FY17 Federal Amount	\$589,584	\$112,844	\$118,666	\$47,074	\$101,000	\$210,000	\$0			
	Required Match Percentage		5.7%	20.0%	20.0%	5.7%	5.7%	20.0%	Match to be met with cash and/or in-kind		
	Local Match	\$180,779	\$7,728	\$70,917	\$34,269	\$6,105	\$21,760	\$40,000			
	TOTAL	\$1,350,363	\$135,572	\$354,583	\$171,343	\$107,105	\$381,760	\$200,000	Match to be met with cash and/or in-kind		
Anticipated Expenditures											
NEW GL#	Category	Budget Amount	PL	SPR	5303/5305	STP	HSIP	5304	Explanation		
Personnel Services											
799-36-100-100-5101-10000	Salaries - Regular	\$152,100	\$76,050	\$45,630	\$30,420	\$0	\$0	\$0	Director; Trans Planner		
799-36-100-100-7199-10000	Salaries - PT /and/or Temporary	\$17,510	\$6,535	\$10,975	\$0	\$0	\$0	\$0	Admin Assistance (Temp Service)		
799-36-100-100-5111-10000	Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NONE		
799-36-100-100-5201-10000	FICA	\$11,600	\$5,800	\$3,480	\$2,320	\$0	\$0	\$0			
799-36-100-100-5202-10000	Retirement	\$17,600	\$8,800	\$5,280	\$3,520	\$0	\$0	\$0			
799-36-100-100-5206-10000	Health Insurance	\$13,000	\$6,500	\$3,900	\$2,600	\$0	\$0	\$0			
799-36-100-100-5221-10000	Workers Comp	\$400	\$200	\$120	\$80	\$0	\$0	\$0			
799-36-100-100-5152-10000	Travel Allowance	\$4,800	\$2,400	\$1,440	\$960	\$0	\$0	\$0			
	SUBTOTAL	\$217,010	\$106,285	\$70,825	\$39,900	\$0	\$0	\$0			
Other Services - Capital Purchase											
799-36-100-100-7204-10000	Conferences	\$20,013	\$6,358	\$13,655	\$0	\$0	\$0	\$0	Conferences, trainings, etc.		
799-36-100-100-7204-10000	Travel and Meeting Expenses	\$30,000	\$5,000	\$25,000	\$0	\$0	\$0	\$0	Travel - Hotel - per diem - mileage overage		
799-36-100-100-7203-10000	Trainings / Tuition	\$15,000	\$5,000	\$10,000	\$0	\$0	\$0	\$0			
799-36-100-100-7104-10000	Legal	\$4,000	\$0	\$4,000	\$0	\$0	\$0	\$0	Legal services & required newspapers ads		
799-36-100-100-7199-10000	Contractual Services	\$99,003	\$0	\$99,003	\$0	\$0	\$0	\$0	Web site maintenance, translation services, technical support, excludes legal		
799-36-100-100-7125-10000	Building Rent	\$9,400	\$5,200	\$2,600	\$1,600	\$0	\$0	\$0			
799-36-100-100-7201-10000	Dues and Memberships	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$0	AzTA, NADO, NARC, Pinal Partnership, etc.		
799-36-100-100-7904-10000	Insurance	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	Car Insurance and Various liability insurance for SCMPO		
799-36-100-100-6201-10000	Office Supplies	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	Start up costs, etc.		
799-36-100-100-6214-10000	Office Furnishings	\$2,000	\$0	\$2,000	\$0	\$0	\$0	\$0	New furniture for the MPO		
799-36-100-100-7306-10000	Telephone & Data	\$5,000	\$0	\$4,000	\$1,000	\$0	\$0	\$0	Tablets, Cell Phone, Cox, etc..		
799-36-100-100-7123-10000	Printing - etc.	\$2,000	\$0	\$2,000	\$0	\$0	\$0	\$0	Start up costs for printing, logo design, etc.		
799-36-100-100-6202-10000	Postage	\$500	\$0	\$500	\$0	\$0	\$0	\$0			
799-36-100-100-7109-10000	Transit and Planning	\$68,001	\$0	\$4,049	\$63,952	\$0	\$0	\$0	Staff costs for transit planning and LRTP activities. Possible contract to CAG for MM		
799-36-100-100-7199-10000	Miscellaneous	\$1,560	\$0	\$1,000	\$560	\$0	\$0	\$0			
799-36-100-100-6301-10000	Fuel	\$1,500	\$0	\$1,500	\$0	\$0	\$0	\$0			
799-36-100-100-7901-10000	Auto Repair & Maintenance	\$400	\$0	\$400	\$0	\$0	\$0	\$0			
	SUBTOTAL	\$271,377	\$21,558	\$182,707	\$67,112	\$0	\$0	\$0			
Planning Studies											
799-36-100-100-7109-10000	5303 Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
799-36-100-100-7109-15061	HSIP - 2014 Safety Plan	\$149,982	\$0	\$0	\$0	\$0	\$149,982	\$0			
799-36-100-100-7109-xxxx	HSIP - Pinal County Safety Plan	\$210,000	\$0	\$0	\$0	\$0	\$210,000	\$0			
799-36-100-100-7109-15062	Transit Plan	\$160,000	\$0	\$0	\$0	\$0	\$0	\$160,000	City of Casa Grande Transit Feasibility Study		
799-36-100-100-7109-15063	Regional Transportation Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Regional Transportation Plan from 2014 STP Funds		
799-36-100-100-7109-160**	Traffic Counts	\$101,000	\$0	\$0	\$0	\$101,000	\$0	\$0	Traffic Counts carried over from 2015 \$ 2016		
799-36-100-100-7109-10000	Regional Transportation Plan	\$60,000	\$0	\$30,000	\$30,000	\$0	\$0	\$0	Regional Transportation Plan Update 2020 - Funding will Carry Forward until 2019		
	SUBTOTAL	\$680,982	\$0	\$30,000	\$30,000	\$101,000	\$359,982	\$160,000			
Local Match (To be met with Cash or In-kind services)											
	Member	Budget Amount	PL	SPR	5303/5305	STP	HSIP	5304	Population	% of Pop	Total Match for each member
	Eloy	\$19,708	\$1,082	\$9,928	\$4,797	\$855	\$3,046	\$0	16,631	14.0%	
	Coolidge	\$14,079	\$773	\$7,092	\$3,427	\$611	\$2,176	\$0	11,825	10.0%	
	Pinal County (Rural Areas)	\$49,555	\$2,720	\$24,963	\$12,063	\$2,149	\$7,660	\$0	41,791	35.2%	
	Casa Grande	\$97,652	\$3,154	\$29,068	\$14,044	\$2,490	\$8,896	\$40,000	48,571	40.9%	
	SUBTOTAL	\$180,994	\$7,729	\$71,051	\$34,331	\$6,105	\$21,778	\$40,000	118,818	100.1%	

Table 2: Operating Cost by Work Element

TABLE 1: Estimated Funding (revenue) for State Fiscal Year 2017 (OA amounts)

REVENUE SOURCE	FY16 CARRY FORWARD*		FY17 OA	IN-KIND	BUDGET
	Federal	Match			
PL	\$15,000	\$907	\$112,844	\$6,821	\$135,572
SPR	\$165,000	\$41,250	\$118,666	\$29,667	\$354,583
FTA 5303	\$90,000	\$22,500	\$47,074	\$11,769	\$171,343
FTA 5304	\$160,000	\$40,000	\$0	\$0	\$200,000
STP	\$0	\$0	\$101,000	\$0	\$101,000
HSIP	\$150,000	\$9,067	\$210,000	\$12,693	\$381,760
TOTAL	\$580,000	\$113,723	\$589,584	\$60,951	\$1,344,258

TABLE 2: Operating Costs by Work Element

TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
1.0	ADMINISTRATION	\$11,691	\$2,371	\$850	\$7,791	\$20,098	\$6,972	\$0	\$0	\$0	\$0	\$0	\$0	\$49,773
2.0	DATA COLLECTION & MAINTENANCE	\$9,566	\$1,940	\$696	\$6,374	\$16,444	\$5,705	\$0	\$0	\$0	\$0	\$0	\$0	\$40,725
2.1	HPMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$101,000	\$4,533	\$0	\$105,533
3.0	TRANSPORTATION IMPROVEMENT PROGRAM	\$8,503	\$1,725	\$618	\$5,666	\$14,617	\$5,071	\$0	\$0	\$0	\$0	\$0	\$0	\$36,200
4.0	REGIONAL TRANSPORTATION PLAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.1	Regional Transportation Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.2	Regional Transportation Plan Update 2020	\$0	\$0	\$0	\$0	\$30,000	\$7,500	\$0	\$30,000	\$7,500	\$0	\$0	\$0	\$75,000
5.0	PUBLIC PARTICIPATION PLAN	\$5,314	\$1,078	\$386	\$3,541	\$9,135	\$3,169	\$0	\$0	\$0	\$0	\$0	\$0	\$22,623
6.0	PUBLIC TRANSPORTATION PLANNING	\$10,629	\$2,156	\$773	\$7,083	\$18,271	\$6,339	\$0	\$0	\$0	\$0	\$0	\$0	\$45,251
6.1	PUBLIC TRANSPORTATION PLANNING (5303)	\$0	\$0	\$0	\$0	\$0	\$0	\$39,900	\$67,112	\$26,831	\$0	\$0	\$0	\$133,843
6.2	Transit Implementation Study	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$41,572	\$0	\$201,572
7.0	SPECIAL PROJECT PLANNING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8.0	REGIONAL PLANNING	\$47,828	\$9,701	\$3,478	\$31,871	\$82,218	\$28,522	\$0	\$0	\$0	\$0	\$0	\$0	\$203,618
8.1	HSIP - 2014 Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$149,982	\$21,796	\$0	\$171,778
8.2	HSIP - Pinal County Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000	\$12,693	\$0	\$222,693
9.0	ENVIRONMENTAL OVERVIEW	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,902	\$0	\$0	\$0	\$0	\$0	\$0	\$13,576
10.0	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11.0	Planning Emphasis Areas	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11.1	MAP 21 Implementation	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,902	\$0	\$0	\$0	\$0	\$0	\$0	\$13,576
11.2	Models of Regional Planning Cooperative	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,986	\$0	\$0	\$0	\$0	\$0	\$0	\$13,660
11.3	Ladders of Opportunity	\$3,189	\$647	\$227	\$2,123	\$5,480	\$1,985	\$0	\$0	\$0	\$0	\$0	\$0	\$13,651
	TOTAL	\$106,287	\$21,559	\$7,724	\$70,824	\$212,706	\$71,053	\$39,900	\$97,112	\$34,331	\$620,982	\$80,594	\$0	\$1,363,072

IV. SUN CORRIDOR WORK ELEMENTS

1. Administration: Task 1

Administer the MPO and its work program in a manner that:

- Maintains the region’s eligibility to receive federal transportation capital and operating assistance; and
- Provides a continuous, cooperative, and comprehensive transportation planning process throughout the Sun Corridor Metropolitan Planning Organization region.

Activities and Outcomes:

Project/Task	Objective	Outcome
Executive Board Meetings	Hold six (6) meetings a year. Provide to the Executive Board, at a minimum, by-monthly reports outlining activities performed.	Inform and educate the Executive Board members in order for them to determine the direction of the MPO, and make policy decisions.
Strategic Planning Efforts	Develop a strategic plan for the MPO. (This may be consultant driven.)	Provide workshops with the board and managers to develop a plan for direction.
Monthly Invoicing and Progress Report	Provide to ADOT monthly invoices for all funding sources, and clearly detailed progress report.	Progress report shows tasks and work elements accomplished for each month.
Consultation with Rural Elected Officials	Work with ADOT to schedule a consultation meeting.	Host a consultation with elected officials annually
Monthly Consultant Invoicing and Reporting	The Safety Plan and Transit Study are under development. Ensure consultants are paid promptly and DBE is reported monthly.	Process all invoices in a timely manner, ensuring compliance with DBE and consultant payment.
Develop the 2017 Unified Planning Work Plan and Budget	TAC and EB approval by April - May and to ADOT by May 15.	Develop the 2017 UPWP and budget annually.

Sun Corridor Administration Budget

TASK 1: ADMINISTRATION														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
1.0	ADMINISTRATION	\$11,691	\$2,371	\$850	\$7,791	\$20,098	\$6,972	\$0	\$0	\$0	\$0	\$0	\$0	\$49,773

2. Data Collection: Task 2

2.0 Administration

Maintain a current up to date inventory of data to support transportation planning activities, to include; HPMS; Functional Classification of roads; Air Quality Standards; and Population data review for projects and estimates.

2.1 HPMS:

The HPMS data will be technically based on the latest available traffic count data and will meet federal and state mandates;

- FY2015 – Sun Corridor MPO set aside \$20,255 of STP funding to contract with a consultant to provide selected traffic counts throughout the region, and enter the data into the HPMS/TDMS system in FY2016. An RFP was published last year but the TAC did not select a consultant. This funding was authorized in FY15.
- FY2016 – The Sun Corridor MPO set aside an additional \$29,745 of STP funding to do traffic counts in 2016. The total amount available to do traffic counts in 2016 is \$50,000 in STP funding. A new RFP was advertised in May 2016 for approximately \$50,000 (Utilizing both FY15 and FY16 STP funding, with counts taking place in October 2016. This funding was authorized in FY16.
- FY2017 - Sun Corridor set aside \$51,000 of STP funds in the 2017 TIP in order to contract with a consultant to provide selected traffic counts throughout the region, and enter the data into the HPMS/TDMS system.

Activities and Outcomes:

Project/Task	Objective	Outcome
HPMS Date Entry	Due March: Staff will work with members to ensure all counts are uploaded into the ADOT system.	100% Data Entry into HPMS/TDMS System
HPMS Annual Report	Staff will develop an HPMS report to be provided to the members, and posted on the Sun Corridor web site.	Listing of FC roads for each member agency, and corresponding updated FC map to be posted on the web site.
TDMS/HPMS Training	December-February: Staff will schedule TDMS/HPMS training with ADOT for member’s agencies.	Complete training prior to the HPMS portal opening ensuring members are ready to input into the system.
TDMS	Staff will set up training for the TDMS system.	Members will utilize the TDMS system for HPMS

		upload as well as for transportation planning activities.
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2.2 Functional Classifications:

Only functionally classified roads (major collectors and above) can be awarded federal aid funding. Ensure all roadways in the MPO region are functionally classified correctly, and are compliant. Staff will ensure the following activities are performed:

Activities and Outcomes:

Project/Task	Objective	Outcome
Maintain a current inventory of the MPO’s functional classified roads	Raw data will be provided through ADOT’s TDMS/HPMS report in January.	Develop a report and provide to each member for review.
Traffic Counts	Staff will procure and work with a consultant to ensure selected traffic counts are completed for entry into the HPMS system.	Traffic count scheduling throughout the region to ensure FC roadways are counted every three years.
Ensure all roads are classified correctly	Meet with each community, and assess if there needs to be an updated application process for any roadways – March – June.	Roads identified in the RTP will be updated. Staff will develop a plan to update all identified roads for proper FC on an annual basis.
Ensure new maps are updated and provided through ADOT	Reviewed and updated annually	Work with ADOT to develop new updated FC maps of the region annually.

2.3 Air Quality Standards:

The Sun Corridor MPO is located in PM 2.5 and PM 10 non-attainment area, thereby triggering air quality conformity for the region. All activities will help the MPO region to be in compliance with air quality mandates for Pinal County.

As required by the Federal transportation conformity rule (§93.105), the conformity process includes a significant level of cooperative interaction among federal, state, and local agencies. For this air quality conformity analysis, interagency consultation was conducted as required by the Arizona State Implementation Plan (SIP). SIP.

Maricopa Association of Governments (MAG) provided services to develop the air-quality conformity analysis that is needed for the non-attainment areas of Pinal County

and the Sun Corridor MPO region. This conformity analysis was approved by the SCMPO TAC and Executive Board, and FHWA and FTA issued a conformity finding in February 2014.

Activities and Outcomes:

Project	Objective	Outcome
Develop and maintain an MOU with MAG to ensure Clean Air Act requirements	MAG and the Sun Corridor MPO are developing a MOU. Anticipated date for the final MOU will be June 2016.	MAG and the Sun Corridor MPO will have a defined set of services that will be provided by MAG to provide modeling for our regionally significant projects within the MPO planning boundaries.
Interagency Consultation	Sun Corridor MPO has developed a consultation policy, and provides the consultation team with information when a project is changed or new to the Sun Corridor MPO TIP.	Ensuring all interested parties are informed of projects that may affect the air quality conformity analysis.
Coordination Meetings	Sun Corridor MPO and MAG meet quarterly or more often to coordinate AQ activities	To ensure that Clean Air Act requirements are met within the Sun Corridor MPO region.

Sun Corridor Data Collection Budget

TASK 2: DATA COLLECTION BUDGET													
TASK	WORK ELEMENT	EXPENSES											TOTAL COST
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime		
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match	
2.0	DATA COLLECTION & MAINTENANCE	\$9,566	\$1,940	\$696	\$6,374	\$16,444	\$5,705	\$0	\$0	\$0	\$0	\$0	\$40,725
2.1	HPMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$101,000	\$4,533	\$105,533

3. Transportation Improvement Program (TIP): Task 3

The TIP is a list of programmed design and construction projects that are fiscally constrained, and reflect the region’s transportation needs:

- The TIP will show programmed design and construction projects out ten (10) years; and will show;
- All Transit related projects that received federal aid funds (5303, 5305, 5310, 5307, 5311);
- All local, private and other than federal aid funded projects;
- All projects that require air quality mediation measures;

- Will identify funding sources for each project;
- Will provide for public comment;
- Will support the Regional and State Transportation Plan;
- Will coordinate with local capital programs;
- Will list all ADOT projects within the Region;
- Will list all dust mitigation 'air quality' listed projects;
- Will enter all projects into the e-STIP system.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
Sun Corridor MPO Transportation Improvement Project (TIP)	Continue to update the TIP in accordance with the RTP.	Continue to have a compliant and cost constrained TIP, ensuring the Sun Corridor MPO projects move forward.
Project Management	Continue to work closely with each member agency that has projects on the current Sun Corridor TIP, to ensure all projects are on track for obligation.	Projects make the timeline set out for completion; i.e., design and construction or planning projects.
2018 TIP	Develop the 2018 Sun Corridor Transportation Improvement Plan, which can be incorporated into the ADOT State Transportation Improvement Plan (STIP).	The 2018 TIP will be compliant and cost constrained, and allow projects to move forward to completion.
Sun Corridor MPO internal funding ledger	Develop and maintain a constrained Sun Corridor MPO funding ledger (SPR, PL, 5303/5305, HSIP and STP) outlining all active projects.	This will allow the TAC and EB (as well as ADOT and Staff) follow our projects, ensuring we maintain a positive compliant balance in all areas of funding.
Coordination	Continue working with MAG to ensure projects comply with Air Quality Conformity	Obtain a federally compliant TIP

Sun Corridor TIP Budget

TASK 3: TRANSPORTATION IMPROVEMENT PROGRAM (TIP)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
3.0	TRANSPORTATION IMPROVEMENT PROGRAM	\$8,503	\$1,725	\$618	\$5,666	\$14,617	\$5,071	\$0	\$0	\$0	\$0	\$0	\$0	\$36,200

4. Regional Transportation Plan (RTP): Task 4

(Title 23 CFR 450 subpart C)

4.0 RTP Administration

The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and Adopted by the Executive Board on March 15, 2016.

Staff will continue to develop, administer, maintain and update the regional transportation plan for the region's transportation needs, ensuring it is:

- Technically based on the latest available data on land use, population, demographics, and travel patterns;
- Philosophically based on regional goals and values;
- Financially based on predictable, reliable funding sources;
- Include a transit implementation study for the region;
- Cover a 20 year period with updates every four years;
- Cover long range and short range strategies;
- Include a fiscally constrained plan; or sections thereof;
- Include all projects that will impact air quality (5 year list of projects identified in the air quality conformity plan);
- Adhere to performance measures set out by FHWA, FTA and ADOT;
- Follow the National Planning Emphases Areas (PEA's).

4.2 Regional Transportation Plan

The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and Adopted by the Executive Board on March 15, 2016. In FY2017 we will move forward in implementing the goals, objectives and performance measures outlined in the RTP.

4.3 Set Aside for 2020 RTP Update

The Sun Corridor MPO anticipates approximately \$100,000 to update the RTP in 2020. Each year there will be a set-aside of \$15,000 of SPR funds, and \$15,000 of FTA 5303/5305 funds to cover the cost.

- FY2016 – Sun Corridor MPO set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update. These funds were carried forward in the 2017 UPWP.
- FY2017 - Sun Corridor MPO will set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update.

Activities and Outcomes:

Project/Task	Objective	Outcome
RTP	The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and Adopted by the Executive Board on March 15, 2016.	In FY2017 we will move forward in implementing the goals, objectives and performance measures outlined in the RTP.
MAP-21 Requirements	Ensure MAP-21 requirements are included in the RTP.	The RTP will be help move the MPO into a compliant planning process.
FAST Requirements	Ensure FAST ACT requirements are included in the RTP.	
Coordinate with MAG, PAG and CAG	Meet with each COG/TMA regarding our RTP.	Ensuring all projects identified in the RTP are coordinated (to include air quality projects) with CAG and the TMA's.
2020 RTP Update	Set aside SPR and 5303/5305 funding for the update	Have enough funds to do the required 2020 RTP update in 2019-2020.

Sun Corridor RTP Budget

TASK 4: REGIONAL TRANSPORTATION PLAN														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
4.0	REGIONAL TRANSPORTATION PLAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.1	Regional Transportation Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.2	Regional Transportation Plan Update 2020	\$0	\$0	\$0	\$0	\$30,000	\$7,500	\$0	\$30,000	\$7,500	\$0	\$0	\$0	\$75,000

5.0 Public Participation Plan (PPP): Task 5

Purpose

To ensure the civil rights of all parties are protected through an opportunity to review and comment on the planning activities of Sun Corridor MPO. The Public Involvement (aka Participation) Plan includes provisions to ensure the involvement of the public in the transportation planning process for the;

Activities and Outcomes:

Project	Objective	Outcome
Advertisements; Meeting	Web site posting of all	Ensuring that the public is

Project	Objective	Outcome
schedules; Public Meetings, etc.	activities that require PPP. Local newspaper postings and other means of informing the public.	informed of all information regarding the MPO planning activities.
TIP and Air Quality Projects	Post all amendments to the TIP and Air Quality projects on the web site.	Provide public with the most current update on the TIP listing of projects.
Sun Corridor MPO Agendas	Post and email meeting agendas for the TAC and Executive Board 48 hours prior to the scheduled meeting date.	Providing the public ample time to schedule the TAC and EB meetings.
Title VI Plan	Provide the updated Title VI plan to ADOT for review and comments annually, by August 1 st . Post on the web site and advertise for 30-45 days for public comment.	Reach all demographics so they can comment on the Title VI plan. Incorporate those comments into the plan prior to TAC and EB approval.
Public Participation Plan	Provide the annual update to ADOT for review by August 1 st . Post and advertise for 30-45 days for public comment.	Reach all demographics so they can comment on the PPP plan. Incorporate those comments into the plan prior to TAC and EB approval.
Transit Coordination Plan	Provide a general overview of transit activities within the MPO. Provide that supplement plan to CAG for inclusion into their Coordination Plan.	The supplement plan will provide CAG with MPO demographics area, as well as a listing of all 5300 programs.
Host Consultation with Rural Officials for the Sun Corridor area	Work with ADOT to schedule an annual or every three years, a consultation with elected officials.	Providing a dialog between our rural elected officials and ADOT on projects and planning activities within the MPO.
Air Quality Consultation	To inform the Consultation Team of all air-quality projects, and request their comments.	Ensuring all projects are compliant in the MPO TIP.

Sun Corridor PPP Budget

TASK 5: PUBLIC PARTICIPATION PLAN (PPP)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
5.0	PUBLIC PARTICIPATION PLAN	\$5,314	\$1,078	\$386	\$3,541	\$9,135	\$3,169	\$0	\$0	\$0	\$0	\$0	\$0	\$22,623

6. Public Transportation Planning (Transit): Task 6

Administration

The Sun Corridor MPO will provide program and project support for public transit, and human service transportation programs; as well as all other modes of transportation by:

Enhancing a higher quality of life for area residents by:

- Support economic vitality and growth through public/private transportation;
- Increase the safety of the transportation system;
- Increase accessibility and mobility;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote local planned growth;
- Enhance the integration and connectivity of the transportation system;
- Emphasize the preservation of the exiting transportation system;
- Promote multi-modal activities within the region.

Activities and Outcomes:

Project	Objective	Outcome
Central Arizona Governments (CAG) partnership	Entered into a JPA with CAG to provide Mobility Management within the MPO region.	Better coordination of the 5300 programs throughout Pinal County.
ADOT, Sun Corridor MPO and CAG coordination	Coordinate in matters pertaining to FTA Section 5303/5305, 5311 and 5310 programs in the region.	Ensuring better coordination with all programs with regards to policy, processes and requirements.
Information and publications to transit programs.	Announcing and publishing FTA 5300 program related application workshops, information, and reporting requirements.	Work with CAG to ensure all 5300 programs within the MPO are informed of changes or new information in a timely manner.
Compliance	Work with agencies, through CAG's mobility manager, within the MPO boundaries to ensure their programs are compliant, and provide technical assistance for application process, and site visits.	Providing technical support to each program through the CAG mobility manager. Helping programs to become FTA/ADOT compliant.
Transit Feasibility Study for the City of Casa Grande	The Transit Feasibility Study is expected to go out for advertisement in June/July 2016, with a start date of October 1, 2016.	A Transit Feasibility Study for the City of Casa Grande within the MPO area will provide guidance on how best to accomplish public transportation for the region.
CAG MM Management Coordination Plan	CAG was awarded the 5304 grant in FY2016 to do a MM Management Coordination Plan for both Gila and Pinal counties	A MM Coordination Plan will help identify specific needs for coordination with neighboring programs, gaps in service and alternative modes of transportation.

6.1 5303/5305 Transit Planning Activities

Sun Corridor MPO receives funding each year to provide transit planning within the region. Each year we will be utilizing 5303/5305 funding for a portion of the Regional Transportation Plan update, as well as other eligible activities listed below:

Activities and Outcomes:

Project	Objective	Outcome
44.10 State Planning	Provide support to ADOT/FTA on transit planning activities.	Ensure the MPO and rural regions are represented statewide through participation in state planning
44.21 Administration	Administration of transit planning activities.	Ensure transit activities within the region are maintained and compliant
44.22 General Development	Overall development of transit activities and programs within the region	Identify specific needs within the MPO and address those needs
44.23 RTP	Transit activities within the region will be identified in the RTP.	Identifying the programs within the MPO and ensuring compliance
44.24 Short Range Plans	This would encompass our 5311 five year planning project.	Provide input to the Coolidge transit system five year planning process, thus ensuring the regions needs are represented.
44.25 TIP	The transit awards will need to be identified on the TIP.	Ensuring the 5300 programs that have been awarded FTA funds receive those funds through the TIP.
44.26 PEA	This is a new work element (task), and the MPO will identify areas where we can utilize the Planning Emphasis Areas in Transit Planning.	Compliant with MAP-21, as well as ensuring we provide opportunities in transit activities for the region.
44.27 Other		
44.31 Statewide and Metro Planning	Attend and support any state planning activity that would benefit the transit program within the region.	Ensuring the MPO's regional perspective is represented at the State level.
44.32 FHWA Planning Only		
44.33 FTA Planning Only		

6.2 Transit Feasibility Study

The Sun Corridor MPO has been awarded \$160,000 of FTA 5304 funds to develop a Transit Feasibility Study for the City of Casa Grande. The \$40,000 in match is anticipated to be part in-kind and part cash paid for by the City of Casa Grande. This study will assist the City of Casa Grande in identifying the use of 5307 transit funding for an intra-city transit system. We may utilize 5303/5305 funds as well. The RFP is estimated to be advertised in the summer of 2016, with a start date October 1, 2016.

Sun Corridor Transit Planning Budget

TASK 6: COORDINATED PUBLIC TRANSPORTATION (TRANSIT)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
6.0	PUBLIC TRANSPORTATION PLANNING	\$10,629	\$2,156	\$773	\$7,083	\$18,271	\$6,339	\$0	\$0	\$0	\$0	\$0	\$0	\$45,251
6.1	PUBLIC TRANSPORTATION PLANNING (5303)	\$0	\$0	\$0	\$0	\$0	\$0	\$39,900	\$67,112	\$26,831	\$0	\$0	\$0	\$133,843
6.2	Transit Implementation Study	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$41,572	\$201,572

7. Special Project Planning: Task 7

Special projects are activities that may or may not be specifically assigned to any other tasks. Listed below are the board memberships, or regular activities staff attends:

Activities and Outcomes:

Project/Task	Objective	Outcome
Joint Planning Advisory Council (JPAC)	MAG, PAG, CAG and the Sun Corridor MPO, along with others are members are part of the JPAC membership. Meet a few times a year.	To coordinate respective planning activities and cooperatively work together to foster a successful and economically viable Sun Corridor.
Pinal County I-11 Coalition	Transportation Planner will be a member and attend the Pinal County future I-11 Coalition.	Providing valuable information from the Sun Corridor and their members on the I-11 project.
I-11 ADOT Plan – Tier I EIS	Transportation Planner will attend the future ADOT I-11.	Providing valuable information from the MPO members to ADOT.
Statewide Freight Plan	Director is a member of the committee, and will attend meetings.	Attend meetings and provide feedback to ADOT regarding the MPO region.
MAG Freight Framework Study	Transportation Planner will participate in the MAG study	Attend meetings and provide feedback from the MPO region.
Passenger Rail Study	Staff will participate in meetings directly related to	Provide feedback from the MPO members.

Project/Task	Objective	Outcome
	the passenger rail study.	
Pinal Partnership	Staff will attend as many Pinal Partnership meetings as possible.	Providing networking opportunities to let people know what the MPO is accomplishing.
Transportation Trade Corridor Alliance (TTCA)	Director is a board member and will represent the MPO.	Providing valuable information to the alliance regarding trade and transportation needs within the MPO region.
Arizona Transit Association (AzTA)	Director is a board member and will represent the MPO and its members.	Providing information to the board with regards to rural transit needs.
Other studies; PARA's, TI's, Corridor studies, etc.	Staff will attend other studies within the MPO region, or projects that affect the region.	Providing information on the regional needs pertaining to the specific study.
Planning to Programming (P2P)	Staff will attend the ADOT P2P workshops.	Keep up to date on all ADOT projects within the SCMPO region.
Pinal Regional Transportation Authority (RTA)	Staff will participate and work closely with CAG and Pinal County on the development of the RTA. The RTP and List of projects is scheduled to go to the voters in November 2017.	Providing information on the regional needs pertaining to the RTA – RTP and AQ requirements
State's Long Range Transportation Plan	Staff will participate in meetings directly related to the State's Long Range Plan update.	Provide feedback from the MPO members.
MAP-21/FAST Management Committee	Staff will participate in the Management Committee meetings to develop measurements and targets established from MAP-21/FAST Act	Provide input in the development of ADOT's measurements and targets so that the MPO may implement into RTP.

** There is no budget assigned to this task. Because the above listings are subject to different funding activities, staff will assign the activities to the appropriate funding source for invoicing.*

Sun Corridor Special Project Budget

TASK 7: SPECIAL PROJECT PLANNING													
TASK	WORK ELEMENT	EXPENSES										TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime		
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal		Match
7.0	SPECIAL PROJECT PLANNING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Costs for the above committee or board meetings are captured elsewhere in the budget.

8. Regional Planning: Task 8

Planning Activities

The regional planning task provides for the majority of our planning activities. Staff ensures that the planning function of the MPO is administered, and provides reports, meetings, consultation activities, project management, support to other COG/MPO's, and other data and information to our members and the public. Most of Task #7 is accounted for under Task #8.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
HSIP Projects and Funding	Provide improvements and updates to road and safety related projects. Sun Corridor MPO receives HSIP funding for allocation to regional projects.	Ensure the Safety Plan and HSIP projects are based on the top five emphasis areas identified in the AZ 2014 Strategic Highway Safety Plan. Sun Corridor will ensure annual allocations of HSIP funds are programmed on the TIP, and work with the TAC to develop and implement new projects and goals for the MPO.
STP Projects and Funding	Sun Corridor MPO receives STP funding for allocation to regional projects.	Sun Corridor will continue to manage the current STP projects; ensuring future STP funds are programmed ten (10) or more years.
Pinal Regional Transportation Authority (RTA)	Staff will participate and work closely with CAG and Pinal County on the development of the RTA	Providing information on the regional needs pertaining to the RTA – RTP and AQ requirements

Transportation Advisory Committee	Staff will arrange TAC meeting schedule, which will meet at least six times a year.	TAC will advise staff on projects, funding allocations and other planning activities.
Project Management	Staff will work with member entities to ensure current and future projects are moving forward.	Ensure that projects will obligate at the appropriate time. Work with other COG/MPO's on lending/borrowing funds to develop larger and more cost efficient projects.
Out of State Travel	Staff anticipates two out of state travel conferences. AMPO and possible Transit conference.	Attend necessary conferences to continue training, workshops and obtain info for the MPO.

8.1 HSIP – Safety Plan

The MPO has elected to utilize HSIP funding to do a comprehensive Strategic Safety Plan to reduce fatal and serious injury crashes within the MPO region. The consultant received Notice to Proceed on May 13, 2015. The MPO staff is administering the project. This project is scheduled to be completed in September 2016.

8.2 Pinal County Safety Plan

The MPO in partnership with CAG and MAG would fund a Pinal County Regional STSP utilizing Local HSIP funding from all three planning agencies. We estimate the cost of this study to be approximately \$200,000. The Sun Corridor MPO would be the lead agency with CAG/MAG as Technical Advisory members. The CAG and Sun Corridor MPO Safety Plans included an Implementation Plan which identified projects at specific locations that may qualify for HSIP funding or other funding categories. The MAG Strategic Safety Plan identified Safety Improvement Strategies (e.g. 3.5 – Implement systemic improvements based identifying characteristics of high risk intersections and 4.5 – Install pedestrian Hybrid Beacons (HAWKs)) , but did not identify specific project locations for the Pinal County communities/tribes of; the City of Maricopa, GRIC, Ak Chin, Town of Florence, San Tan and Apache Junction. We will strive to ensure that the consultant does not duplicate efforts that have already been completed in the MAG, CAG and SCMPO Safety Plans.

Sun Corridor Regional Planning Budget

TASK 8: REGIONAL PLANNING														
TASK	WORK ELEMENT	EXPENSES												TOTAL COST
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
8.0	REGIONAL PLANNING	\$47,828	\$9,701	\$3,478	\$31,871	\$82,218	\$28,522	\$0	\$0	\$0	\$0	\$0	\$0	\$203,618
8.1	HSIP - 2014 Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$149,982	\$21,796	\$171,778
8.2	HSIP - Pinal County Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000	\$12,693	\$222,693

9. Environmental Overview Task 9

It is Sun Corridor’s goal to comply with guidelines set forth by the Partnership for Sustainable Communities created between the EPA, the U.S. Department of Housing and Urban Development (HUD) and the U.S. Department of Transportation (DOT).

Activities and Outcomes:

Project/Tasks	Objective	Outcome
RTP Goals	Reach goals set out in the RTP.	To support access to affordable housing, multi-modal transportation options, and lower transportation costs while

Project/Tasks	Objective	Outcome
		protecting the environment in communities within the Sun Corridor MPO region.
Support existing communities	Staff will support communities by attending council meetings or community events where transportation issues are discussed.	Understanding the needs of the communities will help define the project needs.
Sustainable Growth and Economic Competitiveness	Staff will work with developers, communities and others to help develop an economic development plan (within the RTP) which will identify ways to sustain growth in the region.	Clearly identifying best practices for economic growth will help direct the MPO, members and developers in a way that will benefit the region.
Transit	Staff will work with the transit feasibility study and encourage all member communities to support a regional system.	If supported, a regional transit system will provide transit services to everyone.

Sun Corridor Environmental Overview Budget

TASK 9: ENVIRONMENTAL OVERVIEW														
TASK	WORK ELEMENT	EXPENSES										TOTAL COST		
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal		Match	
9.0	ENVIRONMENTAL OVERVIEW	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,902	\$0	\$0	\$0	\$0	\$0	\$0	\$13,576

10. Capital Expenditures: Task 10

There are no capital expenditures expected for 2017.

Sun Corridor Capital Budget

TASK 10: CAPITAL EXPENDITURES														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
10.0	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

11. Planning Emphasis Areas (PEA’s): Task 11

The Planning Emphasis Areas (PEA’s) are planning areas that FHWA and FTA want to place emphasis on as the MPO’s and the State DOT’s develop their respective planning work programs. FHWA and FTA would like for the MPO’s to develop and identify work tasks associated with the PEA’s in their plans.

The result of the MPO’s final Regional Transportation Plan, Safety Plan and Transit Feasibility Study, will help identify specific projects for both our construction TIP and our economic development, and land use planning. Once these projects or areas are identified, specific planning emphasis tasks will be developed for each project.

The Sun Corridor MPO has developed a separate task (11), which outlines specific tasks or projects we feel identify some planning activities, projects or tasks associated with the three PEA’s.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
11.1 MAP 21 Implementation	Transition to performance based planning and programming.	The development and implementation of a performance management approach to transportation planning and programming will support the achievement of transportation system performance outcomes.
11.2 Models of Regional Planning Coordination	Promote cooperation and coordination across MPO boundaries and across state boundaries where appropriate to ensure a regional approach to transportation planning.	Agreements between MPO’s will identify how the planning process and products will be coordinated. Staff will work with PAG, MAG and CAG on all aspects of planning

		activities.
11.3 Ladders of Opportunity	Access to essential services as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.	Identify needs for transportation services to essential services, and gaps in service. This includes transportation infrastructure as well as public transit.

Sun Corridor PEA Budget

TASK 11 – PLANNING EMPHASIS AREAS														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303 (20% Match)			Planning/ onetime			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
11.0	Planning Emphasis Areas	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11.1	MAP 21 Implementation	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,902	\$0	\$0	\$0	\$0	\$0	\$0	\$13,576
11.2	Models of Regional Planning Cooperative	\$3,189	\$647	\$232	\$2,125	\$5,481	\$1,966	\$0	\$0	\$0	\$0	\$0	\$0	\$13,660
11.3	Ladders of Opportunity	\$3,189	\$647	\$227	\$2,123	\$5,480	\$1,985	\$0	\$0	\$0	\$0	\$0	\$0	\$13,651

V. Unified Planning Work Program and Budget Approval

In accordance with [JPA-14-0004166-T](#), the Sun Corridor MPO shall submit the Unified Planning Work Program and Budget to the Executive Board for approval. The Sun Corridor MPO may not incur any costs for work outlined in the UPWP or any subsequent amendments prior to receiving written approval from ADOT, FHWA, and FTA.

Sun Corridor Metropolitan Planning Organization



Irene Higgs, Acting Executive Director
Sun Corridor MPO

5-10-16

Date



Mayor Jon Thompson, Mayor
Sun Corridor MPO Executive Board Chair

5-10-2016

Date

Arizona Department of Transportation, Multimodal Planning Division (ADOT)

Michael Kies, Assistant Director
ADOT MPD

Date

Charla Glendening, Planning Program Manager
ADOT MPD

Date

VI. Transportation Acronyms

Acronym	Name	Description
ADOT	Arizona Department of Transportation	State Transportation Agency
ADT	Average Daily Traffic Count	Traffic counts made every three years on all streets. FHWA requirement.
AASHTO	American Association of State Highway Transportation Officials	Association
AzTA	Arizona Transit Association	Transit Association – COG’s are members through ADOT. MPO’s pay membership
AP	Apportionment	The amount of Federal funds that are allocated to each COG/MPO
BMS	Bridge Management System	ADOT’s inventory/condition of AZ’s bridges
BR	Bridge	ID when doing Bridge Projects
BQAZ	Building a Quality AZ	ADOT Study
C & S	Contracts and Specifications	ADOT Contracts division
CAG	Central Arizona Governments	COG – Covering Pinal and Gila Counties
COG	Council of Government	There are four COG’s in Arizona
CYMPO	Central Yavapai Metro Planning Org	COG – Covering Central Yavapai County
DCR	Design Concept Report	Required for all federal aid projects
EA	Environmental Assessment	Made on all federal aid projects
EIS	Environmental Impact Statement	Findings of environmental assessment
FC	Functional Classification	Classification of roads
FHWA	Federal Highway Administration	Provides funding for planning
FMPO	Flagstaff Metro Planning Org	MPO- Covering Flagstaff
FTA	Federal Transit Administration	Provides funding for Transit
HES	Hazard Elimination/Roadside Obstacle Removal	Funding for mostly state projects
HPMS	Highway Performance Monitoring System	Yearly road information system for FC roads
HRRRP	High Risk Rural Road Program (sub program funds no longer available)	Funding for any road that can be determined a high safety risk
HSIP	Highway Safety Improvement Program	Local and State Funding for safety projects
HURF	Highway User Revenue Fund	State shared revenue funding
IGA	Intergovernmental Agreement	Contract between recipients and ADOT
JPA	Joint Project Agreement	IGA and JPA are interchangeable - contract
LH MPO	Lake Havasu Metro Planning Org	MPO – Covering Lake Havasu City
LTAP	Local Technical Assistance Program	Training program for local agencies
LRTP	Long Range Transportation Plan	Required planning doc for MPO’s
LPA	Local Public Agency	ADOT’s division for local agencies
MAP-21	Moving Ahead for Progress in the 21 Century	2012-2014 Transportation Bill

Acronym	Name	Description
MPO	Metropolitan Planning Organization	Agency formed to provide transportation planning in a region or area that reaches 50K in population
MOU	Memorandum of Understanding	Agreement between two or more agencies
NACOG	Northern Arizona Council of Govs	COG - Covering Apache, Navajo, Coconino, Yavapai counties
OA	Obligation Authority	The amount of federal funds we can spend from our apportionment (a %)
PEA	Planning Emphasis Areas	Three emphasis areas to be placed on all projects and tasks
PMS	Pavement Management Systems	ADOT's system for pavement preservation
PM 10 PM 2.5	Particulate Matter of 10 or 2.5 microns or less	Environmental gage for clean air
PL	Planning Funds	Funds allocated to Rural MPO's
PS & E	Plans Specifications and Estimate	All plans go through PS&E at ADOT
RPO	Regional Planning Organization	Agency designated as the planning org
ROW	Right of Way	Right of Way Access – purchase, etc.
RTP	Regional Transportation Plan	TMA's and MPO's must have plans
SCMPO	Sun Corridor MPO	Covering Casa Grande, Coolidge, Eloy and unincorporated Pinal County
SEAGO	SouthEastern Arizona Gov Org	COG – Covering Santa Cruz, Cochise, Graham and Greenlee Counties
SHPO	State Historic Preservation Organization	All COG projects must go through SHPO to determine eligibility
SHSP	State Highway Safety Plan	ADOT's Safety Plan
SPR	State Wide Planning and Research	ADOT Planning Funds
STIP	State Transportation Improvement Program	Statewide TIP. A 5 year program of all construction projects (to include the TIP).
STP	Surface Transportation Program	Funds that go through the COG/MPO's for projects
SVMPO	Sierra Vista MPO	MPO- Covering Sierra Vista and parts of Cochise County
TAC	Transportation Advisory Committee	COG TAC meetings to determine projects
TAP	Transportation Alternative Projects	Five sub-programs moved into TAP by MAP-21; Enhancement, SRTS, By-ways, recreational-trails, historic, etc.
TAZ	Traffic Analysis Zone	ADOT does this for us
TDMS	Transportation Data Management System	Software application available to all local governments to upload traffic data
THPO	Tribal Historic Preservation Organization	All Tribal projects must go through the THPO eligibility process.
TIP	Transportation Improvement Program	Projects that are funded must be on the TIP

Acronym	Name	Description
		in order to be programmed for construction and reimbursement.
TMA	Transportation Management Area	MAG and PAG are TMA's (Large metro)
UZA	Urbanized Areas	Defined areas by ADOT/FHWA based on population census. Reviewed every 10 years.
UPWP	United Planning Work Program	MPO's Work Program
WACOG	Western Arizona Council of Govs	COG – Covering La Paz and Mohave Co.
WP	Work Program	ADOT-COG Contract and Planner duties outlined
YMPO	Yuma Metro Planning Org	MPO Covering all of YUMA County
TRANSIT ACRONYMS		
5303 5305	Transit Planning Funds	Available to MPO's
5304	FTA Rural Planning and Research funds	Available to MPO's to provide planning, trainings, etc.
5310	Elderly and Disable Transit Program	Nonprofits and Cities/Towns
5307	Small Urban Transit Program	Public Transit Systems
5311	Rural Public Transit Program	Small Rural public transit systems

If you have any questions, please contact:

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