

# FY 2021 Unified Work Program

---

JULY 1, 2020 TO JUNE 30, 2021



# FY 2021 Unified Work Program

## for July 1, 2020 to June 30, 2021

JUNE 19, 2020

THIS DOCUMENT HAS BEEN PREPARED BY THE REGION 1 PLANNING COUNCIL IN COLLABORATION WITH ITS MEMBER AGENCIES, PARTNERSHIP ORGANIZATIONS, AND LOCAL STAKEHOLDERS.

THIS REPORT WAS PREPARED IN COOPERATION WITH THE FOLLOWING:

U.S. Department of Transportation  
Federal Highway Administration  
Federal Transit Administration  
Illinois Department of Transportation

THE CONTENTS, VIEWS, POLICIES AND CONCLUSIONS EXPRESSED IN THIS REPORT ARE NOT NECESSARILY THOSE OF THE ABOVE AGENCIES.



COLLABORATIVE PLANNING FOR NORTHERN ILLINOIS

127 North Wyman Street, 1st Floor  
Rockford, Illinois 61101

815-319-4180 | [info@r1planning.org](mailto:info@r1planning.org)

For complaints, questions, or concerns about civil rights or nondiscrimination; or for special requests under the Americans with Disabilities Act, please contact: Jon Paul Diipla, Director of Metropolitan Planning Organization/Title VI Coordinator at (815) 319-4180 or [jpdiipla@r1planning.org](mailto:jpdiipla@r1planning.org).

## MPO POLICY COMMITTEE

**MAYOR GREG JURY**, *MPO Chair*  
*City of Loves Park*

**CHAIRMAN KARL JOHNSON**, *MPO Vice-Chair*  
*Boone County*

**MAYOR MIKE CHAMBERLAIN**  
*City of Belvidere*

**MAYOR TOM MCNAMARA**  
*City of Rockford*

**PRESIDENT STEVE JOHNSON**  
*Village of Machesney Park*

**CHAIRMAN FRANK HANEY**  
*Winnebago County*

**MASOOD AHMAD**  
*IDOT - District 2*

**PASTOR HERBERT JOHNSON**  
*Rockford Mass Transit District*

## MPO TECHNICAL COMMITTEE

### VOTING MEMBERS

Belvidere Planning Department  
Belvidere Public Works Department  
Boone County Highway Department  
Boone County Planning Department  
Chicago / Rockford International Airport  
Forest Preserves of Winnebago County  
Illinois Department of Transportation – District 2  
Loves Park Community Development Department  
Loves Park Public Works Department  
Machesney Park Community Development Department  
Machesney Park Public Works Department  
Rockford Public Works Department  
Rockford Community Development Department  
Rockford Mass Transit District  
Winnebago County Planning & Economic Development Department  
Winnebago County Highway Department  
Rock River Water Reclamation District  
Boone County Conservation District  
Rockford Park District  
Winnebago County Soil & Water Conservation District

### NON-VOTING MEMBERS

Illinois Environmental Protection Agency  
Illinois State Toll Highway Authority  
IDOT, Division of Public & Intermodal Transportation  
IDOT, Division of Urban Program Planning  
Ogle County Highway Department  
Boone County Council on Aging  
State Line Area Transportation Study  
Federal Highway Administration, IL Division  
Stateline Mass Transit District  
Region 1 Planning Council

*Note: Membership at Time of Development*

# CONTENTS

|   |           |
|---|-----------|
| <b>PART 1 - INTRODUCTION</b> .....  | <b>1</b>  |
| <b>PART 2 - OVERALL UWP GOALS</b> .....   | <b>5</b>  |
| <b>PART 3 - MPO &amp; PARTICIPANTS</b> .....  | <b>7</b>  |
| <b>PART 4 - TRANSPORTATION PLANNING FUNDING SOURCES</b> .....                               | <b>9</b>  |
| <b>PART 5 - PLANNING PRIORITY ACTIVITIES FOR FY2021</b> .....                               | <b>10</b> |
| Element 1: Unified Work Program (UWP) .....   | 10        |
| Element 2: Technical Assistance (TA) .....  | 11        |
| Element 3: Administration (AD) .....  | 13        |
| Element 4: Public Participation (PP) .....  | 14        |
| Element 5: Transportation and Economic Data/Forecasting (TDF) .....                         | 14        |
| Element 6: Land Use Planning, Data Collection, Title VI & EJ (LUPDC) .....                  | 15        |
| Element 7: Transportation Improvement Program (TIP) .....                                   | 17        |
| Element 8: Safety, Congestion Management, and Transportation System Planning (SCMTSP) ..... | 18        |
| Element 9: Metropolitan Transportation Plan (MTP) .....                                     | 23        |
| <b>PART 6 - SUMMARY OF FY2021 WORK ELEMENT ACTIVITIES</b> .....                             | <b>25</b> |
| <b>PART 7 - SPECIAL CONSIDERATIONS IN ADMINISTRATION &amp; PLANNING</b> .....               | <b>27</b> |
| <b>PART 8 - PUBLIC COMMENTS</b> .....   | <b>30</b> |
| <b>APPENDIX A: FUNDS &amp; BUDGET FOR FY2021</b> .....                                      | <b>32</b> |
| Chart 1 - Funding Summary .....   | 33        |
| Chart 2 - MPO Revenues & Expenditures; GATA Uniform Budget Template .....                   | 33        |
| Figure 1 - MPO Funding by Organization .....  | 34        |
| Chart 3 - MPO Budget by Work Element .....  | 35        |
| <b>APPENDIX B: MPO DOCUMENTATION</b> .....  | <b>36</b> |
| RPC MPO Resolution 2020-4: Adoption of the FY 2021 Unified Work Program .....               |           |
| RPC MPO Metropolitan Transportation Planning Process Certification .....                    |           |
| <b>APPENDIX C: ABBREVIATIONS &amp; ACRONYMS</b> .....                                       | <b>37</b> |
| <b>APPENDIX D: ORGANIZATIONAL STRUCTURE</b> .....   | <b>38</b> |
| Figure 2 - Region 1 Planning Council Governance Structure .....                             | 38        |
| Figure 3 - MPO Organizational Structure .....   | 39        |



## PART 1 – INTRODUCTION

### ABOUT THE REGION 1 PLANNING COUNCIL

By Federal law, all urbanized areas over 50,000 persons are required to have an organization that plans and coordinates the decisions regarding the area’s surface transportation system called a Metropolitan Planning Organization (MPO). The core functions of the MPO include:

- Establish fair and impartial setting for regional decision making;
- Identify and evaluate alternative transportation improvement options;
- Prepare and maintain a Metropolitan Transportation Plan (MTP) also known as the Long Range Transportation Plan (LRTP)
- Develop a Transportation Improvement Program (TIP); and
- Involve the public in all of the above mentioned functions.

Due to the size of the Rockford urbanized area, the Rockford MPO has an additional designation, known as a Transportation Management Area (TMA). A TMA is an urbanized area with a population of over 200,000 individuals, as defined by the U.S. Census Bureau. MPOs with this designation have additional roles and responsibilities to the core functions identified above, including the development of a congestion management process and project selection for the suballocation of Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) funds.

In the Rockford region, the MPO transportation planning function is housed with Region 1 Planning Council (RPC)<sup>1</sup>. The RPC is a special-purpose, regional government agency designated to coordinate intergovernmental collaboration. This regional model provides an efficient means to promoting a well-informed, comprehensive dialogue that holistically addresses regional issues by fulfilling the needs of government entities for long-range planning, securing funding, and analyzing and providing data in support of regional projects and initiatives. Essential to fulfilling its purpose as a planning commission, RPC is a designated metropolitan planning organization (MPO), economic development district

---

<sup>1</sup> Prior to the formation of Region 1 Planning Council in 2018, the MPO for the Rockford MPA was called the Rockford Metropolitan Agency for Planning (RMAP). In some instances, within this document, RMAP may be used when referring to the MPO.

(EDD), geographic information system (GIS), and land bank authority (LBA).

The MPO is empowered and governed by an interagency agreement known as the MPO Cooperative Agreement that was developed and mutually adopted by the Cities of Rockford, Loves Park, and Belvidere; the Counties of Winnebago and Boone; the Village of Machesney Park; Rockford Mass Transit District; and the State of Illinois acting through the Illinois Department of Transportation (IDOT).

The activities of the MPO are directed by a Policy Committee that consists of the top elected officials from the above entities plus the Deputy Director from IDOT Region 2 and the Chairman of the Rockford Mass Transit District Board. Transportation planning is carried out through a continuing, comprehensive, and cooperative (3-C) planning process. The Policy Committee receives technical recommendations and assistance from a 20-member Technical Committee comprised of planners and/or engineers from the above entities plus various other local partners, such as the Greater Rockford Airport Authority and the Rock River Water Reclamation District.

## MPO POLICY COMMITTEE

Boone County  
City of Belvidere  
Illinois Department of Transportation - District 2  
City of Loves Park  
Village of Machesney Park  
Rockford Mass Transit District  
City of Rockford  
Winnebago County

Much of the technical work, of the RPC transportation planning function, accomplished by the MPO is done by a professional staff under the management of the Director of Metropolitan Planning Organization in close coordination with the RPC Executive Director.

The planning process and planning activities are funded by annual planning grants from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) with 20 percent matching funds from IDOT through the State Planning Fund (SPF) and through local contributions from the six local municipal agencies that comprise its Policy Committee membership.

Some of the core areas of the RPC fall outside of the MPO planning goals and primary objectives of the information that is required to be included in a long-range transportation plan, unified work program and transportation improvement program. From a professional planning perspective, the RPC includes and connects many of the issues and overall planning processes that urban and rural areas are confronted with. The FHWA/FTA planning funds that the MPO receives through the IDOT Intergovernmental Agreements are restricted to transportation planning activities / factors and those directives established under the authorized federal transportation legislation. Transportation planning funds and factors are intended for projects that are based upon the **continuing, comprehensive** transportation planning process carried out **cooperatively** by states and local communities in conformance (3-C) with federal law. In addition to these requirements, the MPO and its partner agencies have identified the significant importance of coordinated planning as it applies to the progress of the region's economic development, transportation infrastructure system, environment and land-use patterns. The MPO, as it continues its responsibilities set forth by Federal and State transportation laws and requirements, also plays a key role in the transportation planning elements of the RPC's overall regional planning initiatives.

## MPO UNIFIED WORK PROGRAM

This Unified Work Program (UWP) identifies the funds and activities to be conducted by the RPC MPO during the period from July 1, 2020 through June 30, 2021, Fiscal Year 2021. Opportunities for public comment will be afforded at MPO Committee meetings from January 2020 through May 2020. Development of the MPO FY 2022 UWP will begin in November 2020. Suggestions regarding MPO transportation planning work may be directed to the Director of Regional Planning or to the MPO Technical Committee or MPO Policy Committee at their respective monthly meetings. To contact MPO planning staff or view the MPO web site for exact meeting dates, times and locations, please visit: <http://r1planning.org>.

This report and attached tables comprise the UWP for the Rockford, Illinois Metropolitan Planning Organization, otherwise known as the RPC MPO, for FY 2021. Additional copies of this UWP may be obtained at the office of RPC, 127 N. Wyman Street, Rockford, IL, 61101 (Telephone: 815-319-4180) or from the RPC web site, <http://r1planning.org>.

Funding for the MPO comes from four funding sources, which are:

- Federal Highway Administration – PL,
- Federal Transit Administration – 5305(d),
- State of Illinois, Illinois Department of Transportation (IDOT) – State Planning Funds (SPF) and
- Local Contributions from:
  - » City of Rockford,
  - » Winnebago County,
  - » City of Loves Park,
  - » Village of Machesney Park,
  - » City of Belvidere
  - » Boone County.

Through the RPC MPO adopted Cooperative Agreement (CA) and the annual IDOT Intergovernmental Agreement (IGA), these are the funds that provide the financial operational assistance so that the MPO can perform the required transportation planning work, prepare technical documents and provide specialized assistance as required by Federal law and regulations and the IDOT/MPO IGA. By the nature of these adopted and executed agreements, Federal and State transportation planning funding sources restrict the work activities of the MPO and staff to the specific tasks that are described in this annual UWP. Any work activities done “outside” of the framework of this document and would be deemed ineligible and disqualified for use of the FHWA-PL, FTA-5305(d), IDOT-SPF and Local Contributions funding sources.

The earliest this proposed work program will be considered for adoption by the MPO Policy Committee will be at their June 19, 2020 meeting. Public comments will be accepted any time before or after adoption and most aspects of this proposed program are amendable for reasonable cause. However, the public is encouraged to provide input as early as possible.

Written comments may be addressed to the RPC staff at the above address. Oral comments will be accepted at any MPO Alternative Transportation, Technical or Policy Committee meetings or by phone to the RPC staff. Comments can also be sent electronically using the RPC online comment card at: <http://r1planning.org>. Please contact the staff by phone for exact meeting dates, times and locations. Updates regarding any scheduled MPO committee meeting are also posted to the RPC website.

First time readers of MPO Unified Work Program (UWP) and others less familiar with transportation planning terminology may wish to make note of the acronyms and abbreviations provided in Appendix C.

## **CURRENT FEDERAL TRANSPORTATION LAW**

On December 4, 2015, President Obama signed into law the Fixing America’s Surface Transportation Act, or FAST Act to provide long-term funding certainty for surface transportation. The FAST Act authorizes \$305 billion nationwide over fiscal years 2016 through 2020 for the Department’s highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs. The FAST Act provides needed funds and, more importantly, it transforms the policy and programmatic framework for investments to guide the growth and development of the country’s vital transportation infrastructure.

In the FAST Act, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public participation remains a hallmark of the transportation planning process. Requirements for a long-range transportation plan/metropolitan transportation plan (LRTP/MTP) and a short-term transportation improvement plan (TIP) continue, along with the incorporation of performance-based planning into specific programs. The long-range plan must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. The TIP must also be developed to make progress toward established performance targets and include a description of the anticipated achievements.

FAST Act requires that MPOs, as a condition for receipt of Federal surface transportation funds, carry out a continuing, cooperative and comprehensive (3-C) performance-based multimodal transportation planning process that results in plans and programs consistent with the planned development of the metropolitan area. To ensure the 3-C process is carried out,

the U.S. Department of Transportation Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have issued planning regulations that all urban areas over 200,000 persons must undergo a Certification Review. As a result of these regulations governing the development of metropolitan transportation plans and programs for urbanized areas, like the Rockford, Illinois Transportation Management Area (TMA) / MPO, the FY 2021 UWP is developed under the provisions established in MAP-21 and the FAST Act. The most recent metropolitan transportation planning final rule / regulations were published in the Federal Register on May 27, 2016 and work elements described in this FY 2021 UWP work towards integrating those requirements into the planning process / documents of the RPC MPO.

## **FHWA AND FTA JOINT CERTIFICATION REVIEW OF THE ROCKFORD, ILLINOIS TMA/MPO**

The MPO most recently went through its joint FHWA & FTA Certification Review in October 2019. The final Certification Review report was provided to the MPO in June 2020.

Recommendations to further enhance the transportation planning process, stemming from the final joint FHWA/FTA certification review, will be listed throughout this FY 2021 UWP once available.

Maintaining the four-year time period to review the MPO transportation planning process and documents, representatives from FHWA and FTA are tentatively scheduled to conduct an on-site review during the 2023 fall/winter season.

The MPO FY 2021 UWP guides the Federal, State and local transportation planning activities in the Rockford metropolitan planning area that support the overall goal of ensuring that our surface transportation system can continue to support both the local and U.S. economy and provide residents with a good quality of life. With future surface transportation legislation, this overall principal must continue programs and funds that result in ensuring that our nation's transportation and infrastructure aid in maintenance and enhancement of the linkages between transportation investment and economic opportunities while preserving environmental sensitive natural resources.



Madison Street corridor in Rockford, Illinois.

## PART 2 – OVERALL UWP GOALS

Regional transportation planning in the Metropolitan Planning Area is funded primarily with Federal funds stemming from the Fixing America’s Surface Transportation Act (FAST Act) and MAP-21. The details of this funding are discussed in subsequent sections of this report. In accordance with the FAST Act, MAP-21 and the Transportation for Tomorrow (2040): A Long-Range Transportation Plan for the Rockford Region (LRTP), the goals of this UWP are in concurrence with the overall goals of FAST Act and the LRTP, as listed below.

- Support the economic vitality of the Rockford Metropolitan Planning 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.
- Increase the accessibility and mobility options available to people and for freight.
- 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.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
- Enhance travel and tourism.

As stated in the May 27, 2016 Federal Register (Final Rule for Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning), consideration of the above planning factors shall be reflected, as appropriate, in the metropolitan transportation planning process. The degree of consideration and analysis of the factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment (including Section 4 [f] properties as defined in 23 CFR 774.17), and housing and community

development.

MPOs throughout the United States are obligated by federal law and regulations to consider a multitude of issues and work tasks to ensure that the overall transportation planning process is inclusive of numerous social, environmental and economic factors. The key elements taken into consideration during the transportation planning process provided below lists most of the subjects that MPO's are responsible for in the development of their programs, analysis, studies and providing technical assistance as related to transportation planning process.

## FHWA/FTA: MPO PLANNING REGULATIONS AND RELATED TRANSPORTATION WORK TASKS

|  |                                       |
|--|---------------------------------------|
| MPO Organization                                     | Security                              |
| MPO Boundaries                                       | System Management and Operations      |
| MPO Agreements                                       | Asset Management                      |
| Land Use   | Intelligent Transportation Systems    |
| Economic Development                                 | Performance Management                |
| Air Quality Conformity                               | Travel Demand Forecasting             |
| Environmental Mitigation                             | Freight                               |
| Project Programming                                  | Intermodal Connections / Connectively |
| Fiscal Constraint                                    | Public Transit                        |
| Congestion Management                                | Bicycle – Pedestrian Facilities       |
| Access Management                                    | Non-Transportation Infrastructure     |
| Demographics   | Regional Economics                    |
| Public Participation                                 | Healthy Communities                   |
| Interagency Consultation & Cooperation               |                                       |
| Mobility   |                                       |
| Title VI of Civil Rights Act & Environmental Justice |                                       |
| Project Readiness/Delivery                           |                                       |
| Transportation Improvement Program                   |                                       |
| Americans with Disabilities Act                      |                                       |
| Safety   |                                       |



Passenger Rail Forum held at Giovanni's Convention Center, Rockford, IL

## PART 3 – MPO PARTICIPANTS

The agencies, listed on the following page, assist the MPO in conducting transportation planning within the metropolitan planning area and this cooperative, comprehensive and continuous work is coordinated by the UWP. These agencies hereafter referred to as the MPO participants, have agreed to cooperate and work toward completing the proposed products and elements of this work program.

As a result of discussions and action by the MPO Policy Committee, the lead agency for the MPO/TMA in Rockford, Illinois is the Region 1 Planning Council. In FY 2021, the MPO will continue to coordinate the work and ensure compliance with State and Federal transportation planning requirements. RPC is also responsible for the majority of the administrative and record keeping needs of the MPO. The MPO has the responsibility of preparing and maintaining the principal documents required by Federal law: the annual Transportation Improvement Program, the Long-Range Transportation Plan (prepared every 5 years), the annual Unified Planning Work Program (UWP), Coordinated Public Transit - Human Services Transportation Plan (HSTP / Coordinated Plan), and the assessment to ensure non-discrimination (Title VI) and Environmental Justice. The MPO also maintains the Travel Demand Model (TDM) for the metropolitan planning area and surrounding region.

Appendix D displays the current organizational structure of the MPO function of the RPC and how the MPO is part of the regional framework for collaborative planning.

## MPO TECHNICAL COMMITTEE

### Voting Members

Belvidere Planning Department  
Belvidere Public Works Department  
Boone County Highway Department  
Boone County Planning Department  
Chicago / Rockford International Airport  
Forest Preserves of Winnebago County  
Illinois Department of Transportation – District 2  
Loves Park Community Development Department  
Loves Park Public Works Department  
Machesney Park Community Development Department  
Machesney Park Public Works Department  
Rockford Public Works Department  
Rockford Community Development Department  
Rockford Mass Transit District  
Winnebago County Planning & Economic Development Department  
Winnebago County Highway Department  
Rock River Water Reclamation District  
Boone County Conservation District  
Rockford Park District  
Winnebago County Soil & Water Conservation District

### Non-Voting Members

Illinois Environmental Protection Agency  
Illinois State Toll Highway Authority  
IDOT, Division of Public & Intermodal Transportation  
IDOT, Division of Urban Program Planning  
Ogle County Highway Department  
Boone County Council on Aging  
State Line Area Transportation Study  
Federal Highway Administration, IL Division  
Stateline Mass Transit District  
Region 1 Planning Council



Recreational Path at Baumann Park in Cherry Valley, Illinois.

## PART 4 – TRANSPORTATION PLANNING FUNDING SOURCES

The transportation planning process coordinated through the MPO is typically funded through several subsidies and programs:

- **FHWA-PL:** Funds provided through the Federal Highway Administration (FHWA), annually sub-allocated to the RPC MPO by the Illinois Department of Transportation (IDOT); used primarily for highway planning, but can be used for other related multi-modal transportation planning work. (20% match required).
- **FTA 5305(d):** Funds provided through the Federal Transit Administration (FTA); annually sub-allocated to RPC MPO and other MPOs throughout the State by IDOT; aimed primarily at planning needs related to public transit and paratransit. Public transit agencies typically use 5307 or other sources for their planning activities. (20% match required)
- **State Planning & Research Funds (SPR):** Allocated to the States via MAP-21 & FAST Act for use on unique planning, research and feasibility studies. The funds are sometimes passed on to local governments for the same purposes. When the MPO receives these funds, a separate intergovernmental agreement is developed and authorized by IDOT and the local governmental body. (20% match required).
- **State (IDOT) Planning Funds –(SPF):** Funds directly from the State of Illinois (IDOT) for MPO transportation planning purposes only.
- **Local Contribution Funds (LC):** Funds provided by local MPO participants for related planning purposes.



East State Street in downtown Rockford, Illinois.

## PART 5 – PLANNING PRIORITY ACTIVITIES FOR FY 2021: UWP WORK ELEMENTS

Listed below are the major planning activities scheduled for FY 2021 by the nine (9) UWP Work Elements. For each transportation planning work activity, a brief summary describes the nature of the possible tasks that are either currently underway in FY 2020 and/or will continue/start in FY 2021. In the annual MPO Intergovernmental Agreement with IDOT the Scope of Services describes the work activities / elements that are eligible for FHWA-PL, FTA-5305(d) and State Planning Funds (SPF) reimbursements.

### 1 – UNIFIED WORK PROGRAM (UWP):

The UWP is prepared annually to coordinate and direct transportation planning in the urban area. The UWP coordinates planning related to transit, highways, active transportation modes, and other surface transportation modes (primarily freight, rail, and air). The program suballocates the various funding sources described above among the various work elements and studies proposed for the year and/or consultants hired, as needed, to perform the work. The UWP identifies responsibilities and expected work products throughout this reporting year.

During the current fiscal year, a UWP for the following fiscal year is prepared and published. Also, during any given year, amendments may be necessary to the current UWP to compensate for changes in priority or need. The Lead Agency (and IDOT) is responsible for advising all MPO participants regarding possible eligible activities and for preparing formal amendments to the current year UWP when needed.

#### STAFF ACTIVITIES:

- Preparation of annual work program and amendments as necessary;
- Review invoices and bills and recommend authorization of payment;
- Maintain financial data by work elements;
- Preparation of quarterly progress reports to IDOT;
- Monitor planning work activities / projects; and
- Preparation of overall MPO budget and intergovernmental agreement (IGA) with IDOT.

RPC MPO will update and amend the FY 2021 UWP as needed. The MPO will prepare and publish the FY 2022 UWP next spring (2021) and advise all MPO participants regarding possible eligible activities which are covered by IGA.

## **2 – TECHNICAL ASSISTANCE (TA) ON SPECIAL STUDIES AND OTHER PLANNING EFFORTS:**

The MPO will provide technical assistant and/or perform the following:

### **2.01 – GREENWAYS PLANNING / ENVIRONMENTAL / NEPA / CORRIDOR ANALYSIS – WATERSHED PLANNING**

The MPO will begin work with coordinating agency on a comprehensive update to the Greenway Plan for the metropolitan planning area in FY 2021.

The currently adopted Boone and Winnebago County Greenways Map (4th version) and its companion Greenways Planning Document were completed in late 2015. The plan provides information environmental / preservation related property acquisitions, floodplains, steep slopes, and other technical GIS information. The Boone and Winnebago County Greenways displays emphasis regarding transportation planning & environmental linkages.

During FY 2021, staff will continue to update GIS data layers and coordinate with the MPO Technical Committee, Winnebago County GIS, the RPC Environmental Committee, other partner agencies, and the general public to continue this planning effort. As part of this process, the MPO will begin to develop digital and interactive versions of the greenways map for access on the MPO website. The development of an interactive digital version of the regional Greenways Map will be pursued in FY 2021 and future updates to the map and plan will be a major work activity in this element.

Additional technical assistance for the plan is provided by the following agencies: Rockford Park District, Forest Preserves of Winnebago County, Belvidere Township Park District, Boone County Conservation District, Natural Land Institute, Boone County Soil and Water Conservation District, Winnebago County Soil and Water Conservation District, Winnebago Geographic Information Systems, and the Illinois Department of Natural Resources.

Correlated to the GREEN Strategy Action Plan and the 2020 FHWA/FTA Federal Certification review, the MPO will lead and provide assistance to our local units of government to address and resolve emerging transportation and environmental, watershed, water quality & quantity, and stormwater planning issues. Integration of these considerations will further develop linkages between transportation, economic development, hazard mitigation and land use planning.

### **2.02 – CORRIDOR ANALYSIS, ECONOMIC AND TRAFFIC SIMULATION MODELING ASSISTANCE**

The intent of this technical assistance category is to assist all public agencies in the MPO planning area, continue to provide current and projected traffic volumes, alignment analysis, ROW, capacity needs and other related transportation demand model information for the development of multi-modal transportation infrastructure projects and transportation planning studies. Certain work tasks requested for these types of analyses will also be projects included into the annual MPO TIP. This assistance incorporates review of different planning/traffic network scenarios. Additionally, as more features are refined in both the TDM and REMI software, further analytical capabilities will aid in both specific studies, federally required documents, performance management tracking, and project selection. More detailed analysis will be conducted in current and projected congestion, Level of Service (LOS), Truck Volume, Peak Hour Volumes, etc.

**Other special requests** – These requests come throughout the year that are not planned, but are needed for an analysis, corridor study, intersection design study and/or other related transportation system issues in which the MPO can provide modeling assistance.

### **2.03 – MPO ALTERNATIVE TRANSPORTATION PLANNING**

The MPO Policy Committee in FY 2018 adopted the current Bicycle and Pedestrian Plan for the Rockford Metropolitan Area. The main purpose of this study is to identify and catalog a region-wide system of bicycle and pedestrian facilities (bike lanes / bike routes), and to connect with existing and planned shared-use path facilities, existing and planned public transportation services, promote active transportation and provide model development regulations and ordinances to encourage bicycle and pedestrian friendly growth in the MPO area. Included in the current plan is a regional outline for “Complete Street” guidelines that can be used as a reference for the local units of government as well as a Pedestrian Suitability analysis. Over the past several years, several local municipalities have started to allocate funds to implement an on-street bicycle network as well as constructing new shared-use paths links to the regional system.

The MPO will work on recommendation elements of the plan continuing through FY 2021.

One such example is the formation of an “Alternative Transportation Committee” (ATC). The ATC was formally created by the MPO Policy Committee via MPO Resolution 2018-10 and subsequently, the MPO Policy Committee adopted Bylaws for the ATC via MPO Resolution 2019-6. The purpose of Alternative Transportation Committee is to provide information and recommendations to the MPO on issues related to improvements to accessibility, connectivity and the ease of multi-modal transportation throughout the MPA. The Committee will work to improve the conditions for bicycling, walking, and public transportation by planning for and supporting the development of local and regional infrastructure and policy improvements for these modes.

During FY 2021, the MPO will continue to work on a Regional Online Bicycle Map. The regional online bicycle map will be comprised of two components: (1) an interactive online map for members of the public to view existing on-street bicycle facilities and shared use paths and (2) an inventory of existing and proposed facilities with additional information, such as agency with maintenance responsibilities, surface type, etc. The MPO will continue to work with coordinating agencies to update this resource on a regular basis.

## **2.04 – MPO INTERNAL MAPPING OPERATIONS**

The MPO on a continuing basis develops its own internal mapping database that consists of GIS shapefiles for transportation, economic, land use, and major planning features (base files). Other GIS files and associated data sets are created internally for specific projects. Monitoring and incorporation of the most recent data available from the U.S. Census and other economic/employment data resources is also undertaken to incorporate those data sets and analyses into transportation planning process and GIS capabilities of the MPO. This will be a continual project that will require ongoing updates, modifications, new data collection and creation. This database will allow transportation planning staff to utilize up to date information to efficiently assist in the development of MPO and partner agency transportation planning documents. Also, one of the goals of the MPO within this work element is to develop online mapping applications /interactive maps to display data on transportation, land use, environmental and socio-economic characteristics of the region.

## **2.05 – RMTD AND REGIONAL PUBLIC TRANSIT INITIATIVES**

Technical assistance for the Rockford Mass Transit District (RMTD) and partner agencies/user groups providing transit services within the MPO planning area includes providing geographic data, demographic and socio-economic data and researching transit related programs/data upon request. These work products assist transit partners in analyzing their current routes/networks in spatial relationship to regional data sources. This technical assistance additionally helps to better determine areas of need related to transit, assists in analyzing current transit route effectiveness, and helps identify strategies and solutions for further integrating available mobility options within the planning and service areas. Other aspects of this element include provision of updates to RMTD and other partner agencies/user groups providing transit services on work the MPO is performing, attendance at public transit partner agency meetings, and other work as required by the needs of the MPO Alternative Transportation Committee and the Coordinated Public Transit – Human Services Transportation Plan (HSTP). Additionally, included in this work task is the identification of connections between urban and rural transit services. This work will be executed on an ongoing basis and plan updates to the HSTP will be cycled in proximity to updates of the MTP. The next update of the HSTP will begin in FY 2021.

## **3 – ADMINISTRATION (AD):**

Under this element, the general administration work necessary for the operation of the MPO is conducted and additional services are provided to the MPO Policy and Technical Committees and their subcommittees. RPC, as the designated MPO Lead Agency, will have all the responsibility for work under this element. However, IDOT and the MPO will share some of the work, particularly related contract administration and certification. Other participants requesting reimbursements will supply information to the Lead Agency in an appropriate time frame but will not request or seek reimbursement for such administration work.

As stated in the past, this work can involve the following, as needed:

- Administering and coordinating the MPO / IDOT Intergovernmental Agreement (sometimes referred to as the IDOT Planning Services Contract).
- Preparing quarterly progress reports, financial statements and annual completion reports, where necessary, for State and Federal contracts and related record keeping and other documentation for audit purposes. Preparing reports and maintaining records to meet the accounting requirements of the local participants.
- Procuring necessary supplies, office space and capital equipment such as computer equipment (hardware and software) and similar equipment necessary for gathering, displaying, or disseminating information.
- Hiring and supervising employees.
- Managing, employee benefits, performing employee evaluations, setting and disbursing salaries. Conducting similar activities necessary to maintain the MPO but not readily accountable to other specific work elements.
- Maintaining and preparing records and documentation necessary for certifying the Planning Process for conformance with applicable State and Federal guidelines and regulations.
- Assuring equal opportunities to Disadvantaged Business Enterprises (DBE) and minorities in contracts and subcontracts.
- Maintenance of the Cooperative Agreement (CA) empowering the MPO for the Rockford Urbanized Area.

As part of the reorganization effort of the MPO, the CA was updated and adopted to reflect the changes made in the internal structure of the MPO to be an integral component of the Region 1 Planning Council. The existing make-up/membership of the MPO Policy Committee remained the same and the MPO Technical Committee further included additional planning departments of already existing Technical Committee partner agencies. Accordingly, the MPO did not need to go through the re-designation process of our MPO as a result of these changes.

#### **STAFF ACTIVITIES:**

- Prepare and maintain employee accounting and other documentation for record keeping.
- Prepare and distribute information material regarding MPO & staff activities.
- Minutes, reports, plans and other documents relative to MPO activities.
- Accounting / payroll information.
- Schedule, attend and provide administratively assistance for MPO meetings.
- Administer the Personnel, Affirmative Action, EEO Programs, and other MPO policies.

## 4 – PUBLIC PARTICIPATION (PP):

The MPO will conduct open, continuous, and participatory meetings and hearings with the public and other stakeholders pertaining to transportation planning; conduct surveys, gather feedback; disseminate information, newsletters, and press releases; prepare and maintain agendas, meeting minutes and other related material for MPO's Policy Committee, Technical Committee and Alternative Transportation Committee; provide the public with easy access to information, including via a website and to citizens who may need language assistance (MPO's Limited English Proficiency [LEP] Plan); and work with subcommittees and other similar organizations in the area. The MPO developed an update to the Public Participation Plan (PPP) in FY 2018, which provides enhanced approaches to engaging stakeholders, and continuing to provide multiple opportunities and methods for gaining input from all areas of the community.

### STAFF ACTIVITIES:

- Prepare and maintain agendas and meeting minutes for the MPO Policy Committee, Technical Committee, Alternative Transportation Committee, and other public meetings where/when staff attends to provide technical assistance.
- Holding and attending public hearings and informational workshops / open houses / meetings.
- Preparing and using citizen surveys and questionnaires.
- Developing and disseminating non-technical or informational reports and seeking feedback from these reports.
- Developing "press releases" and notifying the press of all meetings, agendas, and important transportation issues prior to decisions on these issues.
- Maintaining an open meeting format for all MPO meetings and allowing input from the general public on all issues during those meetings. Where and when applicable, the MPO will follow the overall objectives of following Context Sensitive Solutions (CSS), which is a public participation process that seeks to engage stakeholders and the general public through early, frequent and meaningful communications. All meetings of the MPO follow the requirements, regulations, and statues of the Illinois Open Meetings Act.
- Maintaining open, accessible offices, and, from these offices, answering questions and requests in person or by telephone from the general public, the press and other special groups.
- Continuing to develop and maintain the MPO webpage, which now is available on via the RPC website, [www.r1planning.org](http://www.r1planning.org). This web site has all the transportation planning documents and other related MPO information. This web site is continually being updated. Important notices, links to current projects, meeting agendas, and other relevant information is also regularly updated on the website homepage. One of the goals is to continue making the site as user-friendly as possible promoting public review of documents and questions to MPO staff on transportation planning initiatives. Additionally, information regarding MPO meetings and planning initiatives are posted to the RPC website <http://r1planning.org>.
- Further incorporate the use of social media, marketing materials and newsletters in public involvement and participation efforts for MPO transportation planning processes /documents.

The MPO will continue to ensure that the currently adopted PPP and LEP documents, which prescribes and schedules the primary MPO public involvement and participating activities, meets the current federal and state guidelines and regulations. The MPO will monitor these documents and update them accordingly to the requirements of the FAST Act and future transportation planning legislation.

## 5 – TRANSPORTATION AND ECONOMIC DATA / FORECASTING (TDF):

Work in this element involves the gathering, maintenance, monitoring and forecasting of a wide variety of data and information needed for the comprehensive transportation planning process.

### STAFF ACTIVITIES:

- Maintain and update the MPO travel demand modeling program used in the development of traffic forecasts.
- Develop traffic count programs for various areas, corridors and intersections/interchanges.
- Monitor public transit services and ridership data.
- Monitor regional air passenger and cargo / freight information for intermodal connections and the Primary Freight Network.
- Monitor and update regional laborshed and commuter flow data.

- Coordinate with participating agencies in gathering other transportation data as needed to prepare technical reports and analysis as part of project development reports for transportation improvement projects.
- Develop the Functional Classification System maps for the MPO urban area.
- Develop the Traffic Analysis Zone maps for the three-county (Boone, Winnebago and Ogle) modeling area.
- Develop performance measures and analytical methods to measure the MPO's Performance Measures requirements, the region's transportation system's connectivity, and non-motorized programs. Incorporate performance based programming for highway and transit funding decisions. This effort will be linked to numerous planning work elements detailed within this UWP.
- Preparing necessary information for MPO participating agencies as requested to meet project construction / letting process. Prepare necessary technical reports on a wide variety of transportation issues that will impact the MPO and our participating agencies overall planning coordination.
- The maintenance and development of socio-economic data and forecasts include data on dwelling units, employment, population, and car and truck registrations also factor into the development of the travel demand model. Additional data as necessary for the recalibration, update and maintenance of the region's Travel Demand Model (TDM) and Regional Economic Forecast Model (REMI).

## **6 – LAND USE-PLANNING, DATA COLLECTION, TITLE VI & EJ (LUPDC):**

The MPO will provide technical assistance in reviewing zoning ordinances, land use and comprehensive plans, and socio-economic planning activities to determine future transportation needs, coordinate transportation improvements, and develop/maintain the Metropolitan Transportation Plan (MTP). This work is essential for determining future transportation needs, coordinating transportation improvements with other public improvements and private development, and for the development/ maintenance of the MTP.

### **STAFF ACTIVITIES:**

- Monitoring area construction, demolition and land use changes. Comparing census data, monitoring counts and other data with forecasts.
- The development and maintenance of comprehensive land use plans including plans for other major infrastructure improvements such as sanitary sewer, storm sewer, storm water detention, public water, public parks, and other public facilities and services.
- Monitoring changes in land use plans, laws and ordinances regarding their impact on transportation.
- Analysis and monitoring of relevant Title VI and Environmental Justice data for the TIP planning process.
- Analysis and planning to assure transportation planning recommendations and coordinated services are not discriminatory to minorities (Title VI).
- Analysis and planning to assure transportation planning recommendations and coordinated services do not disproportionately impact or neglect persons of lower economic status in the community (Environmental Justice).
- Coordinating the Title VI and Environmental Justice assessment data with other planning and economic development efforts and processes.
- Preparing and monitoring the Title VI and Environmental Justice assessments and Limited English Proficiency Plan for the MPO.
- Preparing necessary information for the MPO participating agencies as requested to meet the needs of each request and in the development of the Metropolitan Transportation Plan and the travel demand model.
- Coordination with the Rockford Area Economic Development Council, Growth Dimensions, several of the areas' Chambers of Commerce and other area economic development organizations engaged in visioning and promoting the future of the Rockford metropolitan area.
- Municipal and County agencies have the primary land use planning responsibility and authority for the development and maintenance of plans and data within their respective jurisdiction. The MPO's role is to review and monitor each of the land use plans to ensure overall coordination with the MPO MTP and TIP planning processes. The MPO uses the adopted land use and comprehensive plans in the development of new land use projections for use in the travel demand model.
- Using available decennial and ACS 5-year estimates Census data has and will continue to be an integral component of the on-going development and monitoring of the Metropolitan Transportation Plan process and many of the analyses and studies performed.
- Using and modifying Illinois Department of Employment Security, Bureau of Labor Statistics and Bureau of

Economic Analysis data for the purpose of making employment / economic projections.

- Integrating the REMI software programs into the overall MPO transportation planning process while working with the local agencies to foster a more economical – transportation improvement connection with capital programming of projects and programs. The MPO will continue to work with the Illinois Department of Employment Security as this planning project continues. Additional data used for model calibration includes, Moody’s Analytics, QCEW 202 Employment Statistics, Woods & Poole Economics Employment by NAICs, local zoning and land-use characteristics and U.S. Census Bureau.

## PTV VISUM AND REMI TRANSPORTATION PLANNING & ECONOMIC MODELING

The linkage between socio-demographics, land use and transportation systems are no longer separate planning issues rather it has become an integrated process. The MPO utilizes several software programs to provide additional data and aid in the analysis process: Regional Economic Models, Inc. (REMI) TranSight Program and their Metro-PI Program, along with PTV Group’s VISUM program. Regional Economic Models Inc. (REMI) TranSight program (program #1) is a dynamic economic and demographic impact analysis model with the ability to evaluate changes to the region’s transportation network overtime. This model allows the MPO along the local and state agencies to forecast the impacts of transportation projects within the time horizon of the Metropolitan Transportation Plan. PTV-VISUM is the travel demand model (TDM) utilized by the MPO. PTV-VISUM modeling data can be joined to REMI’s economic and demographic structure to produce benefits to the region. The user takes outputs from PTV-VISUM (i.e. vehicle miles traveled, vehicle hours traveled, and trips) and inputs them into TranSight. REMI Metro-PI program (program #2) is used to identify where growth will occur at a localized level. Metro-PI provides comprehensive economic and demographic forecasting for sub-county geographies. Driven by a structural economic model and calibrated with local knowledge and data, Metro-PI generates forecasts at the municipal, census tract, or Traffic Analysis Zone (TAZ) level, granting the user detail about the localized effects of policy / project changes. The MPO will continue to expand these programs in order to continue modeling the dynamic economic impact of transportation infrastructure investment projects and to forecast the benefits of these improvements.

During FY 2019, IDOT and the MPO entered into an intergovernmental agreement (IGA) for the continuation of this planning endeavor. The previous REMI and TDM Model will be updated with new information in regards to the transportation network, economy both locally and regionally, employment, population, dwelling unit, socio-economic, and demographic data.

Based upon input from IDOT, FHWA and other MPO planning partner organizations over the past year, the priorities of the PTV-VISUM and REMI include the following steps:

## TRAVEL DEMAND MODEL AND REGIONAL ECONOMIC MODEL UPDATE

The MPO will use the updated REMI and TDM software over the next five years to conduct economic analysis and traffic projection studies to estimate the benefits of transportation projects, land-use decisions, economic policy and changes to industry workforce development. The integration of these two sophisticated forecasting models will play a large role in the update to our current and future Metropolitan Transportation Plans. This software allows the MPO to develop and model transportation scenarios and concepts that can be compared to other regional projects of significance, thus allowing for data-driven results to impact projects. The capabilities of the models and staff knowledge at the MPO are made available to partner agencies when they are in need of assistance with a variety of planning decisions that often need data about the economy, transportation network, and socio-demographics to make effective decisions for the impact or metric to be accomplished.

- **Phase 1:** Using Woods & Poole, Moody’s Analytics and IDES QCEW202 employment data to determine new population, dwelling unit, and economic trends to update TAZ data. This is a major undertaking and pertinent to the successful update and calibration to both models. This additionally includes updating the TDM data for transit ridership by route to reflect changes in both models. Other data may be needed and updates shall occur as needed to properly recalibrate both the TDM and REMI forecast models moving forward.
- **Phase 2:** REMI and TDM calibration, data update, and software upgrades to newest versions of TranSight, Metro-PI, and PTV VISUM resulting in more effective data outputs.
- **Phase 3:** Recalibration of REMI and TDM Software once the new models have been developed and tested. Upon successful model update and calibration, the REMI and TDM Model integration process and codes will be developed

and carried out.

- **Phase 4:** Utilization of REMI and TDM Software for planning activities related to:
  - » Integration of the TDM and REMI will allow the MPO to employ a dynamic input-output Benefit-Cost-Analysis component to major capital improvement project selection criteria. This will allow our regions leaders to make more informed, data driven, and impact focused economic transportation decisions.
  - » With the successful calibration and update to both the TDM and REMI software, the MPO and its members are able to assess how future infrastructure and development changes could impact the transportation system as well as travel demands or needs based upon different economic, land use, and transportation network scenarios.
  - » The integration of the REMI software with the TDM and other data resources the MPO are currently using along with the ability to develop forecasts will play a large role in the update to the Long Range Transportation Plan, (LRTP) which is anticipated for completion in Summer / Early Fall 2020, now referred to as the Metropolitan Transportation Plan (MTP).
  - » The integration of REMI and TDM models will aid transportation planners in developing and testing alternative scenarios and concepts that can be compared to other regional projects of significance, thus allowing for data-driven results to impact decisions for projects that enter the Transportation Improvement Program (TIP).
  - » Regionally significant transportation project analysis results will be made available to partner agencies. This increased transparency will allow planners from the different local and county agencies, elected officials, the public and others to weigh-in and consider transportation choices and priorities for the region. Projects may also be requested for analysis via formal process in place to assist partners in need of special transportation assessment studies/reports.
  - » Detailed analysis of current and projected congestion, vehicles miles traveled, vehicle hours traveled, number of trips and other transportation metrics useful for project development.
  - » Research and development of additional transportation studies and methods necessary to stay up-to-date on current and future transportation initiatives and policy at the local, regional, state, and federal levels.

## 7 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP):

The MPO will prepare and publish the annual TIP for the next four fiscal years (2021-2024) including modifications and/or amendments; coordination with other agencies and transit providers in development and setting priorities of various projects and transportation improvements; compliance with federal requirements; and monitoring and reporting of implemented projects. The TIP lists, categorizes, and sets priorities for transportation improvements and assures they are financially feasible, as well as coordinated with each other, other governmental improvements, and private developments. It is important to note that the TIP has 12 goals and that work towards any of these goals is encouraged:

1. Set priorities for all major transportation improvements over the next four years.
2. Assess the financial needs and resources of the MPO partner agencies.
3. Account for all proposed uses of federal highway, transit, and enhancement / transportation alternatives program funds.
4. Reaffirm realistic state and local revenue projections.
5. Provide a fair balance of highway, transit and enhancement / transportation alternatives program interests.
6. Emphasize planning and cost-effective projects.
7. Evaluate alternative cost/revenue scenarios for local transit in light of revenue uncertainties.
8. Update transit operating and financial management plans.
9. Emphasize transportation projects that have minimal adverse impact on the environment and the community.
10. Provide opportunities for participation by the public and private sector.
11. Provide better services for those persons traditionally under served by the existing transportation systems, including persons with disabilities.
12. Encourage strong regional connections through transportation projects by providing information on projects of regional significance so that partner agencies and the public can be more aware of the future of roadway improvements on a regional level. This will also encourage the collaboration of member agencies to develop projects in concert, better serving users of roadways and transit by having well-planned and integrated projects regardless of municipal borders.

## STAFF ACTIVITIES:

- Work to assure conformance with federal and state DOT requirements including project priority setting, adherence to financial constraints and public participation.
- Work involving coordination with private and public transit providers and incorporation of projects programming FTA transit funds (i.e. 5307, 5310, 5339, etc.)
- Work involving the monitoring and reporting of progress regarding implementation of projects in the TIP and completing the Annual List of Federally Obligated Projects. This work includes an initiative to create a publically accessible online database for TIP projects of past and present documents which will also highlight project impacts within the MPA.
- The development, publishing and dissemination of the FY 2021-2024 TIP document and amendments thereto. The coordination of all TIP work is the responsibility of MPO. All agencies, however, are responsible for providing timely information on their proposed projects and activities, keeping all others informed of the progress of their projects, and developing project priorities that are in concert with the other agencies and the MPO MTP and the MPO Public Participation Plan.
- Coordinating with implementation partner agencies to utilize the procedures to amend and modify the MPO transportation improvement program and quarterly project tracking forms as recommended by the MPO Technical Committee and adopted by the MPO Policy Committee via MPO Resolution 2018-4.
- Develop updated scoring metrics and criteria (as needed) which are applied to Surface Transportation Program – Urban (STP-U) / Surface Transportation Block Grant (STBG) as well as Transportation Alternatives Program (TAP) funding project selection. Activities related to call for projects as well as the project selection process pertaining to transportation infrastructure funds are included in this work element.
- Maintain the interactive digital map detailing information for projects listed within the FY 2021-2024 TIP.

As required by the FAST Act, the TIP is designed such that once implemented, it makes progress towards achieving the performance targets. Additionally, the TIP shall also include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan. The phase-in of new requirements defined in the Final Rule for Metropolitan Transportation Planning (May 27, 2016) states that, “On or after May 27th, 2018 (2 years after the publication date of this rule), FHWA/FTA may only determine the conformity of, or approve as part of a STIP, a TIP that has been developed according to the provisions and requirements of this part, regardless of when the MPO developed the TIP”. In FY 2021, the MPO will continue to incorporate the requirements pertaining to the development of the TIP and those activities will be included within this work element.

## 8 – SAFETY, CONGESTION MANAGEMENT, AND TRANSPORTATION SYSTEM PLANNING (SCMTSP):

The MPO will improve plans for the cost-effective maintenance of transportation infrastructures, equipment and facilities; employ innovative ways to improve safety, utilization and efficiency of the existing transportation system; carefully manage additions and changes to the functionally classified roadway network; develop, maintain, and/or encourage the use of transportation alternatives, (i.e. non-motorized systems, telecommuting, carpooling, public transit, bicycle/pedestrian network) Smart Growth principles and other techniques to reduce peak traffic and overall travel demand; and undertake special efforts to address issues on growth in freight transportation in the region.

### PERFORMANCE MEASURES

FHWA, in consultation with States, MPOs, and other stakeholders, will establish performance measures for pavement conditions and performance for the Interstate and NHS, bridge conditions, injuries and fatalities, traffic congestion, on-road mobile source emissions, and freight movement on the Interstate System. States (and MPOs, where applicable) will set performance targets in support of those measures, and State and metropolitan plans will describe how program and project selection will help achieve the targets.

For public transportation, FAST Act requires MPOs and States to establish performance targets that address national performance measures issued by the US-DOT and are based on goals outlined in law (i.e. transit safety and transit asset management).

The FAST Act restructured several of the existing planning and focus areas into more centralized programs to address many challenges facing the U.S. transportation system. The incorporation of a performance measures and a comprehensive performance-based multimodal transportation planning process will encourage improvements in the following categories:

- **Safety:** Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure condition:** Maintain the highway infrastructure asset system in a state of good repair.
- **Congestion reduction:** Achieve a significant reduction in congestion on the NHS.
- **System reliability:** Improve the efficiency of the surface transportation system.
- **Freight movement and economic vitality:** Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental sustainability:** Enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced project delivery delays:** Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

TIPs must include a description of the anticipated progress toward achieving the targets brought about by implementing the TIP.

## **SAFETY PLANNING**

One core emphasis of the FAST Act is the continual aggressive safety agenda. The MPO has and will continue to coordinate with IDOT regarding their Strategic Highway Safety Plan initiative to develop a regional and local process to identify safety problems by working with the Boone County Highway Department, Winnebago County Highway Department and other local agencies to address those known areas/locations where safety will be improved. This planning process is part of U.S.DOT/FHWA effort to develop a National Strategy on Highway Safety – Toward Zero Deaths (TZD). The National Strategy is a data-driven effort focusing on identifying and creating opportunities for changing American culture to improve highway safety through engineering, education, enforcement and emergency medical services (4 E's). The MPO will continue to advance in the coordination and cooperation with a broad range of multidisciplinary stakeholders to improve transit, freight vehicle, non-motorized, and transportation network safety by assisting agencies in applying for Highway Safety Improvement Program (HSIP) and other related transportation safety funds.

## **TRANSPORTATION SYSTEM MANAGEMENT & OPERATIONS / CONGESTION MANAGEMENT PROCESS**

In FY 2021, the MPO will be undertaking a comprehensive update to its 2008 Transportation System Management and Operations (TSMO) and the Congestion Management Process. The overarching goal of this project is to further strengthen linkages between operations and planning of the regional transportation system to solve operational problems, improve system performance, improve communication across transportation agencies, and prepare for the incorporation of emerging technology. The plan will identify key transportation performance measures of relevance to the region, coordinate with transportation system operators and providers to collect appropriate data for those measures, compile and analyze the data, and develop a set of preferred TSMO solutions to be incorporated into the transportation planning process.

The completion of this plan will provide a current condition analysis and strategies that address how efficiently and safely people and goods can move from place to place across all modes, how long and often travelers are delayed due to both recurring and nonrecurring events, how efficiently goods are reaching markets within and outside of the region, and the environmental impacts generated by transportation operations. With this knowledge, the region can then work collaboratively to develop an integrated approach that optimizes the existing infrastructure through the implementation of systems, services, and projects designed to preserve capacity and improve system performance. To achieve an objectives-driven, performance-based approach to TSMO planning in the region, the MPO will follow the development process outlined below:

- **Phase I: Establish Project Management** – The crucial first step in this planning process will be to establish a

detailed project management scope for the project. This scope will inform the RFP process for the MPO to hire a third-party consultant that will assist with many of the major components of the plan including data collection and cost-benefit analysis. Regional collaboration and coordination is the foundation for effective infrastructure investment and planning for operations. For this planning process, the MPO will convene a TSMO working group comprised of the planners and transportation operators, including public safety managers, freight stakeholders, and other operations stakeholders. Coordination with the MPO Technical Committee as well as MPO Policy Committee will be a key element. The TSMO working group would allow operations managers to understand the broader regional trends, needs, and strategies, as well as serve as a key mechanism for developing the regional operations objectives for the final plan.

- **Phase II: Identify Issues, Needs, & Opportunities** – Prior to examining TSMO solutions and projects, there needs to be a clear understanding of the issues, needs, and opportunities within the region. Data collection and analysis combined with extensive stakeholder engagement will be the main focus of this phase in the planning process. The operational data collected during the phase of the project will not only identify the system performance needs and problems, but also be vital in helping set outcome-based objectives; develop and track performance measures; analyze and evaluate program, projects, and strategies; and monitor the impacts of the implemented solutions. While transportation agencies in the region have large amounts of archived and/or real-time data in some instances, to have a complete picture of the performance of the transportation system additional data will be needed. Some of the additional data needed would include updated automated spot traffic data or travel time data (probe data). In addition to traditional quantitative data collection, the MPO will employ several stakeholder engagement efforts to gather qualitative data on the performance characteristics, problems, and opportunities. A survey will be developed and administered to key operational stakeholders to capture current operations investments, operations strategies, and the institutional activities that enable regional arterial operations, as well as identify key concerns and issues in the current performance of the system. The data collected will be presented and discussed with the TSMO working group to ensure the issues, needs, and opportunities identified are comprehensive and based on sound principles.
- **Phase III: Develop Goals & Objectives** – The outcome of this phase of the process will be to develop a comprehensive set of goals for the region that will guide the selection of specific set of TSMO solutions that address the region’s transportation system operational opportunities and deficiencies. For the most informed decisions about the goals of the plan, there would be a series of meetings with the TSMO working group and other stakeholders to discuss the potential goals and ensure that a broad array of interests is considered to support a collaborative process. The goals may be overarching regional goals; identify a set of goals that address different aspects of TSMO; or identify a wide range of other goals relating to issues such as safety and connectivity but can be addressed using TSMO strategies. The operations objectives will help to actualize what it means to accomplish the goal, and will specify clear measurements for evaluating progress towards the goal. These objectives may relate to issues such as recurring and nonrecurring congestion, access to traveler information, emergency response, and ease of movement across modes and jurisdictions, among others.
- **Phase IV: Define Performance Criteria & Measures** – Building upon the previous phases of the development process, one of the critical components in developing regional management and operations strategies will be establishing performance measures. A series of performance measures would be established to build consistency, transparency, and accountability in future transportation decision making. The set of performance measures developed and approved would also serve as evaluation criteria within the planning process, to not only determine solutions, but also as a way to monitor the effectiveness of implemented solutions. The performance measures would be developed with input and data from both partners and stakeholders (e.g. private sector businesses and local and state transportation departments).
- **Phase V: Determine & Evaluate a Range of Solutions** – During this phase of the project, a range of solutions will be determined that address the identified issues, needs, and opportunities. The consideration of solutions will take into account consistency with state, regional, and local plans; support from the implementing partners; cost-feasible to implement and sustain; compatibility with all modes of transportation; impacts to disadvantage/economically distressed communities, land use, and the environment. While in most cases, the solutions will be considered on a regional basis, there may be a need to examine alternative solutions on a project-by-project basis.
- **Phase VI: Select Preferred Solution Set** – Once a cost-benefit analysis has been conducted, the solution assessments will be presented to the TSMO working group, MPO Technical Committee, and MPO Policy Committee. Upon the working group and committee review, the MPO would adopt a preferred solution set that addresses the regional TSMO goals and objectives, supports the goals of the metropolitan transportation plan, and is compatible with

state and federal planning goals and statewide LRTP.

- **Phase VII: Recommend Priorities for Implementation** – Based upon the performance measures and strategies developed, a series of implementation priorities will be established. To identify the priorities, an evaluation criteria and methodology would be created to compare proposed projects and initiatives. The evaluation criteria would be developed with input and data from both partners in the planning process, as well as with consideration of broader transportation, community, and environmental planning efforts.
- **Phase VIII: Draft & Adopt the Plan** – At this point in the development process, the MPO would draft the Regional Transportation System Management & Operations Plan. Once the draft document has been completed, the MPO would present the plan for public and stakeholder comments. This final public engagement effort would follow the requirements and activities outlined in the Public Participation Plan. Comments received will be addressed by the MPO and modifications to the document will be made, as needed. After the formal comment period, the MPO will present the document to the MPO Technical and Policy Committees for recommendation and adoption.

The MPO will incorporate requirements of the Final Rule for Statewide and Metropolitan Transportation Planning (as they pertain to Congestion / Management & Operations) as well as recommendations for improvement as listed within the May 2016 FHWA/FTA Federal Certification Report. This work will be coordinated with the development of the 2050 Metropolitan Transportation Plan and incorporate recommendations of the MTP update.

Air quality and other environmental issues will continue to be a core planning area for the MPO. For U.S. DOT funds to be authorized, approved and fund programs and projects, those specific projects in the Rockford urbanized area must conform to the Clean Air Act. MPO staff will continue to monitor the ozone National Ambient Air Quality Standards (NAAQS) re-evaluation process, as well as the information for carbon monoxide and particulate matter. The MPO is currently designated as an attainment area.

RPC will utilize the newly updated TDM to track and monitor the efficient movement of people and goods as it related to congestion within the region.

## **ELECTRIC VEHICLE INFRASTRUCTURE READINESS PLAN & IMPLEMENTATION PLAN**

Over the past decade, concerns of transportations' contribution to greenhouse gas emissions has increased public and private interest in hybrid and electric vehicles. These technologies lower reliance on fossil fuels and release less harmful pollutants in the air. The more common and lower cost these vehicles and associated technologies become to implement the more prevalent their usage will be with potential overall health and environment benefits.

There has been a steady rise in the number of hybrid and electric vehicles registered in the Rockford region. The number of hybrid vehicles registered in the region has increased by 18.7 percent since December 2017; the number of electric vehicles has increased by 144.7 percent during the same time frame.

With such a strong growth rate in the region, there are some challenges for integration of these types of vehicles that will need to be addressed over the next couple of years. Currently, the biggest challenge is the lack of charging and other supporting infrastructure needed for widespread usage. Deployment of vehicle charging stations has not been heavily invested in, making it difficult for long or extended trips for electric vehicles.

In FY 2020, the MPO launched the first phase of the Electric Vehicle Readiness Plan and will continue work throughout FY2021. Tasks to be completed in the first phase include research current best practices, emerging trends, existing conditions, and recommendations for a regional approach to implementation of electric vehicle charging infrastructure. During FY2021, staff will be undertaking the second phase of the project with work tasks, including: stakeholder meetings and drafting regional procurement process and policies to be adopted by the MPO Policy Committee and partner governments.

## **STAFF ACTIVITIES**

- Prepare technical guidance and policy assistance, as appropriate, to assist partner agencies to plan and be ready for innovations in transportation technology and mobility needs.
- Continue research, coordination, and support regional improvements for linkages between transportation assets

and environmental issues.

- Outline current local and national electric vehicle readiness conditions, highlight best practices, and provide general recommendations for next steps in the region.
- Development and identification by the MPO of specific regional targets and policies to be adopted by local municipalities and other stakeholders. These planning efforts will allow the region to further MPO, State, and Federal goals to further alternative fuel infrastructure and sustainability.

## REGIONAL TRANSPORTATION FREIGHT ANALYSIS

In FY 2021, the MPO will be working on an updated Regional Freight Plan to address significant trends that have changed in the regional economy, freight movement, industrial supply chains, and the freight industry itself, since the completion of the 2009 Regional Transportation Freight Study. The overarching goal for this project is to strengthen the connection between the region's key freight transportation assets, core industries, and land use development. Key to this project's success will be the early and continuous involvement of the private sector in its development, including shippers and receivers, carriers, logistics providers, and terminal facility operators. Some elements that will be included in the study are:

- Review and analysis of existing conditions in the region, including commodity flows, private sector partners, local freight attractors and generators, freight networking and routing, and economic impact;
- Analysis of future conditions, including a forecast of commodity flows and freight movement;
- Evaluation of programmed and planned transportation improvements, land use policies, and economic development plans that may affect or be affected by freight and goods movement;
- Planning and programming framework to address freight and goods movement challenges and opportunities; and
- Recommend infrastructure projects that improve the freight networking and routing, programs that increase freight operations, and policies that promote economic development, including freight attractors and generators.

This effort will result in a Regional Freight Plan that provides a blueprint for the Rockford region regarding freight-related infrastructure improvements, freight-related land use planning, and freight linkages to economic development. The final report and documentation will emphasize the regional and local freight impacts and needs, integrate with the statewide freight planning efforts, and help performance-based planning. The final plan will include freight mobility goals; narrative on the importance of freight to the regional economy; overview of the trends, issues, and needs of the freight system; outline of the freight policies, programs, and institutions, including freight infrastructure funding; overview on the region's freight infrastructure assets; and a recommendations and implementation plan.

To complete this project, the RPC will utilize the newly updated TDM and its subscription to Streetlight Data to track and monitor the efficient movement of freight and goods. As the movement of goods to, from, and through our region, continues to increase in scale, density, and weight the efficient movement of freight transportation become a very important component to the overall transportation system network and the local/region economies.

## STAFF ACTIVITIES:

- Defining and establishing performance measures and setting targets.
- Continuing to work with state, regional and local agencies in IDOT's Bureau of Safety Engineering Strategic Highway Safety Plan (SHSP). Coordination of planning activities and projects regarding highway safety concerns and safety measures will continue to be discussed at the MPO Technical Committee level as well as through continued participation with IDOT and MPO partner organizations. Development of a transportation safety working group to further initiatives may also be involved in the overall safety planning framework. This work will continue throughout FY 2021.
- Continuing to monitor and update air quality data.
- Continuing to monitor IDOT's website <http://wrc.gettingaroundillinois.com/pages/wrc.htm> and additional IDOT data resources for current road and associated facilities conditions.
- Monitor and update data for trips generated by tourism and special events.
- Update to the MPO Management and Operations (M&O) Plan to incorporate recommendations as provided by the recent FHWA/FTA Federal Certification Review Report. The MPO will further explore CMP strategies, document the process within the M&O plan / planning initiative, as well as identify congestion mitigation projects within the

annual TIP.

- Research several planning initiatives and recommend integration, where appropriate, which could further Management & Operations strategies of the region, such as arterial management plans and regional traffic signal coordination plans.
- Rail Planning including passenger (Amtrak) and commuter rail and associated facilities
- Continuing to monitor and update the region's ITS Architecture.
- Monitor the development of Primary Freight Network and other associated national federal issues pertaining to freight planning, transportation network accommodation, and economic development. Incorporate regional trends and initiatives to address movement of freight to/from/ through the MPO metropolitan planning area.

## 9 – METROPOLITAN TRANSPORTATION PLAN (MTP):

The current MPO LRTP, Transportation 2040 Tomorrow: A Long Range Transportation Plan for the Rockford Region, was adopted by the MPO Policy Committee on July 30, 2015. The MPO will be completing and maintaining the comprehensive 2050 MTP that coordinates transportation improvements and delivery of public transportation services over the next 30-year planning horizon; evaluate various plan changes, project proposals, developments and alternative transportation plans for incorporation to the MTP and its subsequent amendments.

In addition to the work elements detailed above that are directly related to or included in the 2050 MTP, several planning efforts will be undertaken by the MPO to further the goals and objects of the plan. These efforts warrant sufficient sub-elements and staff resources to be allocated for these topics. These sub-elements include:

### LIVABLE COMMUNITIES INITIATIVES (LCI)

In order to integrate the principles developed in the Regional Plan for Sustainable Development (RSPD) and the goals and strategies of the MTP, the MPO is researching the development of a Livable Communities Initiative program. The LCI would further examine and plan for Smart Growth activities in the region and coordinate with the MPO's transportation planning activities for a comprehensive approach. The program would provide technical assistance to partner agencies for sub-area analyses such as corridor studies, etc. The goal of these studies would be to enhance the multimodal transportation infrastructure, expand opportunities for economic development, increase community connectivity, promote healthy lifestyles, and enhance access to jobs, schools, and other services. Additionally, the LCI program would leverage federal transportation investment funding for infrastructure projects, identified within the MTP and the LCI corridor studies, that meet the criteria for enhancing livability within the region.

LCI and its livability measures will also be included in the planning and programming of several of the MPO's documents, including the project prioritization criteria of the MTP, as well as the Transportation Improvement Program (TIP). Additionally, the MPO will continue to include and expand upon the livability measures already addressed in the project selection criteria of the Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) funds the MPO is allocated. Types of livability measures could include: bicycle, pedestrian, and transit trips; proximity to transit; equity considerations; proximity to employment centers, schools, and other services; and the inclusion of safety countermeasures, such as traffic calming.

The update and maintenance of the MPO Metropolitan Transportation Plan is due for completion in Summer/Early Fall 2020 (FY 2021). In addition to the transportation planning topics described previously, the update of the MTP will include work tasks such as:

- Conducting public engagement to gather feedback on the draft 2050 MTP, prior to its recommendation by the MPO Technical Committee and adoption by the MPO Policy Committee.
- A system performance baseline report and subsequent updates evaluating the condition and performance of the transportation system with respect to the performance targets for the MPO.
- Determining and integrating further linkages to the Comprehensive Economic Development Strategy (CEDS) relating to transportation infrastructure and economic development initiatives.
- Narrative detailing the financial plan for all proposed improvements to the transportation network, in addition to the capital investment strategies for preserving the existing and projected infrastructure.

- Incorporate subsequent regulations/requirements from the FAST Act.
- Creation of an online interactive map with a description of the transportation projects listed in the MTP.
- Continue working on the inclusion and assessment of developed scenarios for the 2050 MTP in the 3-C transportation planning process.
- The MPO will also examine best practices related to the rating and selection of major capital investment projects identified within the MTP to further align with work elements #7 & #8 and the FHWA/FTA Certification Report.



Reconstruction of the Jefferson Street Pedestrian Underpass in Rockford, Illinois.

## PART 7 – SUMMARY OF FY 2021 WORK ELEMENT ACTIVITIES

### PLANNING PROJECTS COMMENCING AND/OR CONTINUING IN FY 2021:

- Every four years, MPOs are required to undergo a federal certification review of the transportation planning process by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The MPO's most recent review occurred on October 23-24, 2019. Work based upon recommendations for improvements to the transportation process, as identified with the final certification report from FHWA & FTA, will continue throughout FY 2021.
- **MPO Long Range Transportation Plan / Metropolitan Transportation Plan:** This required document must have MPO review and approval every five years. The current MPO 2040 LRTP was adopted on July 30, 2015 and the next update of the document is due in Summer/Early Fall 2020. The MPO is currently working on the development of the 2050 Metropolitan Transportation Plan.
- **Corridor / Intersection Development – Redevelopment Studies:**
  - » Irene Road & the Jane Addams Memorial Tollway (I-90) interchange location.
  - » US-20 from the Winnebago County line to Genoa Road in Boone County.
  - » Spring Creek Road & the Jane Addams Memorial Tollway (I-90 / I-39) interchange location.
  - » I-39 and Baxter Road interchange location.
  - » IL-2 and US-20 interchange location.
  - » Jefferson Street from East State Street to Kilburn Avenue in the City of Rockford
  - » North Second Street / IL-251 through the City of Loves Park and the Village of Machesney Park
  - » Arterial - Collector Roadway & local roads inventory analysis – to target older commercial areas and surrounding areas. The overall objective is to increase their viability, economic competitiveness and community appeal to facilitate walking and bicycling, thus reducing vehicle miles of travel (VMT) and single – occupant vehicles (SOV) trips.

*Note:* The above are examples of previously identified and ongoing corridor/intersection development needs. Other areas /corridors/intersections will be identified through the continuous transportation planning process with member

organizations and MPO staff will provide technical assistance as needed.

- Incorporate an environmental screening elements (i.e. NEPA table) for projects listed within the updated MPO MTP. The table would include the name of the project, purpose and need, the lead agency primary responsible for the project, other possible participating agencies and agencies that should be consulted with.
- Coordination with the Alternative Transportation Committee (ATC) as well as partner implementation agencies to move forward the recommendations listed within Bicycle & Pedestrian Plan for the Rockford Metropolitan Area and the Coordinated Public Transit-Human Services Transportation Plan. Maintain and amend the plan as needed.
- **Healthy Communities:** Outreach and collaboration with the area's health and university sectors to implement the GREEN strategy (Work Element 2.01). This also includes the update to the regional Greenway Map and Plan for Boone County and Winnebago County and coordination with the RPC Environmental Committee.
- Performance Measures and incorporation of final rule regulations for Metropolitan Transportation Planning as published in the Federal Register (May 27, 2016).
- Integrating land use-based modeling/methodologies in combination with REMI & TDM outputs to assist jurisdictions' future land use and transportation investments and project prioritization. REMI – TDM integration into transportation systems planning and freight movements.
- Update of the regional Management & Operations Plan (M&O) and the Congestion Management Process (CMP).
- **Technical Assistance:** Continue to provide technical assistance to the MPO Policy Committee and Technical Committee members, but also to other governmental, civic/community organizations and the general public as the planning process advances. Reports on technical assistance to various special studies and planning efforts.
- **Rockford Regional Freight Study (RRFS):** In March 2015 a complement sub-area analysis study was done for an intermodal industrial/logistics area (Rockford Global TradePark South) of RFD. Other projects include analysis of the Union Pacific line through the region with particular emphasis regarding service to the Crosslink Business Park in the City of Belvidere. Additional follow-up work is anticipated regarding these identified locations as well as to the overall RRFS.
- **MPO Public Participation Planning Process:** Seek and explore current and new contacts in the MPO Public Participation Plan (PPP) so that the MPO planning process is visible, open and accessible to the general public for review and comments. Continue the use of social media and newsletters for outreach and information purposes.

On the adoption date of this FY 2021 UWP, the RPC MPO should have enough funds budgeted to meet these planning projects. However, if special planning projects that are not included in this FY 2021 UWP are requested for the RPC MPO to initiate, then the MPO might seek and apply for other planning funds available to the urban area, primarily Statewide Research & Planning (SPR) Funds.

## REQUIRED TRANSPORTATION PLANNING DOCUMENTS TO BE MONITORED/UPDATED IN FY 2021:

- FY 2021 Unified Work Program
- Transportation Improvement Program for FY 2021 – 2024, TIP amendments and Annual List of Federally Obligated Projects
- Adoption of the MPO 2050 Metropolitan Transportation Plan
- Performance Measures Targets and integration of transportation performance based planning requirements
- MPO Title VI & Environmental Justice considerations document
- MPO Coordinated Public Transit-Human Services Transportation Plan (HSTP) update
- MPO Bicycle / Pedestrian Plan
- MPO Public Participation Plan
- Transportation System Management & Operations Plan and the Congestion Management Process (M&O)
- Electric Vehicle Infrastructure Readiness Plan & Implementation Plan



Jefferson Street Bridge over Rock River in Rockford, Illinois.

## **PART 7 – SPECIAL CONSIDERATION IN ADMINISTRATION AND PLANNING**

### **INTERGOVERNMENTAL AGREEMENT**

The Federal and State funds referred to in this Work Program will be awarded via Intergovernmental Agreement (IGA) contract between the Illinois Department of Transportation and RPC MPO specified in this Unified Work Program. The terms of that IGA supersede this Work Program and govern the use of all Federal and State transportation planning funds and the procedures for obtaining reimbursements for expenses incurred under the terms of the Agreement and this Work Program.

### **AUDITS**

An audit of all contracts and awards will be prepared to comply with OMB Circular A-102, Attachment P.

### **COST ALLOCATION PLAN**

The cost allocation methodology for FY 2021 will be in accordance with RPC policies and procedures and the same as used and approved in previous years. The RPC MPO will submit those charges for reimbursement that can be defined as eligible costs under the terms and conditions as determined in the Intergovernmental Agreement (IGA) contract between the MPO and IDOT. Charts 1 to 3 display the budget for the RPC MPO for the FY 2021-time period.

### **FUNDING ALLOCATION SUMMARY**

The RPC MPO is the only organization assigned tasks that are funded with FHWA PL and FTA 5305(d) funds. The nine work elements are developed around the PL/5305(d) funds and matching funds from the State of Illinois Metropolitan Planning Funds (SPF). The MPO partner organizations also provide Local Contribution Funds (LC) to address transportation and land use planning elements necessary for the region which surpass the eligibility requirements of the Federal and State sources. Planning projects that stem from this UWP will be carried out under the terms and conditions of the IDOT MPO IGA.

The nine work elements define the overall work that will be performed during the 2021 fiscal year, which covers the metropolitan planning activities under FAST Act / MAP-21. Funding resources are programmed toward developing and maintaining the full certification of the RPC MPO for the Rockford urbanized area and all related planning activities. Recent Federal emphasis encourages the integration of land use planning with transportation planning. Accordingly, all nine transportation planning elements have highway (PL) and transit (5305(d)) aspects as well as state planning funds and local contributions that are equally distributed.

Labor costs are specific personnel costs attributed directly to the nine work elements and toward achieving the goals described in this UWP. Non-labor cost includes rental and maintenance costs, payroll, insurance, audit, telephone, copier, postage, office supplies, travel, education and training, subscriptions, dues, advertising, micro-computers and other office equipment. Chart 2 displays the MPO revenue and expenditures representing information in the required GATA budget template

## **SUBMITTAL OF REIMBURSEMENT REQUESTS**

1. The RPC MPO will summarize all activity / reimbursement requests, prepare the required documentation and submit the requests to IDOT for each of the four-quarters in FY 2021 within a timely fashion following each quarter period.
2. Reimbursements from IDOT are sent to the RPC MPO for each invoice submitted.

## **TITLE VI AND ENVIRONMENTAL JUSTICE**

A significant goal of the MPO is to assure that the delivery of public transportation services and the priority setting for transportation infrastructure improvements does not disproportionately distribute the benefits of these publicly funded activities away from minority persons or groups (racial or ethnic) or persons or groups with low income or economic status. Conversely, these efforts also seek to assure that the adverse or detrimental consequences of transportation services or improvements are not disproportionately burdened upon minorities or low-income persons or groups.

To maintain progress toward this goal, the MPO has monitored the delivery of public transportation services, the implementation of transportation improvement projects, and conducted transportation planning activities. With regard to public transit, this work was performed under specific long-standing guidance issued by the FTA and FHWA. With regard to improvement project prioritization and planning MPO techniques have involved the assessment of where work was being planned or programmed in comparison to the spatial demographics of the community.

The MPO examines the benefits and burdens of transportation investments using Geographic Information Systems by overlaying current and proposed projects with datasets such as demographics, density, access to transit, and several others. The Alternative Transportation Committee also includes representatives that provide the MPO substantial input on the mobility and accessibility needs of low income and transit dependent populations as well as the needs of elderly and disabled persons. Furthermore, a Limited English Proficiency (LEP) plan has been developed and is currently being implemented to assist those persons with language barriers.

The FTA and FHWA have issued guidance for both Title VI and Environmental Justice planning documents. The requirements have been set with the release of FTA Circular 4702.1B (Title VI/ effective October 1, 2012) and FTA Circular 4703.1 (Environmental Justice/ effective August 15, 2012). Requirements are reflected for both the MPO and RMTD through the updated Title VI and Environmental Justice documents for each respective organization.

The more recent assessment of roadway improvements and the overall planning process was conducted in FY 2019. The current Title VI and Environmental Justice report relating to the Transportation Planning and Transportation Improvements in the Rockford Metropolitan Area (MPO Title VI & EJ document) was adopted by the MPO Policy Committee and submitted to FHWA, FTA and IDOT on February 28, 2019. The assessment considered both minority and environmental justice and concluded that both the planning process and the priority setting for transportation improvements did not disproportionately impact nor neglect minorities and/or low-income groups or persons in the planning area, especially with respect to expenditures of Federal funds. This conclusion is supported by examination of demographic data through development of regional thresholds for Traditionally Underserved Populations (TUP) (i.e. low-income, racial/ethnic minorities, LEP, elderly, and zero

car households) and comparing that information to where transportation projects utilizing Federal and / or State funds have been geographically located. Through this analysis, it was determined that of the planned total amount of \$320,055,499 for FY2019-2022, 80% of the funds are used in census block groups that have reached at least one of the thresholds. The MPO will continue to monitor the expenditure of Federal and State funds relating to transportation improvements as they correlate to geographic locations of traditionally underserved populations within the MPO Metropolitan Planning Area.

Prior to the development and adoption of the 2019 MPO Title VI and Environmental Justice document and at the request of the FHWA and FTA, the MPO provided status update letters regarding the current state of the Title VI and Environmental Justice documents for both the MPO and the RMTD. These letters described the current state of the Title VI and EJ analysis process, annual self-certification process, and status of each agencies compliance as a result of recent FTA Triennial reviews (RMTD) and joint FHWA/FTA Federal Certification reviews (MPO). Both RMTD and the MPO were found to be in compliance with regulations pertaining to Title VI and EJ as there were no findings or corrective actions issued for either agency. Below is a listing of the updates that were submitted to both FHWA and FTA.

1. The report entitled, "Title VI & Environmental Justice of the Public Transit Services provided by the Rockford Mass Transit District in the Rockford Urbanized Area", March 2004, as prepared by RATS
2. The letter dated March 29, 2007, regarding "Title VI and Environmental Justice Assessment for the Rockford Mass Transit District" addressed to Dwight B. Sinks, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Gary McIntyre (RATS)
3. The letter dated March 27, 2008, regarding "Title VI and Environmental Justice Update for the Rockford Mass Transit District Reporting Requirements", addressed to Dwight B. Sinks, Civil Rights Officer, US DOT /Federal Transit Administration / Region V, from Jon Paul Diipla (RATS)
4. The letter dated June 20, 2011, regarding "Title VI and Environmental Justice for the Rockford Mass Transit District Status Report", addressed to Donald Allen, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Jon Paul Diipla (RMAP)
5. The letter dated June 20, 2011, regarding "Title VI and Environmental Justice for the Rockford Metropolitan Agency for Planning Status Report", addressed to John Donovan, Metropolitan Planning Specialist, US DOT / Federal Highway Administration, from Jon Paul Diipla (RMAP)
6. The report entitled, "Title VI Program and Environmental Justice Assessment 2014-2017" provided by the Rockford Mass Transit District in the Rockford Urbanized Area, March 2014, as prepared by RMAP.
7. The report entitled, "Title VI & Environmental Justice Considerations", September 24th, 2015, as prepared by RMAP.
8. The report entitled, "Title VI Program and Environmental Justice Assessment 2018-2020" provided by the Rockford Mass Transit District in the Rockford Urbanized Area, June 2017, as prepared by the RPC MPO.



Rockford Mass Transit District Bus at Rock Valley College Campus, Rockford, Illinois.

## PART 8 – PUBLIC COMMENTS

The draft version of the MPO FY 2021 UWP was distributed to the MPO Policy Committee and MPO Technical Committee and made available on the RPC website on March 30th, 2020. Public comment period for the MPO FY 2021 UWP was from March 30<sup>th</sup>, 2020 until May 8<sup>th</sup>, 2020.

### Comments should be directed to:

Jon Paul Dipla, AICP  
Director of Regional Planning  
Region 1 Planning Council  
127 North Wyman Street, 1<sup>st</sup> Floor  
Rockford, IL 61101  
Telephone: 815-319-4183  
E-mail: [jpdiipla@r1planning.org](mailto:jpdiipla@r1planning.org)

No public comment regarding the FY 2021 UWP was submitted to the MPO during the March 30, 2020 - May 8, 2020 public comment period.

Grammatical and technical modifications were made as edits to the March 30, 2020 draft document.

**THIS PAGE INTENTIONALLY LEFT BLANK.**

# Appendices

- APPENDIX A: FUNDS & BUDGET FOR FY2021 .....32**
  - Chart 1 - Funding Summary ..... 33
  - Chart 2 - MPO Revenues & Expenditures; GATA Uniform Budget Template ..... 33
  - Figure 1 - MPO Funding by Organization ..... 34
  - Chart 3 - MPO Budget by Work Element ..... 35
  
- APPENDIX B: MPO DOCUMENTATION .....36**
  - RPC MPO Resolution 2020-4: Adoption of the FY 2021 Unified Work Program ..... 36
  - RPC MPO Metropolitan Transportation Planning Process Certification ..... 36
  
- APPENDIX C: ABBREVIATIONS & ACRONYMS .....37**
  
- APPENDIX D: ORGANIZATIONAL STRUCTURE .....38**
  - Figure 2 - Region 1 Planning Council Governance Structure ..... 38
  - Figure 3 - MPO Organizational Structure ..... 39

## APPENDIX A:

As reference throughout this MPO FY 2021 UWP, this section displays the tables related to planning funds that the MPO receives to perform the 3-C transportation planning process and related planning activities.

**Chart 1 – MPO Funding Summary**

| MPO: Funding Categories                       |                       |
|---|-----------------------|
| Source  | Amount                |
| Federal Funds (FHWA-PL & FTA 5305(d))         | \$747,588.60          |
| State Planning Funds (match to Federal Funds) | \$187,211.00          |
| Federal & State Funds Subtotal                | \$934,799.60          |
| Local Government Agency Contributions         | \$148,594.00          |
| <b>Total Transportation Planning Funds</b>    | <b>\$1,083,393.60</b> |

**Chart 2 – FY 2021 MPO Revenues and Expenditures**

| Revenues & Expenditures            |                                   |                         |
|------------------------------------|-----------------------------------|-------------------------|
| MPO Revenues                       |                                   | Federal & State Revenue |
| State of Illinois, FHWA, FTA       |                                   | \$934,799.60            |
| OMB Uniform Guidance               |                                   |                         |
| MPO Budget Expenditure Categories  | Federal Award Reference 2 CFR 200 | Total Expenditures      |
| Personnel (Salaries & Wages)       | 200.430                           | \$506,722.23            |
| Fringe Benefits                    | 200.431                           | \$203,712.60            |
| Travel                             | 200.474                           | \$11,335.00             |
| Equipment                          | 200.439                           | \$1,650.00              |
| Supplies                           | 200.94                            | \$4,927.43              |
| Contractual Services & Subawards   | 200.318 & 200.92                  | \$26,906.89             |
| Consultant (Professional Services) | 200.459                           | \$32,057.62             |
| Construction                       | -                                 | \$0.00                  |
| Occupancy (Rent & Utilities)       | 200.465                           | \$54,900.00             |
| Research and Development (R&D)     | 200.87                            | \$0.00                  |
| Telecommunications                 | -                                 | \$1,416.54              |
| Training and Education             | 200.472                           | \$6,000.00              |
| Direct Administrative Costs        | 200.413 c                         | \$0.00                  |
| Miscellaneous Costs                | -                                 | \$4,256.00              |
| (A) Grant Exclusive Line Item(s)   | -                                 | -                       |
| (B) Grant Exclusive Line Item(s)   | -                                 | -                       |
| Total Direct Costs                 | 200.413                           | \$853,884.31            |
| Total Indirect Costs               | 200.414                           | \$80,915.29             |
| <b>Total</b>                       | <b>-</b>                          | <b>\$934,799.60</b>     |

Figure 1 - RPC MPO Funding Sources

TOTAL FUNDS: \$ 1,083,393.60

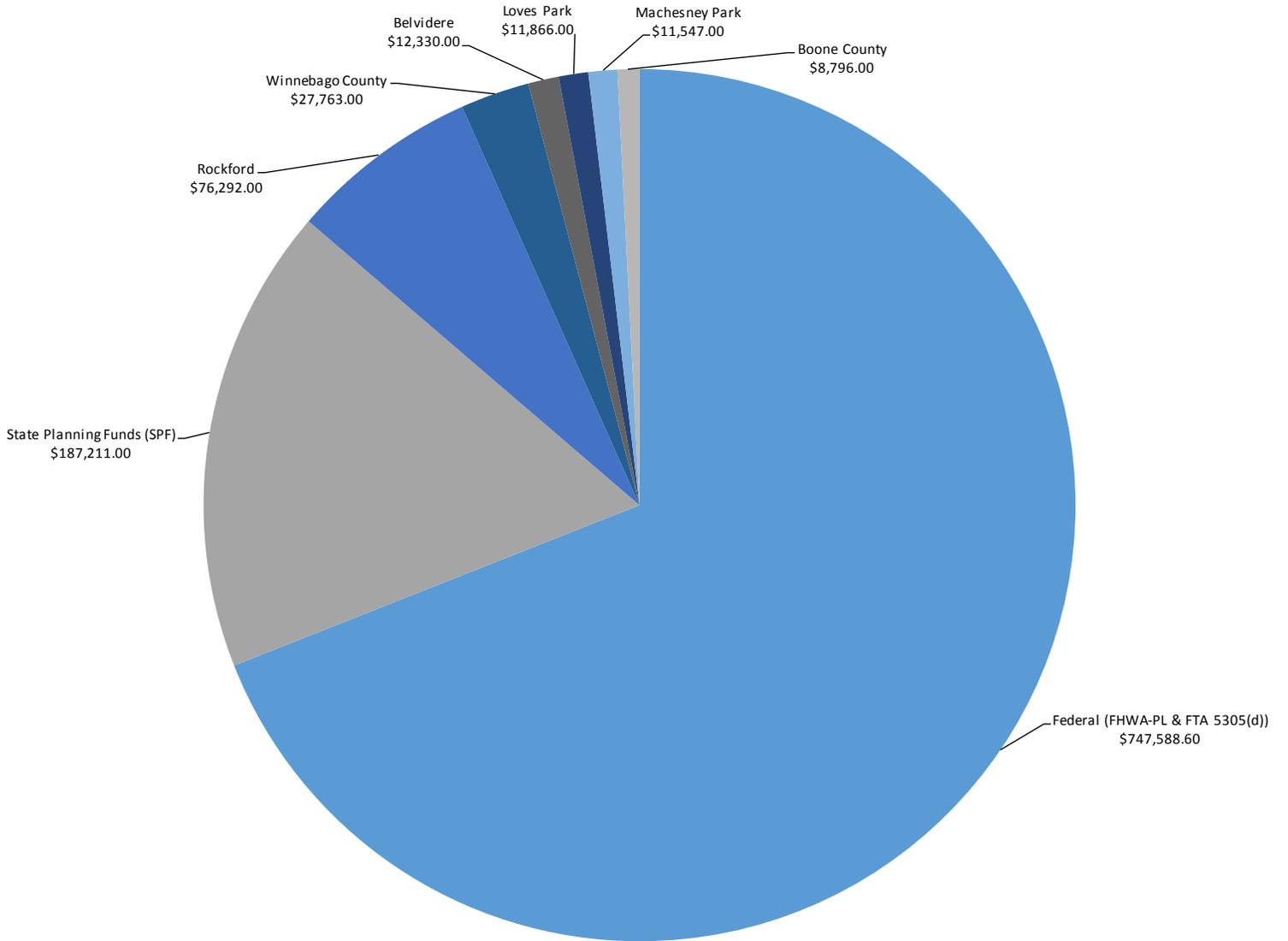


Chart 3 – MPO Work Elements by Federal, State, and Local Funding Sources:

| R1PC MPO FY 2021 UWP |  |                     |                      |                      |                    |
|----------------------|--|---------------------|----------------------|----------------------|--------------------|
| MPO Work Element     |  | Work Element Budget | Federal (FHWA & FTA) | SPF / match: Federal | Local Contribution |
|                      |  |                     | \$747,588.60         | \$187,211.00         | \$148,594.00       |
| 1                    | Unified Work Program (UWP)   | \$40,000.00         | \$27,601.74          | \$6,912.02           | \$5,486.24         |
| 2                    | Technical assistance (TA) – Overall Subtotal:                                      | \$140,000.00        | \$96,606.07          | \$24,192.08          | \$19,201.85        |
| 2.1                  | Greenways Planning / Environmental / NEPA / Corridor Analysis – Watershed Planning | \$20,000.00         |                      |                      |                    |
| 2.2                  | Corridor Analysis, Economic and Traffic Simulation Modeling Assistance             | \$30,000.00         |                      |                      |                    |
| 2.3                  | MPO Alternative Transportation Planning  | \$32,000.00         |                      |                      |                    |
| 2.4                  | MPO internal mapping operations  | \$8,000.00          |                      |                      |                    |
| 2.5                  | RMTD and Regional Public Transit Initiatives                                       | \$50,000.00         |                      |                      |                    |
| 3                    | Administration (AD)  | \$270,000.00        | \$186,311.71         | \$46,656.15          | \$37,032.14        |
| 4                    | Public Participation (PP)  | \$80,000.00         | \$55,203.48          | \$13,824.04          | \$10,972.48        |
| 5                    | Transportation and Economic Data Forecasting (TDF)                                 | \$95,000.00         | \$65,554.12          | \$16,416.05          | \$13,029.83        |
| 6                    | Land Use-Planning, Data Collection, Title VI & EJ (LUPDC)                          | \$100,000.00        | \$69,004.34          | \$17,280.05          | \$13,715.61        |
| 7                    | Transportation Improvement Program (TIP)   | \$60,000.00         | \$41,402.61          | \$10,368.03          | \$8,229.36         |
| 8                    | Safety, Congestion Management, Transportation System Planning (SCMTSP)             | \$105,000.00        | \$72,454.55          | \$18,144.06          | \$14,401.39        |
| 9                    | Metropolitan Transportation Plan (MTP)   | \$193,393.60        | \$133,449.98         | \$33,418.52          | \$26,525.10        |
|                      | TOTAL  | \$1,083,393.60      | \$747,588.60         | \$187,211.00         | \$148,594.00       |

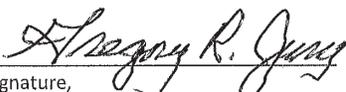
# APPENDIX B: MPO POLICY COMMITTEE RESOLUTION AND MPO SELF-CERTIFICATION

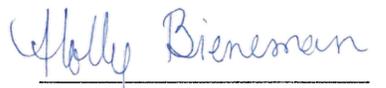
## Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 (b), the planning process in the Rockford Metropolitan Planning Area was certified by USDOT – FHWA – FTA on **June 08, 2020** subject to the resolution of two corrective actions related to the administration of the Surface Transportation Block Grant program.

In accordance with 23 CFR 450.334, the Illinois Department of Transportation and the Region 1 Planning Council Metropolitan Planning Organization for the Rockford metropolitan planning area hereby certify the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450 subpart C;
2. (Only applicable to nonattainment and maintenance areas) Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21; Executive Order 13166 (Limited English Proficiency) and Executive Order 12898 (Environmental Justice);
4. 49 U.S.C. 5332, Section 324 of title 23 U.S.C. and the Older Americans Act (as amended 42 U.S.C. 6101) prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101 (b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provision of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37 and 38, and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) regarding discrimination against individuals with disabilities.

  
Signature,  
Mayor of the City of Loves Park,  
Chairman – MPO Policy Committee or  
Other Authorized Representative of the  
Region 1 Planning Council MPO  
June 19, 2020

  
Signature,  
Bureau Chief, Urban Program Planning  
Illinois Department of Transportation or  
other Authorized Representative of the  
Illinois Department of Transportation  
Dated: **July 8, 2020**



## APPENDIX C: ABBREVIATIONS AND ACRONYMS

|                       |  |
|-----------------------|--|
| ADA.....              | Americans with Disabilities Act  |
| 3-C .....             | Continuing, Cooperative and Comprehensive Transportation Planning Process          |
| CM .....              | Congestion Management  |
| DBE .....             | Disadvantaged Business Enterprise  |
| EDD.....              | Economic Development District  |
| EPA.....              | Environmental Protection Agency  |
| FAST Act.....         | Fixing America’s Surface Transportation Act  |
| FHWA.....             | Federal Highway Administration   |
| FTA.....              | Federal Transit Administration   |
| GIS .....             | Geographic Information system  |
| HSTP .....            | Coordinated Public Transit – Human Services Transportation Plan                    |
| HUD .....             | Housing & Urban Development  |
| IDOT.....             | Illinois Department of Transportation  |
| LRTP.....             | Long Range Transportation Plan   |
| MAP - 21.....         | Moving Ahead for Progress in the 21st Century Act                                  |
| MPA .....             | Rockford Metropolitan Planning Area  |
| MPO .....             | Metropolitan Planning Organization   |
| MTP .....             | Metropolitan Transportation Plan   |
| PEA .....             | Planning Emphasis Areas  |
| PL – Funds .....      | Planning Funds Provided through the FHWA   |
| PPP .....             | Public Participation Plan  |
| PTMS .....            | Public Transit Management System   |
| RATS.....             | Rockford Area Transportation Study (the previous name of Rockford MPO)             |
| REMI .....            | Regional Economic Models, Inc.   |
| RMAP.....             | Rockford Metropolitan Agency for Planning (previous name of the Rockford MPO)      |
| RPC .....             | Regional Planning Council  |
| SHSP .....            | Strategic Highway Safety Plan  |
| SPR.....              | State Planning and Research Planning Funds (Federal)                               |
| SAFETEA-LU .....      | Safe Accountable Flexible & Efficient Transportation Equity Act: A Legacy of Users |
| TDM.....              | Transportation Demand Model  |
| TIP.....              | Transportation Improvement Program   |
| TSM .....             | Transportation System Management   |
| TMA.....              | Transportation Management Area   |
| UWP .....             | Unified Work Program   |
| Win GIS.....          | Winnebago County Geographic Information System                                     |
| 5305(d) – funds ..... | Planning funds provided through the FTA  |
| 5307 – funds.....     | FTA – Urban Area formula funds   |
| 5309 – funds.....     | FTA – Capital discretionary funds for Bus & Bus related facilities and new starts  |
| 5310 – funds.....     | FTA – Enhanced Mobility of Seniors & Individuals with Disabilities                 |
| 5339 – funds.....     | FTA – Bus and Bus Facilities Program   |

# APPENDIX D: RPC AND MPO ORGANIZATIONAL STRUCTURE

Figure 2 – Region 1 Planning Council (RPC) Governance Structure

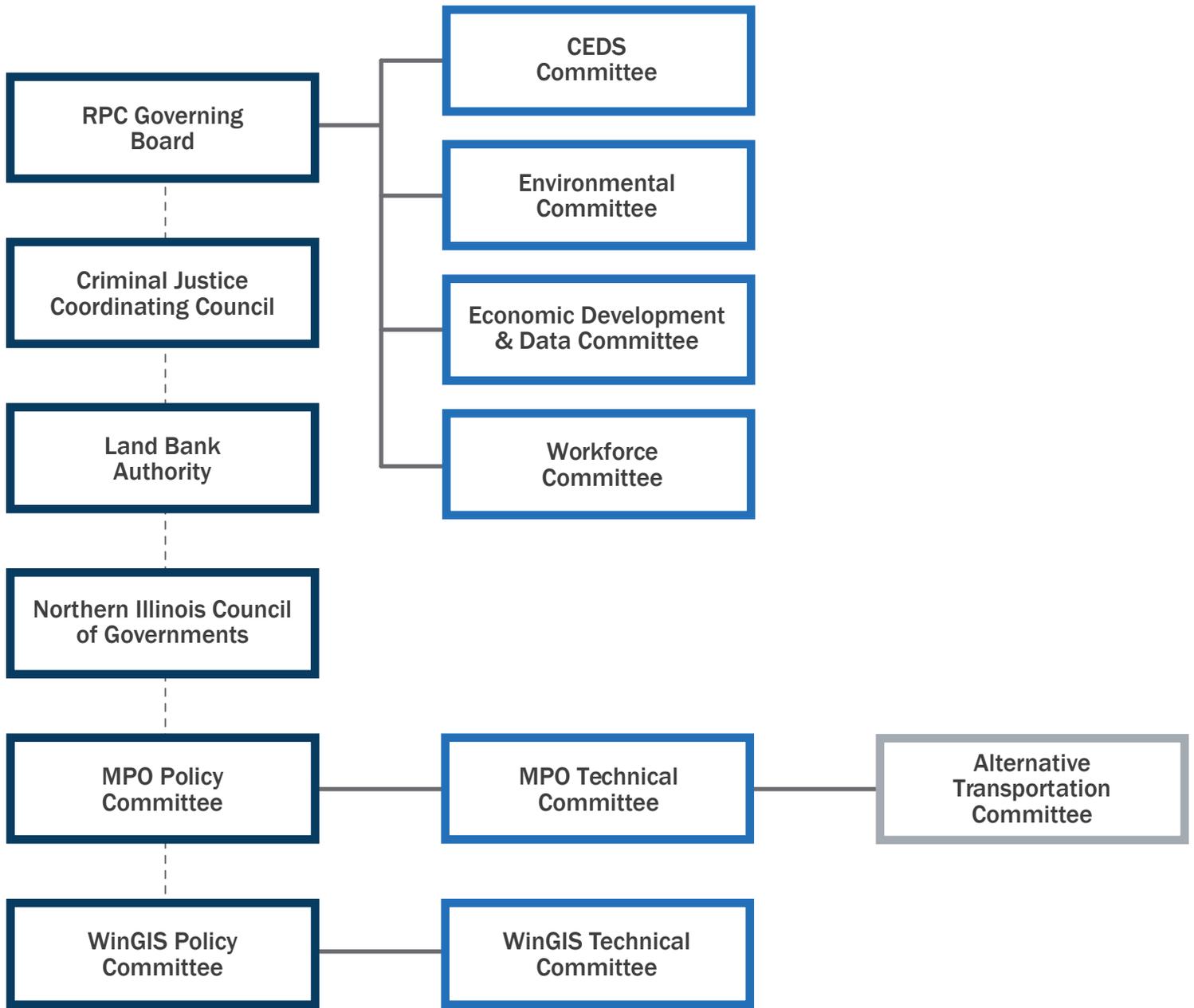
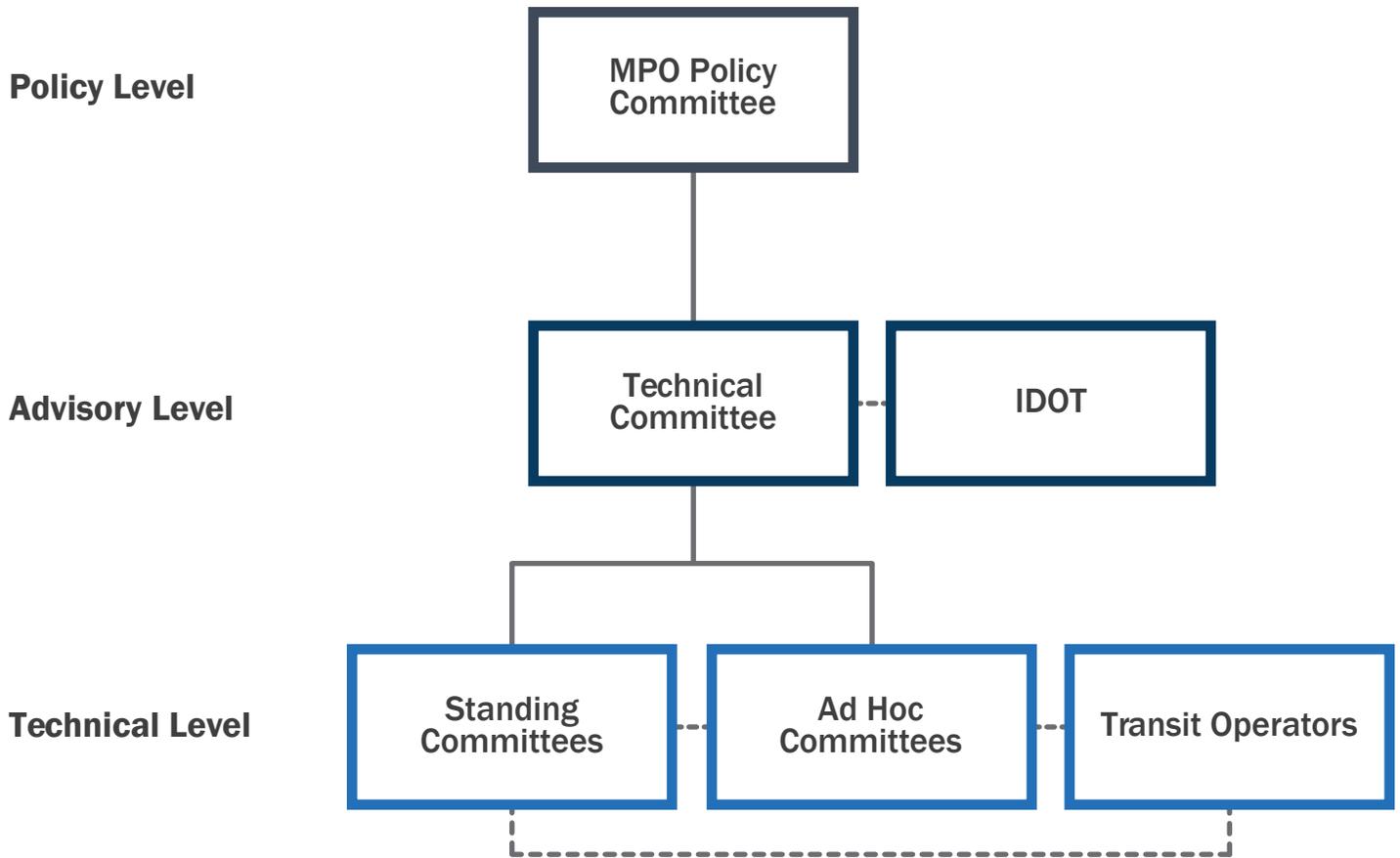


Figure 3 - Metropolitan Planning Organization Structure



**THIS PAGE INTENTIONALLY LEFT BLANK.**

## ONLINE RESOURCES

Previous Unified Work Programs  
<http://www.r1planning.org>



COLLABORATIVE PLANNING FOR NORTHERN ILLINOIS

127 N Wyman St, 1st Floor, Rockford, IL 61101 | 815-319-4180 | [info@r1planning.org](mailto:info@r1planning.org)  
[www.r1planning.org](http://www.r1planning.org)