

Small Urban and Rural Transportation Planning  
Program Proposal  
FY 2021

Traffic Counting and Planning Support for:

Carroll County  
Delphi  
Camden  
Flora  
and  
INDOT

Submitted by:

The Area Plan Commission  
of Tippecanoe County

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## Objectives

The Area Plan Commission of Tippecanoe County (APCTC), in its capacity as MPO and RTPO to Carroll County, proposes to continue the partnership with INDOT that began in FY 2007 through some of the **Core Planning Activities** of the Small Urban and Rural Transportation Planning Assistance Program.

As part of the **Core Planning Activities**, APCTC will provide the following:

- Designing a portion of a 3-year traffic count program, which will support the **Rural Traffic Count Program** for Carroll County.
- Traffic count quality control in support of the **Rural Traffic Count Program** for Carroll County and the towns of Delphi, Camden and Flora (collectively referred to as Carroll County in this document).
- Traffic counter replacement program to purchase new traffic counters as replacements for older counters that no longer function correctly, and replenish counting supplies as needed to sustain the count program. The ongoing counter purchase schedule will replace counters originally purchased in 2014.
- Assistance to Carroll County as part of the **Planning Support to Local Governments**. This may include, but not be limited to: truck freight routing analysis, mid-to-long range planning, project development, Red Flag Analysis, Title VI and ADA consultation and assistance, and support to its Technical and Administrative Committees.
- GIS information for traffic count locations and road segments.
- Crash data review, locational accuracy and quality control.
- Speed studies, at the request of local government agencies or law enforcement agencies.
- Quarterly project tracking.

## Core Planning Activities

### 511C.1 Rural Traffic Count Program

#### Justification and Scope

In cooperation with INDOT and Carroll County, the APCTC will continue to implement the Comprehensive Traffic Count Plan. It is anticipated that 65 locations will be counted in FY 2021. All traffic counts will follow the *Indiana Department of Transportation Traffic Counting Standards* and the *Activity Guide for Rural Transportation Planning Program*. Counts will be completed before the end of FY 2021, approved by the Carroll County Highway Engineer and APCTC, and submitted to INDOT.

This year continues the three-year count cycle. All previous count locations and road segments have been georeferenced. Administrative time will be required to coordinate with INDOT District and Traffic Count Coordinator, Carroll County engineer and sheriff, the Town of Delphi, download counts, process and check quality of the data, update data tables, create maps, and distribute the information to INDOT and Carroll County.

APCTC is continuing the traffic counter replacement cycle needed to sustain the count program. Four (4) counters will be purchased this year as a replacement for older counters that no longer function correctly. Traffic counting supplies (including but not limited to: tubes, nails, spikes, plugs, splicers and grips) will also be purchased to sustain the count program.

#### Maximum Allowable Costs

Collecting traffic count information outside the APCTC's home county is reimbursed by INDOT at \$155 per traffic count. The cost to conduct the traffic counting activity and administrative processing costs at an estimated 60 Full Time Equivalent (FTE) hours is shown below.

Total Counts	65			
Rate	\$155/count (80%)	Total	INDOT	Local
		\$10,075.00	\$8,060.00	\$2,015.00
Admin. Processing (60 FTE hours, 80%)		Total	INDOT	Local
		\$3,168.67	\$2,534.94	\$633.73

The purchase of traffic counting equipment is eligible for reimbursement under INDOT's Rural Planning Program. The estimated cost of the equipment and administration is shown below.

	Total	INDOT	Local
Four traffic counters purchase & repair	\$5,600.00	\$4,480.00	\$1,120.00
Supplies	\$600.00	\$480.00	\$120.00
Total	\$6,200.00	\$4,960.00	\$1,240.00
Admin. Processing (8 FTE hours, 80%)	Total	INDOT	Local
	\$559.32	\$447.46	\$111.86
<b>Total for Rural Count Program</b>	<b>\$20,002.99</b>	<b>\$16,002.39</b>	<b>\$4,000.60</b>

## 511C.2 Planning Support to Local Governments

### Justification and Scope

The APCTC will continue to provide transportation planning assistance to all participating jurisdictions within Carroll County. The formal Technical and Administrative Committee structures, established in FY 2011, will continue to ensure local technical and elected official input into the planning effort. The emphasis will be on coordinating projects and providing information and analysis that support data driven safety and transportation decision making. APCTC will provide planning assistance including but not limited to the following:

- Truck Freight Routing Analysis
- Assist LPAs with Title VI and ADA compliance issues
- A comprehensive long-range plan of needed transportation improvements
- Assist the LPAs with project development, including Community Crossings grants and Asset Management Plans
- Red Flag Analysis on potential LPA projects
- Create agendas, prepare presentations, attend meetings, prepare minutes and support the Technical and Administrative Committees
- Special studies as requested by law enforcement or local government agencies.

At the end of the program year, a report of activities performed, copies of data collected, and any products will be submitted to INDOT.

### Maximum Allowable Costs

Staff time will be required to support the committees' activity, prepare documents for and keep records of committee work, work on a long-range transportation plan, and provide planning assistance when needed.

	Total	INDOT	Local
Planning Support (186 FTE hours, 80%)	\$11,618.26	\$9,294.61	\$2,323.65
<b>Total for Planning Support to Local Government</b>	<b>\$11,618.26</b>	<b>\$9,294.61</b>	<b>\$2,323.65</b>

## 511C.3 Planning Support to INDOT (Central Office and Districts)

APCTC proposes to assist INDOT Central Office with the review of ARIES crash data. The MPO has a long history of checking and improving the accuracy of and analyzing crash data. We will download the data, make any necessary corrections to each crash location and update our inventory and analysis of crash information. Additionally, a three-year crash report will be produced that summarizes and analyzes crash data trends in the county. At the end of the program year, a report of activities performed, copies of data collected, and any products will be submitted to INDOT.

	Total	INDOT/Fed	Local
Crash Data Review and Analysis (117 FTE hours, 80%)	\$6,215.92	\$4,972.74	\$1,243.18

When Carroll County or its jurisdictions have projects that are part of the LPA process, APCTC assists the INDOT District by helping support the LPA’s quarterly project tracking.

	Total	INDOT/Fed	Local
Quarterly Project Tracking (12 FTE hours, 80%)	\$838.97	\$671.18	\$167.79
<b>Total Planning Support to INDOT</b>	<b>\$7,054.89</b>	<b>\$5,643.91</b>	<b>\$1,410.98</b>

### Conformance to Program Requirements

- The APCTC’s Cost Allocation Plan (CAP) is in the FY 2021-2022 Unified Planning Work Program.
- The APCTC has an existing Memorandum of Understanding with the appropriate jurisdictions to conduct the transportation planning program.
- Quarterly progress reports and billings will be submitted to INDOT as part of the MPO’s UPWP periodic PL billing. All data generated by these activities will be shared with INDOT and the respective jurisdictions.

### Financial Summary

		Total	INDOT/Fed	Local
<b>Core Planning Activities</b>				
511C.1	Rural Traffic Count Program:			
	Counts	\$10,075.00	\$8,060.00	\$2,015.00
	Administrative Processing	\$3,168.67	\$2,534.94	\$633.73
	Purchase Counters	\$6,200.00	\$4,960.00	\$1,240.00
	Administrative Processing	\$559.32	\$447.46	\$111.86
	<b>Subtotal</b>	<b>\$20,002.99</b>	<b>\$16,002.39</b>	<b>\$4,000.60</b>
511C.2	Planning Support to Local Government	\$11,618.26	\$9,294.61	\$2,323.65
	<b>Subtotal</b>	<b>\$11,618.26</b>	<b>\$9,294.61</b>	<b>\$2,323.65</b>
511C.3	Planning Support to INDOT			
	Crash Data Review and Analysis	\$6,215.92	\$4,972.74	\$1,243.18
	Quarterly Project Tracking	\$838.97	\$671.18	\$167.79
	<b>Subtotal</b>	<b>\$7,054.89</b>	<b>\$5,643.91</b>	<b>\$1,410.98</b>
	<b>Contract Total</b>	<b>\$38,676.14</b>	<b>\$30,940.91</b>	<b>\$7,735.23</b>