

BACKGROUND AND REQUEST:

The FY 2021 & 2022 UPWP was adopted on April 8, 2021. FY 2021 ended on June 30, 2021. After completing the billing for FY 2021, the Area Plan Commission of Tippecanoe County still has a balance of \$291,185.10 remaining in the FY 2021 Purchase Order (PO # 20044229). The Area Plan Commission is proposing a revision to the FY 2022 portion of the FY 2021 & 2022 UPWP. The additional balance of \$291,185.10 will be re-allocated to different work elements in the UPWP. The justification for re-allocating this balance is listed below for each work element with a proposed increase, and the updated balances are shown in the attached table.

141: Additional staff training. Staff has a professional engineer, and two other staff members with an engineering background and the potential to pursue professional engineering licensure. These and other staff members would benefit from an increased budget for attending conferences and web-based training. Currently, staff is looking to expand their expertise in the areas of ADA compliance and environmental resilience/sustainability.

511.4: Staff has started to partner with the incorporated towns in Tippecanoe County. Staff plans to evaluate their ADA transition plans. Once the existing plans have been evaluated, a consultant may be brought in to help update the transition plans.

521: Sidewalk condition inventory. Staff has started work on rating existing sidewalks in the incorporated towns in Tippecanoe County. The data collected will be used to create a database, which will be periodically updated.

531: Asset Management Planning. Staff can partner with the incorporated towns to develop more detailed asset management plans. A consultant may be hired to perform a substantial amount of this work, with staff coordinating with the consultant and representatives from the incorporated towns.

532.7: Staff is working with both the City of Lafayette and Tippecanoe County on two different road safety audits. This includes significant safety data analysis.

533: Partner with CityBus on planning projects. Potential projects include conducting a survey with businesses to figure out how to better serve their employees with transit and continuing work on evaluating bus stop amenities.

541: Thoroughfare Plan. Staff is finishing updates to the Thoroughfare Plan. This involves coordination with stakeholders and other government entities. Once coordination is completed with those entities, the public involvement process will start. This coordination will require significant staff time.

545: **Note: Because this category has the largest amount of funding re-allocated to it, the funding is broken down into sub items, as shown below.**

545.1: Metropolitan Transportation Plan. Staff is working to develop our 2050 MTP. This plan includes an increased emphasis on environmental resilience/sustainability. Because that has not been an area of emphasis in previous transportation plans, staff will require substantial time to research and create this section. Additionally, staff will need to collect new data to track performance measures in the 2050 MTP, which will require coordination with other government entities. Staff will also need to build and maintain databases to track this data.

545.5: Bicycle and pedestrian planning studies for small towns. Representatives from different incorporated towns in Tippecanoe County have approached staff asking about planning for future trails in their towns. This includes people from the towns of Stockwell, Battleground, and Clarks Hill. A consultant will be hired for this work, with some staff time also needed for coordination with the consultant.

545.7: Additional funding for PEL Study. Tippecanoe County has partnered with INDOT on a PEL study about connectivity in Tippecanoe County. This study has been one of the first PEL studies that the Crawfordsville District has done, and the initial funding allocated to this study was not enough. More funding is being added to this item in anticipation of future potential cost increases.

612: Additional Public Outreach. Staff plans to continue to make efforts to reach out to traditionally underserved populations in the planning process. The additional funding can be used to purchase the necessary supplies to create both physical displays and digital outreach methods to reach out to the public. A consultant may be hired to assist with the digital outreach.

Element	Total PL/5303 FY 2022	Additional PL/5303 (Roll- over from FY 2021)	New Total PL/5303	SPR Rural Planning & State Match
141	\$10,381.00	\$20,000.00	\$30,381.00	
141 CL	\$5,600.00		\$5,600.00	
142	\$28,762.00		\$28,762.00	
142 CL	\$52,000.00		\$52,000.00	
183	\$1,571.00		\$1,571.00	
100 Series Subtotal	\$98,314.00		\$118,314.00	
511	\$7,190.00	\$20,000.00	\$27,190.00	
511-R				0.00
511C				\$17,869.00
511C EQ				\$4,960.00
511C TC				\$8,060.00
515	\$30,952.00		\$30,952.00	
517	\$2,876.00		\$2,876.00	
521	\$14,381.00	\$20,000.00	\$34,381.00	
524	\$2,876.00		\$2,876.00	
525	\$431.00		\$431.00	
531	\$31,904.00	\$15,000.00	\$46,904.00	
531 CL	\$3,200.00		\$3,200.00	
532	\$11,571.00		\$11,571.00	
532.7	\$30,333.00	\$40,000.00	\$70,333.00	
533	\$2,157.00	\$6,185.10	\$8,342.10	
534	\$14,381.00		\$14,381.00	
536	0.00		0.00	
538	\$17,257.00		\$17,257.00	
539	0.00		0.00	
541	\$39,416.00	\$10,000.00	\$49,416.00	
545	\$20,399.00	\$150,000.00	\$170,399.00	
545 CL	\$2,400.00		\$2,400.00	
500 Series Subtotal	\$231,725.00		\$492,909.10	
612	\$8,628.00	\$10,000.00	\$18,628.00	
600 Series Subtotal	\$8,628.00		\$18,628.00	
PL TOTALS	\$338,667.00		\$629,851.10	\$30,889.00

STAFF RECOMMENDATION:

Approve Resolution T-22-01, Amendment to the FY 2021 & 2022 UPWP (Purchase Order Roll-Over).

Resolution T-22-01

RESOLUTION TO AMEND THE FY 2021 & 2022
UNIFIED PLANNING WORK PROGRAM (PURCHASE ORDER ROLL-OVER)

WHEREAS, the Area Plan Commission of Tippecanoe County (APC) in its capacity as the Metropolitan Planning Organization (MPO) is responsible for transportation planning in Tippecanoe County, and

WHEREAS, the Area Plan Commission of Tippecanoe County, in its capacity as the MPO, is responsible for developing and maintaining the Unified Planning Work Program, and

WHEREAS, an unexpended balance of \$291,185.10 exists in the FY 2021 Purchase Order, and

WHEREAS, the Area Plan Commission of Tippecanoe County has provided an explanation of the planning activities that this unexpended balance will be spent on, and

WHEREAS, the attached table will be the updated funding table for the FY 2021 & 2022 UPWP, and

NOW THEREFORE BE IT RESOLVED, that the Policy Board of the Metropolitan Planning Organization does hereby adopt this amendment to the FY 2021 & 2022 Unified Planning Work Program.

ADOPTED on Thursday, the 13th of January 2022.

Tony Roswarski
President

David Hittle
Secretary