

Program Review

Federal Highway
Administration

Federal Transit
Administration

INDOT



Certification Review of the Indianapolis Transportation Planning Process

October 2014

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Executive Summary

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted a Certification Review of the transportation planning process for the Indianapolis Metropolitan Planning Area (MPA; see Appendix 1). The review included a desk audit of planning documents in addition to an on-site visit and public meeting at the Indianapolis City-County Building on August 19, 2014. FHWA and FTA are required to jointly review and evaluate the transportation planning process for each urbanized area (UZA) over 200,000 in population at least every four years to determine if the process meets the Federal planning requirements.

The Indianapolis Metropolitan Planning Organization (IMPO), in partnership with the Indiana Department of Transportation (INDOT), Indianapolis Public Transit Corporation (IndyGo), and Central Indiana Regional Transportation District (CIRTA) are responsible for surface transportation planning in all or portions of Marion, Shelby, Johnson, Morgan, Hendricks, Boone, Hamilton, and Hancock Counties in Central Indiana. The purpose of this Certification Review is to ensure the planning process satisfactorily addresses the Federal planning requirements, make recommendations regarding how the process might be enhanced, and identify best practices to share with other MPOs.

The Review Team did not identify any corrective actions. The review team recommends the MPO seriously consider the following action items for implementation:

Recommendation 1: In accordance with guidance under development by FHWA and FTA pursuant to MAP-21, IMPO, INDOT, IndyGo and CIRTA should coordinate as appropriate in developing asset management systems for pavement, bridges, and transit. The planning partners should collect data and set targets to measure progress for the following core performance measures: pavement condition; transit state of good repair; highway safety; transit safety; traffic congestion; emissions; and freight movement.

Recommendation 2: It is recommended that the MPO reevaluate its procedures for selecting and rating major capital investment projects in the MTP. The chosen methodology should more transparently demonstrate inclusion of the CMP and consideration of comprehensive/ conventional benefit-cost analysis on a project-level basis.

Recommendation 3: It is recommended that thorough and transparent scenario planning is integrated into the forthcoming update of the MTP by considering land use and transportation alternatives. Selection of the preferred scenario should be based on targeted improvements to baseline conditions for the performance measures identified in MAP-21 and forthcoming rulemaking. The planning partners are also encouraged to base the preferred scenario on improvements in comprehensive locally-determined metrics that address the planning factors at 23 CFR 450.306(a) and the Partnership for Sustainable Communities (PSC) goals/objectives.

Recommendation 4: The MTP does not have estimates of costs reasonably expected for public transportation pursuant to 23 CFR 450.322(10)(i). Documentation needs to be improved to demonstrate fiscal constraint and sufficient resources to adequately operate service so that the analysis is transparent to the public.

Recommendation 5 – It is recommended that IMPO and INDOT transparently evaluate corridor-level congestion pricing in addition to system-wide vehicle miles travelled (VMT) and fuel pricing to reduce the demand for Single-Occupancy Vehicle transport as part of the congestion management process (CMP). The potential benefits could be demonstrated using known elasticities on the effects of pricing and land use design on VMT and alternate modes. Documentation should include implementation challenges. The Chicago Metropolitan Agency for Planning (CMAP) has exhibited best practices in their impacts analysis of proposed congestion pricing.

Recommendation 6: It is recommended that IMPO provide details on the potential environmental mitigation activities to be considered during implementation of the next MTP. This should include the quantitative or qualitative value of each strategy, level of consideration, and specific input from the consulting parties.

Recommendation 7: It is recommended that IMPO clearly document comments received from the public in future iterations (including online) of the PPP, MTP, TIP, and other planning documents as appropriate. This should include the number of persons providing input, exact information received, and responses made to the commenters to improve transparency to the public.

Recommendation 8: It is recommended that IMPO improve transparency to the public in its environmental justice benefits and burdens analysis on the impacts of planned transportation projects to minority and low income populations. This should include examination of travel times by mode to employment and community amenities for these populations compared to the overall population. An example of best practices can be found in the Northwestern Indiana Regional Planning Commission (NIRPC) 2040 Comprehensive Regional Plan.

Recommendation 9: In accordance with the *United States Department of Transportation Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations*, IMPO is encouraged to expand its collection of data on non-motorized travel, set mode share targets, and measure performance.

The review team would also like to commend the MPO for best practices identified during this review:

Commendation 1: IMPO is commended for implementing “MiTIP”; the on-line portal for member jurisdictions to input project applications and updated quarterly project tracking reports. IMPO resources were then redirected to effectively implement quarterly project

tracking to assure projects are delivered within the agreed-upon program year and programmed amounts.

Commendation 2: IMPO is commended for its extensive planning work in the ongoing IndyConnect initiative to expand multi modal transportation alternatives in central Indiana. IMPO's public outreach efforts have been outstanding in developing consensus for improvements in public transportation. Noteworthy initiatives among others related to the IndyConnect effort includes: the Transit Oriented Development Strategic Plan, an advisory document to improve land uses at transit stations; HUD Challenge grant: Rezone Indy, to create mixed land uses to support transit; and coordination with the Central Indiana Council of Elected Officials (CICEO), related in part to the Indy Connect Benefit-Cost Analysis.

Subject to considering and reporting the progress in implementing the recommendations cited in this report, FHWA and FTA jointly act to certify the transportation planning process of this region. The Metropolitan Transportation Planning Process for the Indianapolis Metropolitan Planning Organization (IMPO) is consistent with the federal planning requirements in 23 U.S.C 134 and 49 U.S.C 5303, and the associated regulations at 23 CFR Part 450 and 49 CFR Part 613.

Purpose and Objective

Pursuant to 23 United States Code 134(k)(5) and 49 U.S.C. 5303(k)(5), the FHWA and FTA must jointly certify the metropolitan transportation planning process in Transportation Management Areas (TMA) at least every four years.¹ In general, the planning certification reviews consist of three primary activities: review of planning products (in advance of and during the site visit), a site visit, and preparation of a report that summarizes the review and presents findings. The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the MPO, State DOT and transit operators in conducting the metropolitan planning process.

23 CFR 450.328(a) states;

“The FHWA and the FTA shall jointly find that each metropolitan TIP is consistent with the metropolitan transportation plan produced by the continuing and comprehensive transportation process carried on cooperatively by the MPO(s), the State(s), and the public transportation operator(s) in accordance with 23 U.S.C. 134 and 49 U.S.C. 5303. This finding shall be based on the self-certification statement submitted by the State and MPO under Sec. 450.334, a review of the metropolitan transportation plan by the FHWA and the FTA, and upon other reviews as deemed necessary by the FHWA and the FTA.”

INDOT and IMPO are able to utilize the documentation from this review to affirm the required USDOT planning certification is current, and to support the self-certification statement that must be included with the next IMPO 4-year Transportation Improvement Program (TIP). Please include a status regarding implementation of recommendations in the INDOT-IMPO self-certification documentation.

¹ A TMA is an urbanized area, as defined by the U.S. Census, with a population of over 200,000. There are 182 TMA's in the U.S. based on the 2010 Census.

Disposition of Findings from 2010 Certification Review

The 2010 review resulted in one corrective action and fifteen recommendations. Following is a summary of how these have been addressed:

Corrective Action 1 - IMPO and INDOT must add awarded transit projects to the 2006-2008 Listing of Obligated Projects, develop the 2009-2011 Listing of Obligated Projects and post them on the IMPO website by September 30, 2011.

The corrective action has been resolved.

Recommendation 1 – The IMPO Planning MOU should be updated to reflect the redesignation of the Indianapolis Department of Metropolitan Development as the MPO. The update can also clarify that IMPO is the planning and programming lead for the portion of the Anderson UZA within Hamilton County and the portion of the Columbus UZA within Johnson and Shelby Counties. The revisions can also clarify roles and responsibilities should the Indianapolis and Anderson UZAs grow together pursuant to the 2010 Census and 23 CFR 450.314(d) & (f).

Finding - IMPO, IndyGo, and INDOT have executed a new Memorandum of Agreement (MOA) outlining their planning collaboration and respective responsibilities. A MOA between the Indianapolis, Columbus, and Anderson MPOs is expected to be executed in CY 2014.

Recommendation 2 - IMPO should consider, analyze and document alternative land use scenarios in the 2035 Transportation Plan. This could be comparable to the way road and transit network alternatives are often evaluated before selecting a final transportation scenario. The land use alternatives could be assessed using cost-benefit analyses and other assumptions documented as part of the planning process. Ultimately, IMPO could quantify expected improvements to transportation system balance, transit usage, and overall socioeconomic conditions based upon various future growth scenarios.

Finding - Scenario planning was not conducted as part of the 2011 MTP major update. Proposed roadway expansion projects were evaluated using a limited form of benefit-cost analysis. A similar recommendation is in the 2014 planning certification review.

Recommendation 3 – USDOT commends the MPO for developing a pavement management system for the MPA and for using the PSI as a primary metric in the TIP prioritization of pavement preservation projects. USDOT would like to encourage the MPO to utilize the tool to identify and prioritize pavement preventive maintenance projects. By identifying the optimal investment strategy and implementing it at the right time, the life cycle cost of the pavement can be optimized. We encourage IMPO to meet with INDOT and FHWA pavement specialists to explore this approach and to determine whether Federal-aid funds can be used for such pavement management strategies as they are on the INDOT jurisdiction system.

Finding – In 2010, a pavement condition inventory was completed for a substantial portion of the MPA’s Federal-Aid network. Since 2011, a pavement rating metric is used as part of the TIP project selection process. MPO contractors are currently working on integrating the data and processes into an electronic database management system that will be compatible with other existing/forthcoming networks. The recommendation has been satisfied.

Recommendation 4 – USDOT encourages IMPO to adopt a Complete Streets Policy as part of the 2035 MTP update to accommodate non-vehicular modes for all road projects. The policy could include a clause to exempt a project given certain circumstances.

Finding – A Complete Streets Policy was adopted in March 2014. In May 2014, a Complete Streets Task Force was formed to oversee implementation of the policy. The recommendation has been satisfied.

Recommendation 5 - It is recommended that IMPO and INDOT evaluate and integrate into the CMP more aggressive TDM strategies to reduce the demand for SOV transport and overall travel. Strategies such as growth management and corridor-level congestion pricing in addition to system-wide VMT and fuel pricing should be fully vetted. Documentation should be developed to provide transparency regarding implementation challenges.

Finding – The MPO has an extensive history of coordinating with LPAs and the public, most recently through IndyConnect, in an effort to facilitate land use and transportation planning to improve transit and overall multi-modal system performance. This recommendation has not been fully satisfied and is modified and carried into the current planning certification review relative to the pricing component.

Recommendation 6 – The Indianapolis MPO is reminded that the next TIP must address the new federal requirement that a TIP list *“estimated total project cost, which may extend beyond the four years of the TIP”*. This keeps elected officials informed of the total project cost, even when the current TIP may only include the initial phases of preliminary engineering, right-of-way, or construction.

This recommendation has been satisfied.

Recommendation 7 –The Indianapolis MPO did an excellent job of tracking implementation of ARRA projects. USDOT encourages IMPO to implement a similar process on a quarterly basis for all other projects. The INDOT Local Public Agency (LPA) Project Development Process requires each project sponsor to have an employee in responsible charge (ERC) that has completed LPA certification training. IMPO can assist project sponsors by monitoring their funding and project development. IMPO can also help to ensure they maintain a certified ERC, as required by the State’s new federal- aid LPA Project Development Procedures.

Finding - An interim Quarterly Tracking process has been in place since 2012 and quarterly tracking meetings have been held since 2013. The MPO's formal policy was approved in May of 2014. This recommendation has been satisfied.

Recommendation 8 – It is recommended that IMPO modify the TIP amendment procedures to allow the IMPO Executive Director to approve minor TIP amendments for exempt projects where public involvement on the overall project has already taken place. Examples include projects where CN is already programmed in the TIP, but the PE or ROW phase were overlooked. Another example is where a new TIP has been approved, but a project in the previous TIP had not been advanced to authorization and now needs to be amended into the new TIP. The process should include notification of the Policy Committee that the administrative TIP amendment was approved, so they are aware of the correction.

Finding - The MPO Policy and Procedure Manual has been revised to incorporate flexibility into the TIP amendment process accordingly. This recommendation has been satisfied.

Recommendation 9 – The MPO should use visual techniques to depict on a map in the MTP where transportation expansion and other significant projects are located in relation to areas with substantial low income and minority residential populations. The graphic should be included with analysis demonstrating that these protected populations receive proportionate benefits and do not receive disproportionate negative impacts from the projects. The analysis should be cognizant of the impacts on racial income disparity over time and racial integration in terms of the Dissimilarity Index (<http://www.censuscope.org/segregation.html>).

Finding – The MPO has recently developed maps depicting locations of MTP projects and areas with significant concentrations of protected populations. However, these visualizations have not been made publically available. Analysis of any potential disproportionate benefits and burdens has not been conducted. This recommendation is outstanding and carried over to the current planning review report.

Recommendation 10 – IMPO should work jointly with INDOT to clarify the requirements for ADA Transition Plans and jointly develop an enforcement plan within 18 months for all applicable recipients of federal-aid transportation funds.

Finding - IMPO has created a web page dedicated to ADA compliance. IMPO has also provided technical assistance to LPAs preparing ADA Transition Plans, and monitors them to ensure compliance when projects are proposed for the TIP. This recommendation is satisfied.

Recommendation 11: It is strongly recommended that the forthcoming Northeast Corridor New Starts application to enter preliminary engineering demonstrate innovative strategies to enhance feasibility of the project. This should include steps that have been implemented to support sufficient ratings for each of the criteria: mobility improvements;

environmental benefits; operating efficiencies; cost effectiveness, and; transit supportive land use policies/future land use patterns. Project benefits should be quantified using broad performance measures such as those identified in the Planning Factors section. Evidence of commitment to performance-based planning should include intergovernmental agreements regarding establishment of Transit-Oriented Development (TOD) and comparable overall zoning/building codes to support public transportation.

Finding – A 2011 transit oriented plan was completed to help facilitate compatible land uses for the Northeast Corridor fixed guideway alternatives analysis project. It was updated in 2013 to cover other corridor projects for improved transit service as part of the IndyConnect transit vision. A 2010 U.S. Housing and Urban Development (HUD) Community Planning Challenge Grant was used to outline proposed land use changes in three Indianapolis neighborhoods. The effort was a precursor to the City of Indianapolis, Indy Rezone effort to update its zoning code to improve sustainability objectives. This recommendation has been satisfied in terms of preparatory work leading up to drafting of a New Starts application. The portion regarding performance-based planning is carried through the current planning certification review in terms of compliance with ongoing FHWA/FTA rulemaking.

Recommendation 12 – USDOT applauds IMPO and their Multimodal Task Force for the numerous successes in implementing the Regional Bicycle Plan. USDOT encourages IMPO to include an item in the 2011 UPWP to update the Regional Bicycle Plan to establish consensus regarding future priorities.

Finding -The Central Indiana Regional Bikeways Plan was completed in February 2012. The plan integrates similar plans of the LPAs and outlines the framework for project selection. This recommendation is satisfied.

Recommendation 13 – IMPO is encouraged to further examine the potential applicability of the LUCI land-use allocation methods for their possible integration with the existing four step regional model. IMPO would then be able to evaluate alternative land use scenarios as part of future updates to the MTP.

Finding – In 2012, IMPO contracted with the Center for Urban Policy and the Environment to use their LUCI land-use allocation model (now called luci-2) to determine the official Metropolitan Planning Area Boundary for the Indianapolis MPO based on selected planning assumptions. IMPO used alternate assumptions for TOD as part of its visioning efforts for public transportation improvements. There are ongoing coordination efforts with the Anderson MPO in their use of the UrbanSim land use simulation model. A similar recommendation is carried over to the current planning certification review to integrate scenario planning into the update of the next MTP.

Recommendation 14 – It is recommended that IMPO develop and implement performance measures in the MTP to expand upon those that address traffic movement. The measures should gauge widespread performance of the multi-modal (roadway, transit, truck/rail freight, non-motorized) transportation system.

Finding – The 2011 full update of the MTP utilized an array of performance measures to rate and prioritize roadway expansion projects. A “surrogate benefit/cost ratio,” i.e. cost effectiveness, was calculated for each proposal based upon the ratio of the project score and federal portion of the project cost. MPO collaboration with the Central Indiana Transit Task Force resulted in a 2010 summary report that recommended improvements based upon benefit-cost analysis. These results are used in collaboration with the ongoing IndyConnect effort. Good progress has been made with this recommendation. The recommendation is being carried over to the current planning certification review to encourage refinement in accordance with ongoing FHWA/FTA rulemaking.

Recommendation 15 – USDOT encourages IMPO to build upon the current Safety Study to develop a systematic regional approach to safety planning. The safety analysis should identify high accident locations throughout the MPA and complete a Roadway Safety Audit to identify strategies to address deficiencies. The IRTC should use the results of this systematic regional approach to develop a 4-year list of Highway Safety Improvement Program (HSIP) and Congestion Mitigation and Air Quality (CMAQ) Projects for inclusion in the TIP. By prioritizing a 4-year list of projects based on need, LPAs will have time to develop quality projects using available HSIP/CMAQ funds.

Finding - Annual studies of high-accident locations were conducted from 2011-2013 in concert with INDOT policies. Results were shared with the pertinent LPAs. Accordingly, projects eligible for HSIP funds were programmed in the TIP. This recommendation is satisfied.

Scope and Methodology of 2014 Planning Review

This certification review focuses on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the IMPO, INDOT, IndyGo and CIRT in the conduct of the metropolitan planning process. This planning review is only one of several methods used to assess the quality and compliance of the IMPO's metropolitan planning process. Other activities provide both FHWA and FTA an opportunity to comment on the planning process, including routine attendance at Policy/Technical committee meetings, and USDOT approval of the IMPO unified planning work program (UPWP), and USDOT issuance of the air quality conformity finding for the metropolitan transportation plan (MTP) and TIP. While the planning certification review report itself may not fully document those many intermediate and ongoing checkpoints, the "Findings" of the certification review, in fact, are based upon the cumulative findings of the entire review effort.

In preparation for the site visit, a written request was sent to IMPO seeking information on recent and ongoing current planning processes and projects. The MPO provided responses which can be found in Appendix 2. This report provides the regulatory framework, current status, key findings, and recommendations for the following subject areas:

- Metropolitan Planning Organization Structure
- Metropolitan Planning Area
- Metropolitan Planning Agreements
- Unified Planning Work Program
- Metropolitan Transportation Plan
- Financial Planning
- Air Quality
- Transportation Improvement Program
- Self-Certifications
- Congestion Management Process
- Annual Listing of Obligated Projects
- Environmental Consultation and Mitigation
- Public Involvement and Participation Plan
- Title VI of the Civil Rights Act and Environmental Justice
- Americans with Disabilities Act
- Intelligent Transportation System Architecture
- Travel Demand Model
- Freight Planning Activities
- Safety
- Security
- Livability & Sustainability

The following individuals participated in the Certification Review:

Anna Gremling, IMPO
Sean Northrup, IMPO
Michael Dearing, IMPO
Stephanie Belch, IMPO
Kristyn Campbell, IMPO
Jennifer Higginbotham, IMPO
Catherine Kostyn, IMPO
Jeremy Moore, IMPO
Andrew Swenson, IMPO
Mike Terry, IndyGo
Patricia Castandea, CIRTA
Reginald Arkell, FTA Region 5
Larry Heil, FHWA Indiana Division
Joyce Newland, FHWA Indiana Division
Janice Osadczuk, FHWA Indiana Division
Jay Mitchell, Indiana Department of Transportation
Randy Walter, Indiana Department of Transportation
Jeannette Wilson, Indiana Department of Transportation

The majority of the site visit consisted of discussions with staff from IMPO, INDOT, and the transit agencies. FHWA and FTA would like to express appreciation to the IMPO staff for their thoughtful and thorough responses to the advance questionnaire and contributions to the review.

Observations and Findings

Each section follows the following format:

1. The statutory requirement is given for the basis of each element,
2. A summary of the current status based on ongoing contacts, review of planning products throughout the year, input provided in the discussions with the staff, and
3. Findings of the review team on the adequacy of the process, and corrective actions, recommendations, and commendations as appropriate.

METROPOLITAN PLANNING ORGANIZATION STRUCTURE

Requirement: Federal legislation (23 U.S.C. 134(d)) requires the designation of an MPO for each urbanized area with a population of more than 50,000 individuals. When an MPO representing all or part of a TMA is initially designated or redesignated according to 23 CFR 450.310(d), the policy board of the MPO shall consist of: (a) local elected officials; (b) officials of public agencies that administer or operate major modes of transportation within the metropolitan area, and including representation by providers of public transportation; and (c) appropriate State transportation officials. The voting membership of an MPO that was designated or redesignated prior, will remain valid until a new MPO is redesignated. Redesignation is required whenever the existing MPO seeks to substantially change: (a) the proportion of voting members on the existing MPO representing the largest incorporated city, other units of general purpose local government served by the MPO, and the State, (b) the decision-making authority or responsibility of the MPO, or (c) the decision-making procedures established under MPO bylaws. The addition of jurisdictional or political bodies into the MPO or of members to the policy board generally does not require a redesignation of the MPO.

Status: By letter dated August 4, 2010, the Commissioner of INDOT redesignated the City of Indianapolis Department of Metropolitan Development as the Indianapolis MPO, on behalf of the Governor of Indiana. The letter noted that the IMPO Policy Committee (composed of elected and appointed officials within the planning area) is granted approval authority for all transportation-related activities of the IMPO. The City of Greenfield in addition to the Towns of Bethany and Spring Lake were added to the urbanized area and MPA as a result of the 2010 Census. The IMPO-INDOT-INDYGO Memorandum of Agreement was executed in July 2014 to update membership of the IMPO Technical and Policy Committees with new representatives from these entities.

An Organizational Study was undertaken in 2012-2013 to determine if there was a need to restructure and redesignate the MPO. The study was quite extensive and involved feedback from all the member jurisdictions in the central Indiana area. Consensus was reached that redesignation was not necessary. A flow chart of the MPO structure is on page 17 of the questionnaire responses (Appendix 1). It was determined that modifications to procedures would be made to the existing IMPO Bylaws and a hosting

agreement would be established with the City of Indianapolis Department of Metropolitan Development. A draft update of the IMPO Bylaws (Appendix 5) has been presented to the Technical and Policy Committees and is expected to be adopted by the end of 2014. The IMPO-INDOT-INDYGO MOA update was completed in July 2014 (Appendix 3).

The *IMPO Hosting Agreement* is being prepared between the City of Indianapolis and the IMPO Administrative Committee to formalize policies related to personnel, procurement of goods and services, contractual issues, financial issues, and information technology. This agreement will implement recommendations from an Organizational Study to improve administrative efficiencies and make changes regarding the entities responsible for them. More importantly, it will improve transparency in demonstrating that administrative decisions reflect regional consensus.

Finding: The structure of IMPO is in compliance with the requirements of 23 CFR 450.310.

METROPOLITAN PLANNING AREA

Requirement: The metropolitan planning area boundary (MPA) refers to the geographic area in which the metropolitan transportation planning process must be carried out. Pursuant to 23 CFR 450.312, the MPA shall, at a minimum, cover the Census-defined, urbanized area (UZA's) and the contiguous geographic area(s) likely to become urbanized within the 20-year forecast period covered by the Metropolitan Transportation Plan. Adjustments to the UZA as a result of the transportation planning process are typically referred to by FHWA as the urbanized area boundary (UAB). In accordance with 23 U.S.C. 134 (e), the boundary should foster an effective planning process that ensures connectivity between modes and promotes overall efficiency. The boundary should include Environmental Protection Agency (EPA)-defined nonattainment and/or maintenance areas, if applicable, in accordance with the National Ambient Air Quality Standard (NAAQS) for ozone or carbon monoxide.

Status: The 2010 Census resulted in changes to the Indianapolis UZA. IMPO contracted with Indiana University-Purdue University Indianapolis, Center for Urban Policy and the Environment in using the *luci2* Urban Simulation Model to revise the Metropolitan Planning Area (MPA). *luci2* and its predecessor model, LUCI, allow decision-makers to produce different development scenarios based on alternative assumptions for changes in land use. Generally, IMPO integrated information from local comprehensive plans and past trends into the *luci2* model. The methodology also included assumptions for transit oriented development at anticipated transit stations. The UAB was approved by FHWA on January 30, 2013. INDOT approved the agreed upon IMPO MPA on behalf of the Governor by letter dated February 7, 2014 (Appendix 1).

The Columbus, Indianapolis, and Anderson MPOs coordinated with each other to update their respective MPAs. A small portion of the Columbus UZA in Johnson and Shelby

Counties is included in the IMPO MPA. Due to historical planning practices, Fortville and Ingles chose to remain part of the Madison County Council of Governments (MCCOG) MPA. Thus the associated portion of the Indianapolis UZA has been included in the MCCOG MPA.

Finding: The MPA and UAB meet the applicable planning requirements at 23 USC 134(e) and 23 CFR 450.312.

METROPOLITAN PLANNING AGREEMENTS

Requirement: In accordance with 23 USC 134 and 23 CFR 450.314, MPOs are required to establish relationships with the State and public transportation agencies under the cover of specified agreements between the parties to work in cooperation in carrying out a continuing, cooperative and comprehensive (3 C's) metropolitan planning process. The agreements must identify the mutual roles and responsibilities and procedures governing their cooperative efforts. These agreements must identify the designated agency for air quality planning under the Clean Air Act and address the responsibilities and situations arising from there being more than one MPO in a metropolitan area.

Status: The IMPO-INDOT-INDYGO MOA was executed in July 2014 (Appendix 3) to reflect the updated MPA and IMPO Technical and Policy Committee membership. The USDOT conformity finding to demonstrate conformity to the USEPA Central Indiana 5-County PM 2.5 State Implementation Plan only applies to the IMPO Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP), thereby simplifying the coordination process between the three MPOs. The three MPOs have prepared an update to the CAMPO-IMPO-MCCOG Planning Agreement (Appendix 4) to define how planning and programming will be coordinated between the respective MPOs in accordance with 23 CFR 450.314(d) & (f). The IMPO Bylaws and the CAMPO-IMPO-MCCOG Planning Agreement are on track to be fully adopted/executed by the end of 2014.

Finding: IMPO, INDOT and IndyGo have taken necessary steps to update the planning agreements subsequent to the 2010 Census in accordance with 23 USC 134 and 23 CFR 450.314.

UNIFIED PLANNING WORK PROGRAM

Requirement: MPOs are required to develop Unified Planning Work Programs (UPWPs) to govern work programs for the expenditure of FHWA and FTA planning and research funds (23 CFR 450.308). The UPWP must be developed in cooperation with the State and public transit agencies and include the required elements.

Status: In coordination with INDOT and the public transportation entities, IMPO prepares UPWPs every two years with the last three respective versions covering 2015-2016, 2013-2014, and 2011-2012. The most recent UPWP was in draft form and out for public comment at the time of the planning certification review on-site visit. Generally, the two most recent UPWPs outline strategic issues or organizational challenges. These consist of needs for and/or activities related to increased staffing and geographic data in addition to coordination with adjacent MPOs and continuation of the matching requirement from the local planning authorities. For all three UPWP iterations, goals are identified in terms of addressing the planning factors at 23 CFR 450.306. FHWA and FTA Planning Emphasis Areas (PEAs) are stated with references to portions of the UPWP that address them. A concise summary is provided in each document about past and forthcoming work activities on Indy Connect: Central Indiana's Transportation Initiative to expand public transit in the region.

The UPWPs have program work element categories for planning process administration, data development/geographic information systems, multimodal planning, long range transportation plan, programming, and planning studies/intelligent transportation systems. Within each of these are short descriptions of the specific activities and projects. Generally, these include information on the schedules and products upon completion. This is supplemented by spreadsheets showing financial information that includes columns for federal and local revenue sources in addition to the proportion of funding that goes to MPO staff salaries and contractors.

IMPO asserts that many of their UPWP activities relate directly to the goals and objectives of the MTP. Transportation system safety and performance have been addressed through report updates of primary accident locations, travel demand modeling, ITS infrastructure, various thoroughfare plans, and infrastructure conditions. Mobility and accessibility have been addressed through projects and studies such as the IndyGo comprehensive operational analysis, freight plans, congestion management plan (CMP), household/on-board transportation surveys, multi-modal plans and environmental red flag investigations.

Other noteworthy initiatives all related to the Indy Connect effort include: the Transit Oriented Development Strategic Plan, an advisory document to improve land uses at transit stations; HUD Challenge grant: Rezone Indy, to create mixed land uses to support transit; coordination with the Central Indiana Council of Elected Officials (CICEO), related in part to the Indy Connect Benefit-Cost Analysis; Fishers Multimodal Plan; Northeast Corridor draft environmental impact statement (DEIS), Blue Line Alternatives Analysis (AA), Red Line AA, Purple Line AA.

Finding: The IMPO UPWPs meet the federal requirements found in 23 CFR 450.308.

Commendation 1: IMPO is commended for its extensive planning work in the ongoing IndyConnect initiative to expand multi modal transportation alternatives in central Indiana. IMPO's public outreach efforts have been outstanding in developing consensus for

improvements in public transportation. Noteworthy initiatives among others related to the Indy Connect effort includes: the Transit Oriented Development Strategic Plan, an advisory document to improve land uses at transit stations; HUD Challenge grant: Rezone Indy, to create mixed land uses to support transit; and coordination with the Central Indiana Council of Elected Officials (CICEO), related in part to the Indy Connect Benefit-Cost Analysis.

METROPOLITAN TRANSPORTATION PLAN

Requirement: The scope of the transportation planning process according to 23 CFR 450.306 and 450.318 defines the relationship of corridor and other subarea planning studies to the metropolitan planning process and National Environmental Policy Act (NEPA) requirements. The transportation planning process must also ensure participation by Federal lands management agencies and tribal governments in the development of products and programs in the planning process as per 23 CFR 450.316 (c) (d) and (e).

In accordance with 23 CFR450.322 (a) “The metropolitan transportation planning process shall include the development of a transportation plan addressing no less than a 20-year planning horizon...the transportation plan shall include both long-range and short-range strategies/actions that lead to the development of a multi-modal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand.”

Status: In 2009, the MPO collaborated with a coalition consisting of the Central Indiana Corporate Partnership, the Central Indiana Community Foundation, the Central Indiana Chamber of Commerce, IndyGo, and the Central Indiana Regional Transportation Authority to conduct a cost-benefit-based analysis of existing and potential transportation plans. The coalition, named the “Central Indiana Transit Task Force,” made several plan recommendations that are being investigated and refined as part of the Indy Connect process.

The most recent full update of the MTP occurred in 2011 and is entitled 2035 Long-Range Transportation Plan (current MTP). The previous iteration was the 2030 LRTP (previous MTP) which was last revised in 2009. Subsequent amendments in 2012 and 2014 revised major capital projects and updated demographics in accordance with the 2010 Decennial Census. The current MTP provides analysis on historic regional trends for population, households, and employment. Documented past regional occurrences over time include: an increasing disproportion of development in collar counties; a shift in employment from manufacturing to services; and a widening gap in income behind national levels.

The current MTP provides predicted changes in growth and development through 2035 at the traffic analysis zone (TAZ) level based upon average annual growth rates calculated from forecasts by INDOT. These forecasts are consistent with those from

the Indiana Business Research Center at Indiana University's Kelley School of Business in addition to INDOT's econometric model and Woods and Poole. Additionally, assumptions were made that portions of the growth would occur as transit-oriented development (TOD). The resulting projections are that the proportion of population, households and employment in Marion County will decline significantly through 2035 due to expansion in the collar counties. According to the 2012 MTP update, the proportion of agricultural land use in the region is expected to decline from about 67 percent to 55 percent from 2009 to 2035.

The current MTP was the first time IMPO used a performance-based approach. Re-evaluation of the goals and objectives did not result in any substantive changes in these from the previous MTP. To an extent, they generally address the planning factors at 23 C.F.R. 450.306(a). Performance measures were developed based upon the goals and objectives. They consist of: condition of pavement and bridges, crash rates, congestion (reduction in peak-period delay, V/C ratio), intercorridor/intracorridor connectivity, transit trips, freight mobility, population/employment changes, industry cluster support, and land use intensity. In addition, the relationship between performance and budget was evaluated to determine appropriate targets based on evaluation of alternate scenarios. The evaluation relied predominantly on a survey of IRTC Technical and Policy Committee members.

The proportion of non-INDOT funding was then allocated accordingly for the following: pavement preservation; bridge preservation; roadway expansion; bicycle/pedestrian expansion; transit expansion; and operations and maintenance. Of note is that the process resulted in a reduction of the proportion of funding dedicated to roadway expansion from about 41 percent to 25 percent. Nevertheless, analysis determined that only 66 percent of pavement and 50 percent of bridges would be in good condition by 2035.

In development of the current MTP, the MPO reviewed local comprehensive plans to address land use and development objectives of all jurisdictions within the MPA. Analysis was conducted using a weighted scoring system based on the established metrics to rank corridors for potential roadway expansions by need. These proposed roadway expansions or major capital projects were developed based on considerations of those in the previous MTP and new proposals by LPAs. Project-level evaluations then occurred to rank proposals using a scoring system based on the performance measures. A cost effectiveness rating, termed also as a "surrogate benefit/cost ratio," was developed for each project based upon its score divided by the federal portion of project construction cost. Projects were then prioritized by placing them into tiers based on the scores and cost effectiveness ratings.

The current MTP includes an Indy Connect Transit Vision Plan which provides an overview of recent efforts to increase public transportation service coverage and quality in the region and a proposed fiscally constrained scenario of related projects. For illustrative purposes, assumptions are made on improvements that could be expected if

increases occurred in dedicated funding levels. Proposed fixed guideway rail and bus rapid transit projects are identified and prioritized using performance measures. The methodology included a benefit-cost index which considered potential increases in trips, increased frequencies, and incremental costs. Freight project scoring included collection/evaluation of industrial land use and related transportation logistics data. Major transit stations were identified based upon the projects with an assumption of about 15 percent of population and growth directed towards TOD in these areas. As a result, these areas would receive 35,000 more households and 24,000 more jobs than the scenario selected in the current MTP.

Finding: The MTP uses a forecast for growth and development consistent with local land use plans and other agency expectations based upon past trends. The MTP contains goals and objectives that are gauged with performance measures to determine implementation success. The methodologies for prioritizing corridors and projects are outlined and included consideration of funding proportions for alternatives. The predominant project-level activities identified in the MTP consist of roadway expansion. Roadway project cost estimates are provided. The previous planning certification review recommended that IMPO integrate alternative land use scenario planning into the next iteration of the MTP. This did not occur beyond a cursory level. However, IMPO indicated that scenario planning will be integrated into the forthcoming MTP update. The review team finds that the current MTP meets the federal requirements of 23 CFR 450.322(a),(b),(c),(e),(f)(1)(2)(3)(5) for the development and content of the metropolitan transportation plan. The following recommendations are provided:

Recommendation 1 – In accordance with guidance under development by FHWA and FTA pursuant to MAP-21, IMPO, INDOT, IndyGo and CIRTAs should coordinate as appropriate in developing asset management systems for pavement, bridges, and transit. The planning partners should collect data and set targets to measure progress for the following core performance measures: pavement condition; transit state of good repair; highway safety; transit safety; traffic congestion; emissions; and freight movement.

Recommendation 2 – It is recommended that the MPO reevaluate its procedures for selecting and rating major capital investment projects in the MTP. The chosen methodology should more transparently demonstrate inclusion of the CMP and consideration of comprehensive/ conventional benefit-cost analysis on a project-level basis.

Recommendation 3 – It is recommended that thorough and transparent scenario planning is integrated into the forthcoming update of the MTP by considering land use and transportation alternatives. Selection of the preferred scenario should be based on targeted improvements to baseline conditions for the performance measures identified in MAP-21 and forthcoming rulemaking. The planning partners are also encouraged to base the preferred scenario on improvements in comprehensive locally-determined metrics that address the planning factors at 23 CFR 450.306(a) and the Partnership for Sustainable Communities (PSC) goals/objectives.

FINANCIAL PLANNING

Basic Requirement: The metropolitan planning statutes state that the long-range transportation plan and TIP (23 U.S.C. 134 (j) (2) (B)) must include a "financial plan" that "indicates resources from public and private sources that are reasonably expected to be available to carry out the program". Additionally, the STIP may include a similar financial plan (23 U.S.C. 135 (g)(5)(F)). The purpose of the financial plan is to demonstrate fiscal constraint. These requirements are implemented in our transportation planning regulations for the metropolitan long-range transportation plan, TIP, and STIP. These regulations provide, in essence, that a long-range transportation plan and TIP can include only projects for which funding "can reasonably be expected to be available" [23 CFR 450.322(f)(10) (metropolitan long-range transportation plan), 23 CFR 450.324(h) (TIP), and 23 CFR 450.216(m)(STIP)]. In addition, the regulations provide that projects in air quality nonattainment and maintenance areas can be included in the first two years of the TIP and STIP only if funds are "available or committed" [23 CFR 450.324(h) and 23 CFR 450.216(m)]. Finally, the Clean Air Act's transportation conformity regulations specify that a conformity determination can only be made on a fiscally constrained long-range transportation plan and TIP [40 CFR 93.108].

Status: The current MTP contains separate sections on roadway (all expansion projects) and transit fiscal constraint. For the roadway element, revenue sources are identified and expected funding is projected based upon past trends, FHWA default unit costs, and other criteria. Non-INDOT roadway revenue projections are based primarily on transportation revenue reports filed by local units of government with the State Board of Accounts. Other revenue forecasts are based upon data from the Transportation Motor Vehicle Highway Fund, Arterial Road & Street Fund, Parking Meter funds, City/County Cumulative Fund, Wheel taxes and Federal Funds. Different revenue sources have various rates of growth depending on the type of revenue. Expected revenue amounts are provided in both year of expenditure and 2010 dollars.

Roadway expansion cost estimates and related information was developed in coordination with the project sponsors. The roadway projects are listed in table format with the following identifying information: MPO identification number, sponsor, facility, location, project description, funding period by phase, and cost estimate by phase and project. The total estimated project costs are compared with the aforementioned revenue projections to demonstrate fiscal constraint.

Inflation factors used in the current MTP are as follows: for the first and second time/funding periods (2011-2015 and 2016 -2025) the annual inflation rate is 2.2 percent; for the last period (2026-2025) it is 2.1 percent. When local projects are amended into the MTP, the 2011 original financial analysis is maintained. If the original analysis does not cover costs of an amended project, the project sponsor must include a detailed analysis of project funding before amending into the MTP.

For public transportation projects, the 2035 MTP assumes continued levels of revenues

consistent with past trends and data developed as part of an ongoing comprehensive operational analysis. Total estimated cumulative and annual average operating and capital transit revenue projections through 2035 are provided in year of expenditure dollars. The 2035 MTP has a separate section on the Indy Connect Vision Plan which includes a segment on a proposed fiscally constrained scenario. This assumes implementation based upon expected approval of increases in dedicated funding for public transportation pursuant to recent authorization by the Indiana Legislature. The vision plan describes a financial model that builds upon and modifies the CITTF transportation strategy and further assumes that new funding would become available at the beginning of 2012. Descriptive information is provided on the proportion of funding that could be expected by cost category and revenue source for the proposed fiscally constrained expansion scenario. Also included is a representative list of projects prioritized in accordance with the MTP goals and objectives.

Finding: The MTP provides sufficient details on revenues and costs for roadway projects during the planning horizon to demonstrate fiscal constraint in accordance with 23 CFR 450.322(10)(i). The MTP is lacking in detailed financial information for public transportation system-level costs and revenues through 2035. Consequently, it is unclear that the plan for transit is fiscally constrained.

Recommendation 4: The MTP does not have estimates of costs reasonably expected for public transportation pursuant to 23 CFR 450.322(10)(i). Documentation needs to be improved to demonstrate fiscal constraint and sufficient resources to adequately operate service so that the analysis is transparent to the public.

AIR QUALITY

Requirement: For MPOs that EPA classifies as air quality nonattainment or maintenance areas, many special requirements apply to the metropolitan planning process. Section 176(c)(1) of the Clean Air Act Amendments of 1990 (CAAA) states: "No metropolitan planning organization designated under section 134 of Title 23, U.S.C, shall give its approval to any project, program, or plan which does not conform to an implementation plan approved or promulgated under section 7410 of this title." The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and subsequent reauthorizations includes provisions in response to the CAAA mandates. In particular, a new air quality conformity determination is required for any new or amended TIP or MTP [(23 CFR 450.326 (a) and 23 CFR 450.322(l)].

Per 40 CFR 93, FHWA and FTA jointly make conformity determinations within air quality nonattainment and maintenance areas to ensure that Federal actions conform to the "purpose" of State Implementation Plans (SIPs). The transportation conformity process is intended to ensure that transportation plans, programs, and projects will not create new violations of the National Ambient Air Quality Standards (NAAQS); increase the frequency

or severity of existing NAAQS violations; or delay the attainment of the NAAQS in designated nonattainment (or maintenance) areas.

Status: The USDOT issued a conformity finding dated March 20, 2014 for both the 2035 MTP update and FY 2014-2017 TIP as amended. Currently IMPO is required to demonstrate conformity to the USEPA PM 2.5 State Implementation Plan for the 5-County PM 2.5 maintenance area. Indianapolis is in attainment of the 2008 8-hour Ozone National Ambient Air Quality Standard (NAAQS), and is no longer required to demonstrate conformity to the 1997 8-hour Ozone NAAQS. IMPO has included an activity in the draft 2015-2016 UPWP (to be approved before the beginning of CY 2015) to update the emissions post processor imbedded within their current model to incorporate updated fleet mix data and utilize the new MOVES2014 Emissions Model.

Finding: The planning partner's processes were found to be compliant with 23 CFR 450.322 and 23 CFR 450.326.

TRANSPORTATION IMPROVEMENT PROGRAM

Requirement: 23 CFR 450.324 requires the MPO to develop a TIP in cooperation with the State and public transit operators. Specific requirements and conditions, as specified in the regulations, include, but are not limited to:

- An updated TIP covering a period of at least four years that is compatible with the State Transportation Improvement Program (STIP) development and approval process; [23 CFR 450.324 (a)]
- The TIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements; Federal Lands Highway projects and safety projects included in the State's Strategic Highway Safety Plan. The TIP and STIP must include all regionally significant projects for which an FHWA or the FTA approval is required whether or not the projects are to be funded with Title 23 or Title 49 funds. In addition, all federal and non-federally funded, regionally significant projects must be included in the TIP and STIP and consistent with the Metropolitan Transportation Plan (MTP) for information purposes and air quality analysis in nonattainment and maintenance areas; [23 CFR 450.324 (c),(d)]
- The TIP can include only projects for which funding "can reasonably be expected to be available" [23 CFR 450.322(f)(10) (metropolitan long-range transportation plan), 23 CFR 450.324(h) (TIP), and 23 CFR 450.216(m)(STIP)].
- The TIP shall include, for each project or phase (e.g., preliminary engineering, environment/NEPA, right-of-way, design, or construction), the following:
 - 1) Sufficient descriptive material (i.e., type of work, termini, and length) to identify the project or phase;
 - 2) Estimated total project cost, which may extend beyond the four years of the TIP;

- 3) The amount of Federal funds proposed to be obligated during each program year for the project or phase (for the first year, this includes the proposed category of Federal funds and source(s) of non-Federal funds. For the second, third, and fourth years, this includes the likely category or possible categories of Federal funds and sources of non-Federal funds);
- 4) Identification of the agencies responsible for carrying out the project or phase;
- 5) In nonattainment and maintenance areas, identification of those projects which are identified as TCMs in the applicable SIP;
- 6) In nonattainment and maintenance areas, included projects shall be specified in sufficient detail (design concept and scope) for air quality analysis in accordance with the EPA transportation conformity regulation (40 CFR part 93); and
- 7) In areas with Americans with Disabilities Act required paratransit and key station plans, identification of those projects that will implement these plans

Status: The 2012-2015 Indianapolis Regional Transportation Improvement Program (IRTIP) became effective in mid-2011 and was superseded by the 2014-2017 IRTIP in mid-2013. Each of these IRTIPs covers four years and was developed in coordination with the STIP process. The planning partners coordinate to determine fiscally constrained program costs in each of the funding categories.

In 2013, IMPO established an on-line application and management system called MiTIP to automate processes associated with the call for projects, TIP preparation and amendments, and quarterly project tracking. The system will be used in the future to support the next MTP update. MiTIP is also expected to be used as the portal for member jurisdictions to enter their pavement condition data to support a Regional Pavement Management System (PMS). The apparatus has the potential be expanded to accomplish other asset management objectives.

The MiTIP tool has allowed the MPO to refocus staff resources to effectively implement Quarterly Project Tracking and to work jointly with INDOT to better manage timely program delivery. The “use it or lose it” policy for MPO balances is a risk area for the IMPO, and MiTIP implementation has freed up staff resources to truly engage this management challenge.

The IMPO project selection processes for STP, CMAQ, HSIP and TAP funded projects can be found at <http://www.indympo.org/LPAResources/Pages/Schedules-and-Applications.aspx>. The MiTIP Application Packet describes the project selection processes and includes associated application forms. The associated 2014 meeting schedules and TIP Amendment and Quarterly Project Tracking report deadlines are also found on this webpage.

The MPO does not sub-allocate any funds. The MPO does not accept TIP project applications for non-exempt projects that are inconsistent with the current conforming MTP. Coordination with the MTP well in advance of project implementation is required.

The MPO has developed procedures within both the IMPO Policies and Procedures Manual and IMPO Public Participation Process to administratively amend and modify the TIP. In general, these changes can occur if they are minor in scope, do not significantly impact competitive MPO funds, and do not change the design concept and scope of a regionally significant non-exempt project.

All projects in the TIP are in “year of expenditure dollars” (YOED). The MPO requires all project funding requests to be in YOED. Quarterly Project Tracking updates costs regularly as detailed estimates come available during final design.

The IMPO Policy Committee adopted the SFY 2018 list of construction projects recently, and the list of SFY 2019 construction projects should be finalized before the end of the year. The IMPO intends to incorporate these projects into the draft SFY 2016-2019 TIP once they have a firm estimate of their available funds from INDOT.

INDOT is working with the MPOs to identify projects through SFY 2019 with the goal of incorporating all of the MPO SFY 2016-2019 TIPs into a new SFY 2016-2019 Statewide Transportation Improvement Program (STIP) for USDOT approval by July 1, 2015 (beginning of SFY 2016). The SFY 2016-2019 TIPs/STIP will demonstrate fiscal constraint of the MPO TIPs based on the annual share of Federal-aid funds made available to MPOs, together with the \$200 million MPO carry-over balance from previous years.

Starting in SFY 2015, INDOT is requiring each MPO to encumber their share of Federal-aid funds in Purchase Orders each SFY, or risk losing any unencumbered balances. IMPO is working diligently with their member jurisdictions and the INDOT LPA project managers to make sure they are positioned to accomplish this objective.

Finding: The 2012-2015 and 2014-2017 IRTIPs were found to be in compliance with 23 CFR 450.324.

Commendation 1: IMPO is commended for implementing “MiTIP”; the on-line portal for member jurisdictions to input project applications and updated quarterly project tracking reports. IMPO resources were then redirected to effectively implement quarterly project tracking to assure projects are delivered within the agreed-upon program year and programmed amounts.

SELF-CERTIFICATIONS

Basic Requirement: Self-certification of the metropolitan transportation planning process, at least once every four years, is required under 23 CFR 450.334. The State and the MPO shall certify to FHWA and FTA at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements of 23 CFR 450.300 and:

- 1) [23 U.S.C. 134](#), [49 U.S.C. 5303](#), and this subpart;
- 2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended ([42 U.S.C. 7504](#), [7506](#) (c) 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](#);
- 4) [49 U.S.C. 5332](#), 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 provisions of the Americans with Disabilities Act of 1990 ([42 U.S.C. 12101](#) *et seq.*) and 49 CFR parts [27](#), [37](#), and [38](#);
- 8) The Older Americans Act, as amended ([42 U.S.C. 6101](#)), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- 9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- 10) Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)) and 49 CFR part [27](#) regarding discrimination against individuals with disabilities

Status: The MPO completed their last self-certification in October 2013, received INDOT concurrence, and included the one-page document with the FY 2014-2017 TIP.

Finding: The self-certification statement was found to be in compliance with the requirements.

CONGESTION MANAGEMENT PROCESS

Basic Requirement: The State (s) and the MPO must develop a systematic approach for managing congestion through a process that provides for safe and effective integrated management and operation of the multimodal system. The Congestion Management Process (CMP) applies to transportation management areas (TMAs) based on a cooperatively developed and implemented metropolitan-wide strategy of new and existing transportation facilities eligible for funding under 23 U.S.C. and 49 U.S.C. Chapter 53 through the use of travel demand reduction and operational

management strategies pursuant to 23 C.F.R. 450.320.

Status: IMPO last completed a stand-alone CMP document in December 2007 that was evaluated by FHWA/FTA in the 2010 planning certification review. The latest major MTP update which occurred in 2011 contains a CMP section (MTP-CMP section). That section references key CMP steps recommended by FHWA and the MPO's efforts to integrate them into their planning efforts. CMP objectives come from the overarching aspirations established in the MTP. The geographic area of analysis is the nine-county region. Potential CMP strategies are identified. According to the MTP-CMP section:

- A representative set of congested corridors was to be identified based on analysis of traffic to determine the potential of various CMP strategies. Various performance measures are identified for potential tracking of the selected corridors and potential projects in terms of roadway characteristics, functions, and CMP strategies.
- A system performance monitoring plan and regular monitoring reports are expected to be completed by analyzing single occupant vehicle (SOV) traffic changes to evaluate the effectiveness of CMP strategies.

The MPO maintains GIS mapping layers with various attributes which is used to analyze traffic conditions and the feasibility of capacity expansion. Proposed roadway expansion projects to be included in the current MTP were evaluated using performance measures, including volume to capacity (v/c) ratio. This particular metric was used to identify the most congested roadway segments in the region. The proposed projects were prioritized and selected through scoring based on potential positive and negative impacts to the mapped attributes, performance measures, and established goals/objectives.

IMPO established a Complete Streets policy which is also coordinated with the CMP. Traffic conditions are evaluated regularly, in part, via INDOT monitors and actual counts in coordination with updating of the travel demand model. Notable transportation demand management (TDM) strategies include the IndyConnect effort to expand public transportation throughout the region and operational improvements through the established ITS.

Finding: IMPO integrated the established CMP in evaluating roadway expansion projects for inclusion in the MTP. The MTP-CMP section ascertained expectations for continued transportation system performance monitoring and regular reporting to evaluate effectiveness of CMP strategies. While monitoring is evident, analysis and documentation of this has not yet been fully developed as envisioned in the MTP-CMP section. IMPO did not choose to fully address *Recommendation 5* from the 2010 planning certification review. That recommendation was to evaluate and consider more aggressive TDM strategies such as growth management and pricing. The MPO is effectively pursuing land use strategies by coordinating with LPAs through planning activities related to the IndyConnect effort.

Recommendation 5 – It is recommended that IMPO and INDOT transparently evaluate corridor-level congestion pricing in addition to system-wide vehicle miles travelled (VMT) and fuel pricing to reduce the demand for Single-Occupancy Vehicle transport as part of the congestion management process (CMP). The potential benefits could be demonstrated using known elasticities on the effects of pricing and land use design on VMT and alternate modes. Documentation should include implementation challenges. The Chicago Metropolitan Agency for Planning (CMAP) has exhibited best practices in their impacts analysis of proposed congestion pricing.

ANNUAL LISTING OF OBLIGATED PROJECTS

Requirement: The MPO, transportation operators and the State must cooperatively develop a listing of projects for which Federal funds have been obligated in the previous year in accordance with 23 CFR 450.332. The listing must include all federally funded projects authorized or revised to increase obligations in the preceding program year and at a minimum, the following for each project:

- The amount of funds requested in the TIP
- Federal funding obligated during the preceding year
- Federal funding remaining and available for subsequent years
- Sufficient description to identify the project or phase
- Identification of the agencies responsible for carrying out the project or phase

Status: Copies of the annual list of obligated projects (ALOPs) for the state fiscal years of 2008 through 2014 are posted on the MPO TIP webpage at <http://www.indympo.org/Projects/IRTIP/Pages/IRTIP.aspx>. Generally, they contain the required data. CIRTA became an FTA grantee in 2011 and had several projects funded with FTA grants in SFY2012-14. The SFY2012-13 reports did not have the CIRTA projects, but they have been included in the SFY2014 report. IMPO agreed to posthumously add the CIRTA projects to the SFY 2011-2013 reports.

Finding: Recent ALOPs were found to be in substantial compliance with 23 CFR 450.332.

ENVIRONMENTAL CONSULTATION AND MITIGATION

Basic Requirement: The specific requirements for environmental mitigation are set forth in connection with the MTP in 23 CFR 450.322(f)(7). However, the basis for addressing environmental mitigation is detailed in sections addressing consultation (23 CFR 450.316(a)(1)(2)(3) and (b) – Interested parties, participation, consultation; 23 CFR 450.322(g)(1)(2), (i), and (j) – Development and content of the metropolitan transportation plan.

Status: Development of the current MTP identified five categories of environmental resources: historic sites, wetlands, floodplains, brownfields, and managed lands or green space. These were mapped together with the proposed roadway expansion projects. In 2010, a consultation meeting was then held with state and federal environmental resource agencies with opportunities to provide feedback on potential impacts and mitigation strategies. IMPO noted that further consultation occurs at the project development level. Of note is that the consultation process resulted in identification of two new designations by the National Register of Historic Places. Two projects were moved from the cost-constrained list to the illustrative list pending further consultation.

Finding: Consultation occurred with federal and state environmental and resource agencies as part of the MTP development. Substantive documentation was not found on the potential environmental mitigation activities and the input received from consulting parties.

Recommendation 6: It is recommended that IMPO provide details on the potential environmental mitigation activities to be considered during implementation of the next MTP. This should include the quantitative or qualitative value of each strategy, level of consideration, and specific input from the consulting parties.

PUBLIC INVOLVEMENT AND PARTICIPATION PLAN

Requirement: Pursuant to 23 CFR 450.316, the MPO is required to engage in a metropolitan planning process that creates opportunities for public involvement, participation and consultation. 23 CFR 450.322(i) and 23 CFR 450.324(b) also outline the public comment requirements applicable during development of the MTP and TIP, respectively.

Status: The IMPO Public Participation Plan (PPP) was updated in both February 2010 and February 2012. Substantive changes were not made to the last version. However, the 45-day review period was extended by 17 days in response to community input noting that the holidays were not a good time to seek public comment. English and Spanish versions of the PPP are on the MPO's web site. Over a dozen comments were received on the plan.

The PPP contains goals, objectives and policies for overall public participation. These are outlined by access, outreach and community input. Information on the ability of community members to speak at public meetings is provided. All announcements on MPO activities and documents for public comment are posted on the MPO's web site and available via other social media. IMPO maintains an active distribution list of interested citizens and agencies which includes emails, flyers, and newsletters. Categories of groups receiving notices directly are identified. Various visualization techniques for planning documents are listed.

The PPP provides specific public participation procedures for new and amended MTPs and TIPs. Public comments and responses are included in the appendices of these documents including the PPP. These comments and IMPO staff responses are communicated to the person or entity providing the input. These communications are also provided to IRTC Technical and Policy Committee members via memorandums and discussions.

The most recent MTP contains a section on public involvement procedures for the plan itself and extensive outreach conducted as part of the IndyConnect transit vision planning initiative. A separate web site is maintained for IndyConnect which accepts public comments on a continual basis.

Of note is the online TIP application, MiTIP, which is on the IMPO web site. MiTIP is the new conduit for submitting and managing all TIP projects. Any person with internet access can search MiTIP by several criteria, including jurisdiction and location, to identify projects. Within the next year, IMPO expects that an updated version of MiTIP will allow public users to use a Google Maps application to search for projects and retrieve detailed project information.

USDOT conducted a public meeting as part of the Planning Review in Rm 108 of the City County Building from 5:30 – 7 pm on August 19, 2014. Apart from the FHWA/FTA review team and the MPO, one person attended the meeting. The Public Notice, sign-in sheets, and draft INDYGO public involvement process provided by an INDYGO participant can be found in Appendix 7.

Finding: The MPO’s public participation processes, including the PPP, generally meet the requirements of 23 CFR 450.316, 23 CFR 450.322(i) and 23 CFR 450.324(b). The online version of the 2012 PPP did not have public comments and MPO responses included in the document. The current MTP contains copies of public comments from three separate persons/entities. There is a response to one of these. The 2014-2017 TIP has a copy of comments received from one person along with the MPO’s responses.

Recommendation 7: It is recommended that IMPO clearly document comments received from the public in future iterations (including online) of the PPP, MTP, TIP, and other planning documents as appropriate. This should include the number of persons providing input, exact information received, and responses made to the commenters to improve transparency to the public.

TITLE VI OF THE CIVIL RIGHTS ACT AND ENVIRONMENTAL JUSTICE

Requirement: It has been the long-standing policy of U.S. DOT to actively ensure nondiscrimination under Title VI of the Civil Rights Act of 1964. Title VI states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination

under any program or activity receiving Federal financial assistance” Title VI bars intentional discrimination (i.e., disparate treatment) as well as disparate-impact discrimination stemming from neutral policy or practice that has the effect of a disparate impact on protected groups based on race, color, or national origin. The planning regulations [23 CFR 450.334(a)(3)] require the MPO to self-certify that “the planning process . . . is being carried out in accordance with all applicable requirements of . . . Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21.

Executive Order (EO) 12898, issued February 11, 1994 provides that “each federal agency shall make environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high or adverse human health and environmental effects of its programs, policies and activities on minority populations and low-income populations...” In compliance with this EO, the U.S. DOT Order on Environmental Justice was issued on April 15, 1997. The U.S. DOT Order was updated and reissued on May 10, 2012. Furthermore, FHWA issued order number 6640.23 on December 2, 1998, entitled “FHWA Actions to Address Environmental Justice in Minority Populations and Low-Income Populations,” to establish policies and procedures for the FHWA to use in complying with EO 12898. The FHWA Order was updated June 14, 2012. FTA Circular 4703.1, Environmental Justice Policy Guidance for FTA Recipients was published on August 15, 2012.

The planning regulations at 23 CFR 450.316(a)(1)(vii), require that the needs of those “traditionally underserved” by existing transportation systems, such as low-income and /or minority households that may face challenges accessing employment and other services, be sought out and considered.

Limited English Proficiency EO 13166, issued August 11, 2000 directs federal agencies to evaluate services provided to Limited English Proficient (LEP) persons and implement a system ensuring that they are able to meaningful access the services provided consistent and without unduly burdening the fundamental mission of each federal agency. Additionally, each federal agency shall ensure that recipients of federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Status: The MTP states that IMPO has used Census data to identify concentrations of poverty, low income, minority, low English proficiency, senior (65+), zero-car, and disabled populations. The information has assisted MPO staff in targeting and reaching out to these segments of the community both in terms of neighborhood meetings and notifications. The MPO makes interpreters available as necessary for public meetings pursuant to policy posted on the web site. Documents have been translated into Spanish. A group formerly known as the Minority Advisory Committee was formed particularly for representation of protected populations. There were not any Title VI complaints initiated or outstanding from 2010 through the time of the review.

The MTP discusses the value of overlaying maps of protected populations with locations of transportation projects to help identify impacts. Additionally, the MTP states that the

MPO intends to calculate percentages of general and protected populations that are within short distances to transit service. TIP project selection includes rating elements for multi-modal access which helps to improve transit service quality for protected populations.

Finding: IMPO meets the federal requirements for Title VI and Executive Order 12898 and the US DOT Order on Environmental Justice. It is unclear that mapping of protected populations was sufficiently available to the public as these were not found to be within the planning documents posted to the IMPO web site. Additionally, the MPO has not mapped these populations against proposed/selected transportation projects or conducted in-depth benefits and burdens analysis to identify disproportionate impacts.

Recommendation 8: It is recommended that IMPO conduct environmental justice benefits and burdens analysis on the impacts of planned transportation projects to minority and low income populations and demonstrate transparency to the public. This should include examination of travel times by mode to employment and community amenities and other metrics as appropriate for these populations compared to the overall population. An example of best practices can be found in the Northwestern Indiana Regional Planning Commission (NIRPC) 2040 Comprehensive Regional Plan.

AMERICANS WITH DISABILITIES ACT

Requirement: Public rights-of-way and facilities are required to be accessible to persons with disabilities through the following statutes:

- Section 504 of the Rehabilitation Act of 1973 (29 USC §794) 49 CFR Part 27 and
- Title II of the Americans with Disabilities Act of 1990 (ADA) (42 USC §§ 12131-12164) - 28 CFR Part 35.

These statutes prohibit public agencies from discriminating against persons with disabilities by excluding them from services, programs, or activities. Pedestrian access for persons with disabilities to the agency's streets and sidewalks must be provided, whenever a pedestrian facility exists. FHWA has the responsibility to ensure ADA compliance in the public right-of-way and on projects using surface transportation funds.

The ADA requires public agencies with more than 50 employees to conduct a self-evaluation of their current services, policies, and practices that do not meet ADA requirements. The public agency must then develop a "transition plan," which must include a schedule for providing required accessibility upgrades, including curb ramps for walkways (28 CFR §35.150(d)). ADA Transition Plans should have been completed by January 26, 1992, and the deadline for completing the required accessibility upgrades listed in the transition plan was January 26, 1995. The ADA transition plan and its identified needs should be fully integrated into the MPO's TIP and State DOT's STIP. For more information, see the USDOT Accessibility webpage at the following website: http://www.dot.gov/citizen_services/disability/disability.html .

Status: INDOT policy states that LPAs must have ADA Transition Plans to be eligible for funding administered by MPOs. IMPO verifies this when LPAs submit project applications. IMPO provides assistance to LPAs developing ADA Transition Plans upon request. IMPO public meetings are located at facilities accessible to disabled and transit-dependent populations. The MTP states that the MPO has been participating in neighborhood walkability analyses, in part, to identify facilities needing upgrades to become ADA-compliant. The TIP outlines rating criteria for proposed projects improving accessibility pursuant to the ADA.

Finding: IMPO meets the federal requirements associated with the Americans with Disabilities Act.

INTELLIGENT TRANSPORTATION SYSTEM ARCHITECTURE

Requirement: The FHWA Final Rule and FTA Policy on Intelligent Transportation Systems (ITS) Architecture and Standards, issued on January 8, 2001 and codified under 23 CFR Part 940 ITS Architecture and Standards, requires that all ITS projects funded by the Highway Trust Fund and the Mass Transit Account conform to the national ITS architecture, as well as to U.S. DOT-adopted ITS standards. 23 CFR 940 states that:

- At the issuance date (January 8, 2001) of the Final Rule/Policy, regions and MPOs implementing ITS projects that have not advanced to final design by April 8, 2005, must have a regional ITS architecture in place. All other regions and MPOs not currently implementing ITS projects must develop a regional ITS architecture within four years from the date their first ITS project advances to final design.
- All ITS projects funded by the Highway Trust Fund (including the Mass Transit Account), whether they are stand-alone projects or combined with non-ITS projects, must be consistent with the provisions laid out in 23 CFR 940.
- Major ITS projects should move forward based on a project-level architecture that clearly reflects consistency with the national ITS architecture.
- All projects shall be developed using a systems engineering process.
- Projects must use U.S. DOT-adopted ITS standards as appropriate.
- Compliance with the regional ITS architecture will be in accordance with U.S. DOT oversight and Federal-aid procedures, similar to non-ITS projects.

Status: Integration of ITS and System Management and Operations is discussed in the MTP. The most recent IMPO ITS architecture report (ITS report) was finalized in February 2012 and is an update to the previous version completed in February 2008. It was coordinated with the INDOT ITS Strategic Deployment Plan for the Indianapolis region. A minor update is expected to be completed in 2014 to ensure consistency with evolving technology across the region. A broad array of planning partners was involved in developing the ITS report. The document identifies the general framework for planning and includes procedures for identifying stakeholders, coverage area and needs. The document has sections on inventorying pertinent assets and developing operational concepts in addition to defining functional requirements and information

flows. Steps are provided on sequencing projects, developing interagency agreements, and identifying standards. There are sections of uses and maintenance of the architecture with a mechanism for redundancy to over time for updating purposes. The ITS report contains a detailed project list for the years 2011-2021. ITS projects are identified separately in the TIP.

Finding: The IMPO ITS architecture complies with federal requirements.

TRAVEL DEMAND MODEL

Requirement: An MTP requires valid forecasts of future demand for transportation services. These forecasts are frequently made using *travel demand models*, which allocate estimates of regional population, employment and land use to person-trips and vehicle-trips by travel mode, route, and time period. The outputs of travel demand models are used to estimate regional vehicle activity for use in motor vehicle emissions models for transportation conformity determinations in nonattainment and maintenance areas, and to evaluate the impacts of alternative transportation investments being considered in the MTP.

Status: The projected transportation demand is determined based on the IMPO travel demand forecasting model. The model uses the forecasted changes in socioeconomic factors such as population, employment, and average household income to project future travel demand. A traditional daily four-step process is used: trip generation, trip distribution, mode choice, and trip assignment. Truck trip productions and attractions are determined using the Quick Response Freight Model. The most recent model reflects conditions in the 2009–2010 period based upon the Indiana State Travel Demand model and INDOT truck counts. Detailed review of the procedures used in developing the model during the previous planning review found them to be valid. The MPO continues to invest an appropriate level of effort to update the model.

Finding: IMPO meets the federal requirements for travel demand modeling.

FREIGHT PLANNING ACITIVITIES

Requirement: 23 U.S.C. 134 (a) and 23 CFR 450.306(4), 450.316(a), 450.316(b), 450.104 - Metropolitan transportation planning section indicates that:

“It is in the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas, while minimizing transportation related fuel consumption and air pollution through metropolitan and Statewide transportation planning processes identified in this chapter; and encourage the continued improvement and evolution of the metropolitan and Statewide transportation

planning processes by MPOs, State departments of transportation, and public transit operators as guided by the planning factors identified in subsection (h) and section 135(d).

Status: The MTP contains freight-related goals and objectives including development of pertinent performance measures. MTP and TIP project evaluation includes an element for freight. IMPO maintains a freight page on its web site with general information on modal characteristics, facilities locations, and the amount of goods movement. There are links to three white papers that were completed in September 2010: rail freight/passenger coordination; an assessment of intermodal transfer areas; and identification of freight bottlenecks. A 2013 regional freight study presented an inventory of major freight facilities and a summary of major commodities by mode moving through the region. These and prior freight-related plans help the planning partners preserve areas for industry. Additionally, they have assisted in identifying projects for mode-specific or multi-modal congestion mitigation, new interchanges and expansion as appropriate. Freight movement data is not collected by the MPO on an ongoing basis but it is available through past planning efforts.

IMPO has a designated freight planning point person and coordination takes place with INDOT and the Mississippi Valley Freight Coalition amongst other partners. The MPO has coordinated with FHWA on the 2013 Metropolitan Freight Program Assessment. The MPO is expecting to coordinate with INDOT on freight and other transportation issues in accordance with the July 2014 report, "Blue Ribbon Panel on Transportation Infrastructure" (see <http://www.in.gov/gov/2675.htm>), which has significant implications for the Indianapolis region. The updated IMPO Bylaws will add the private freight advocacy organization, Conexus, as a non-voting member to the IRTC Technical Committee.

The draft CY 2015-2016 UPWP includes development of a comprehensive freight plan which will include an inventory of facilities, private sector participation, identification of challenges/opportunities, integration into the overall planning process, and proposed solutions/projects.

Finding: Freight and other intermodal activities are adequately considered in the planning process in accordance with the requirements.

SAFETY

Requirement: 49 U.S.C. 5303 requires MPOs to consider safety as one of eight planning factors. As stated in 23 CFR 450.306(a)(2), the metropolitan transportation planning process provides for consideration and implementation of projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users.

Status: The MPO initiated safety studies in 2010, 2011 and 2012 to identify and study high-crash locations. The studies recommended specific improvements to address safety-related deficiencies. These included lower cost upgrades such as new signage and pavement markings, in addition to higher-cost capital improvements such as reconstruction or added travel lanes. The studies included collaboration with INDOT, local planning partners, police agencies, and traffic engineers to determine the major safety concerns and related performance measures. As a result, seventy-one intersections and three high volume corridors were analyzed and prioritized for upgrades programmed in the TIP. The most recent MTP outlines similar coordination with INDOT and citizens that took place to identify safety-related projects during the plan update.

Finding: The planning process is compliant with the safety requirements found at 23 CFR 450.306(a)(2).

SECURITY

Requirement: Federal legislation has separated security as a stand-alone element of the planning process (both metropolitan 23 CFR 450.306(a)(3) and Statewide 23 CFR 450.206(a)(3) planning). The regulations also state that the degree and consideration of security should be based on the scale and complexity of many different local issues.

Status: In 2010, IMPO staff assisted Marion County Emergency Services with updating the Marion County Evacuation Plan. This consisted of using both dynamic traffic analysis and sub-area analysis for the downtown Indianapolis area and providing projections related to street attributes within the travel demand model. According to the most recent MTP, IndyGo allocates Section 5307 and other funding annually for various capital security projects.

Finding: The planning process is compliant with the security requirements found at 23 CFR 450.306(a)(3).

LIVABILITY & SUSTAINABILITY

Basic Requirement: While current statute and transportation planning regulations do not make direct references to land use or livability planning, the transportation planning process is required to be coordinated with “planned growth” and similar activities, as those that exist within the region. In addition, MPOs and State DOTs must, when appropriate consult with other agencies that have certain responsibilities for land and other resource management. Additionally,

23 CFR 450.322(f)(8) states that the MTP shall include: Pedestrian walkway and bicycle transportation facilities in accordance with 23 USC 217(g).

23 CFR 450.324(c) states that the TIP shall include projects for trails, pedestrian walkways and bicycle facilities.

23 CFR 450.306(g) states: Preparation of the coordinated public transit-human services transportation plan (HSTP), as required by 49 USC 5310, 5316 and 5317, should be coordinated and consistent with the metropolitan transportation planning process.

Status: The current MTP includes an Indy Connect Transit Vision Plan which provides an overview of recent efforts to increase public transportation service coverage and quality in the region and a proposed fiscally constrained scenario of related projects. For illustrative purposes, assumptions are made on improvements that could be expected if increases occurred in dedicated funding levels. Proposed fixed guideway rail and bus rapid transit projects are identified and prioritized using performance measures. The methodology includes a benefit-cost index which considered potential increases in trips, increased frequencies, and incremental costs. Major transit stations are identified based upon the projects with an assumption of about 15 percent of population and growth directed towards TOD in these areas. As a result, these areas would receive 35,000 more households and 24,000 more jobs than the scenario currently selected in the current MTP. In 2014, the Indiana Legislature provided authority to particular Indiana counties, some of which are in the Indianapolis TMA, to hold referendums to increase funding for transit. Any such referendums would commence in 2016 at the earliest.

The current MTP has a section on bicycle and pedestrian priorities and establishes a proportional funding level for pertinent facilities. Discussion is provided on the historical development of bicycle and pedestrian plans and their consolidation into the Indianapolis Regional Pedestrian Plan (Pedestrian Plan) from 2003-2006. The MTP references visioning efforts to identify future needs and track projects through established metrics to determine achievement of goals/objectives. The Pedestrian Plan was updated with separate plans, a bicycle plan in 2012, which includes metric-based project scoring, and a pedestrian plan in 2009. Both of these integrate efforts by LPAs. A recently established Complete Streets Policy provides guidance on integrating bicycle and pedestrian components into projects based upon specific circumstances.

IndyGo has historically been the designated recipient for Section 5307 funds. In May 2011, the Indiana Governor named CIRTAs as a designated recipient of Section 5307 funds. However, IndyGo has continued to obligate all of these funds for the Indianapolis area. CIRTAs has received funding from FTA via the CMAQ program for reverse commute transit service. They have also received discretionary funding from the Veterans Transportation and Community Living Initiative program for one click/one call demand response travel assistance. IndyGo has earmarks for construction of a new downtown transit center. A portion of these earmarks were de-obligated by FTA in 2013 due to a lack of progress on the project. The remainder was re-obligated in 2014 due to selection of an alternate location. Groundbreaking for the project is forthcoming.

IndyGo is the lead agency for the HSTP, which was initially adopted in 2007 and is

generally updated on a regular two or three-year cycle, with the last occurring in 2013. The HSTP outlines the planning partners/stakeholders involved, special needs transportation services available, identified needs, and the types of projects to address them. IndyGo is the designated recipient for Section 5316 Job Access and Reverse Commute (JARC) and 5317 New Freedom funds. MAP-21 eliminated these as stand-alone funding programs beginning in FY 2013. MAP-21 required the identification of new designated recipients separate from the State DOTs for large urbanized areas with more than 200,000 population. The Indiana Governor designated IndyGo as the designated recipient for Section 5310 Enhanced Mobility of Seniors and Individuals with disabilities funding in 2013. IndyGo has a previously approved Program Management Plan (PMP) outlining their procedures for administration of the Section 5316 and 5317 programs. In March 2014, IndyGo submitted a draft updated PMP to address the changes, including administration of Section 5310. FTA provided comments for changes in the document in July 2014. IndyGo has an established project selection process and passes funding through to sub-recipients chosen to implement projects.

Finding: IMPO has continually conferred with local planning authorities, stakeholders, and the public for a number of years to coordinate land use and transportation in an effort to improve transit and bicycle/pedestrian mode shares. The recommendation in the Agreements section is reiterated regarding the suggestion that IndyGo and CIRT document the Section 5307 split of funding through an annual compact.

Recommendation 9: In accordance with the *United States Department of Transportation Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations*, IMPO is encouraged to expand its collection of data on non-motorized travel, set mode share targets, and measure performance.

Commendation 2: IMPO is commended for its extensive planning work in the ongoing IndyConnect initiative to expand multi modal transportation alternatives in central Indiana. IMPO's public outreach efforts have been outstanding in developing consensus for improvements in public transportation. Other noteworthy initiatives among others related to the IndyConnect effort includes: the Transit Oriented Development Strategic Plan, an advisory document to improve land uses at transit stations; HUD Challenge grant: Rezone Indy, to create mixed land uses to support transit; and coordination with the Central Indiana Council of Elected Officials (CICEO), related in part to the Indy Connect Benefit-Cost Analysis.

Appendices

APPENDIX 1 – METROPOLITAN PLANNING AREA APPROVAL LETTER



INDIANA DEPARTMENT OF TRANSPORTATION *Driving Indiana's Economic Growth*

100 North Senate Avenue
Room N 955
Indianapolis, Indiana 46204

PHONE: (317) 232-5650

Michael R. Pence, Governor
Karl B. Browning, Commissioner

February 7, 2014

Ms. Anna Gremling, Executive Director
Indianapolis Metropolitan Planning Organization
City-County Building, Suite 1922
200 East Washington Street
Indianapolis, Indiana 46204

Dear Ms. Gremling:

On behalf of Governor Michael R. Pence and in accordance with 450.312 Metropolitan Planning Area Boundaries, I am pleased to inform you that the proposed Metropolitan Planning Area (MPA) for the Indianapolis Metropolitan Planning Organization (IMPO), the designated Metropolitan Planning Organization (MPO) for the Indianapolis Urbanized Area, is hereby approved.

The MPO is required to designate an MPA which, at a minimum, covers the census defined urbanized area and the contiguous area likely to be urbanized within the next twenty year forecast period covered by the MPO's transportation plan.

The supporting IMPO Resolution Number 12-IMPO-010 and the Technical Memorandum 10-9-12, documenting the methodology used by IMPO to define the MPA, satisfy the requirements of 450.312.

Please submit the approved MPA map to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) together with a copy of this letter as documentation of the Governor's approval.

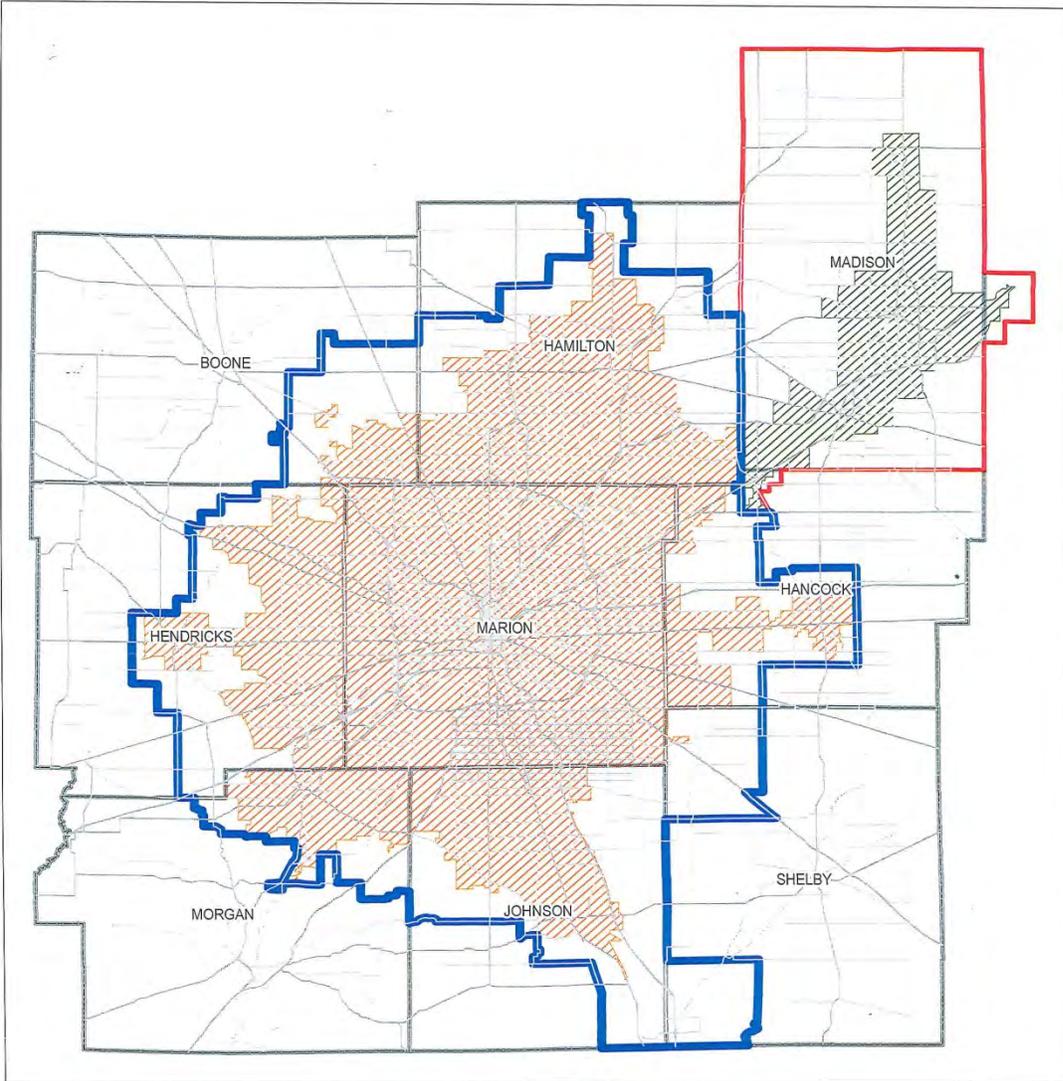
Sincerely,

A handwritten signature in black ink, appearing to read "Karl B. Browning".

Karl B. Browning
Commissioner

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Exhibit A – Metropolitan Planning Area Boundary



Major Roads
 2012 Proposed Anderson MPA
 2012 Proposed Anderson UAB
 County Lines
 2012 Proposed Indianapolis MPA
 2012 Proposed Indianapolis UAB



Indianapolis Metropolitan Planning Area Map Approval Signatures			
	Indianapolis MPO	State of Indiana	
Signature	<i>Anna M. Lysekiewicz</i>	<i>Troy Woodruff</i>	
Printed Name	Anna M. Lysekiewicz	Troy Woodruff	
Title	Executive Director	Chief of Staff	
Date	11/2/12	2/10/14	

APPENDIX 2 – IMPO RESPONSES TO ADVANCE QUESTIONNAIRE

Study Area Designation, Organizational Structure, Boundaries and Agreements

1. Have the UAB and MPA been adjusted for the 2000 Census? What is the date of the last IMPO and Governor approvals for the UAB? For the MPA? Have the revised maps been submitted to both FTA and FHWA? Do plan updates consider expanding the MPA to incorporate new areas expected to be urbanized in the next 20 years?

The current and approved UAB and MPA is based on 2010 Census data; the Adjusted Urban Area boundary was approved January 30, 2013; the MPA boundary was approved February 7, 2014. The MPA map is found on the MPO website at:

<http://www.indympo.org/Data/Maps/Pages/General-Maps.aspx>

The nine-county Central Indiana region contains all or portions of three urbanized areas: those of Anderson, Columbus, and Indianapolis. The boundaries of the Anderson and Indianapolis MPOs abut, as do the boundaries of the Columbus and Indianapolis MPOs (the Anderson and Columbus MPOs are separated by a considerable distance). Large portions of the Central Indiana region lie outside of any MPO's planning area.

In 2010, the IRTC Technical and Policy Committee meetings approved a proposal to revise the MPA to transfer the Johnson and Shelby County portions of the Columbus Metropolitan Planning Area, which includes the two townships in the vicinity of Edinburgh, to the Indianapolis MPO. The purpose of the transfer was to remove the Columbus MPO from the Central Indiana Air Quality Nonattainment Area, thus simplifying the Transportation Conformity Process. As of June 2014, this arrangement remains in effect.

2a. Who are the member agencies of the IMPO Policy Committee? Who are the member agencies of the IMPO Technical Committee?

The Indianapolis Regional Transportation Council (IRTC) is comprised of a Policy Committee and a Technical Committee, which together oversee the MPO's transportation planning process. Both committees have representatives from the following local public agencies: The counties of Boone, Hamilton, Hancock, Hendricks, Johnson, Marion, Morgan, and Shelby; the cities of Beech Grove, Carmel, Franklin, Greenfield, Greenwood, Indianapolis, Lawrence, Noblesville, Southport, and Westfield; and the towns of Avon, Bargersville, Brownsburg, Cicero, Cumberland, Danville, Fishers, McCordsville, Mooresville, New Palestine, Pittsboro, Plainfield, Speedway, Whiteland, Whitestown and Zionsville; also included are the Indiana Department of Environmental Management, the Indiana Department of Transportation, the Indianapolis Airport Authority, the Indianapolis Public Transportation Corporation/IndyGo, the Central Indiana Regional Transportation Authority (CIRTA), and the Ports of Indiana.

2b. Discuss the impacts thus far of inclusion of new members into the IMPO planning process resulting from Census 2010.

The new IRTC members as a result of the 2010 census include the towns Bethany and Spring Lake, and the City of Greenfield. The addition of these LPAs increased not only the population, but also increased the competition for the allocated federal transportation improvement funds (STP, CMAQ, TE/TAP, and HSIP).

A larger number of members have also resulted in changes to the formality required of boards, and subsequently to the bylaws of the MPO. The greater non-Indianapolis population has resulted in a population-based local match requirement.

2c. Are any implementing agencies not members of the MPO or policy board?

Of the thirty-eight cities, towns and counties in the Indianapolis Urbanized Area, five implementing agencies declared that they will not participate in the transportation planning process. Those local public agencies are the towns of Arcadia, Bethany, Brooklyn, New Whiteland, and Spring Lake. MPO staff contacts each jurisdiction annually to maintain good relationships and regular communication.

2d. Are any operators of major modes of transportation not members of the MPO or policy board?

All public or quasi-public operators of major modes of transportation, including the Ports of Indiana and Indianapolis Airport Authority, are represented on the IRTC committees. Discussions are ongoing about eventually including the preeminent private-sector freight group, CONEXUS, to the IRTC Policy Committee as an advisory member, but no decision has been made yet for 2015.

2e. What is the voting structure of the MPO?

The voting structure is currently one vote per member. In addition, the Indianapolis Public Transportation Corporation (dba IndyGo), Central Indiana Regional Transportation Authority (CIRTA), Indianapolis Airport Authority (IAA), Indiana Department of Transportation (INDOT), and Ports of Indiana are voting members. FHWA, FTA, IDEM, EPA, MDC and non-participating LPAs are non-voting members.

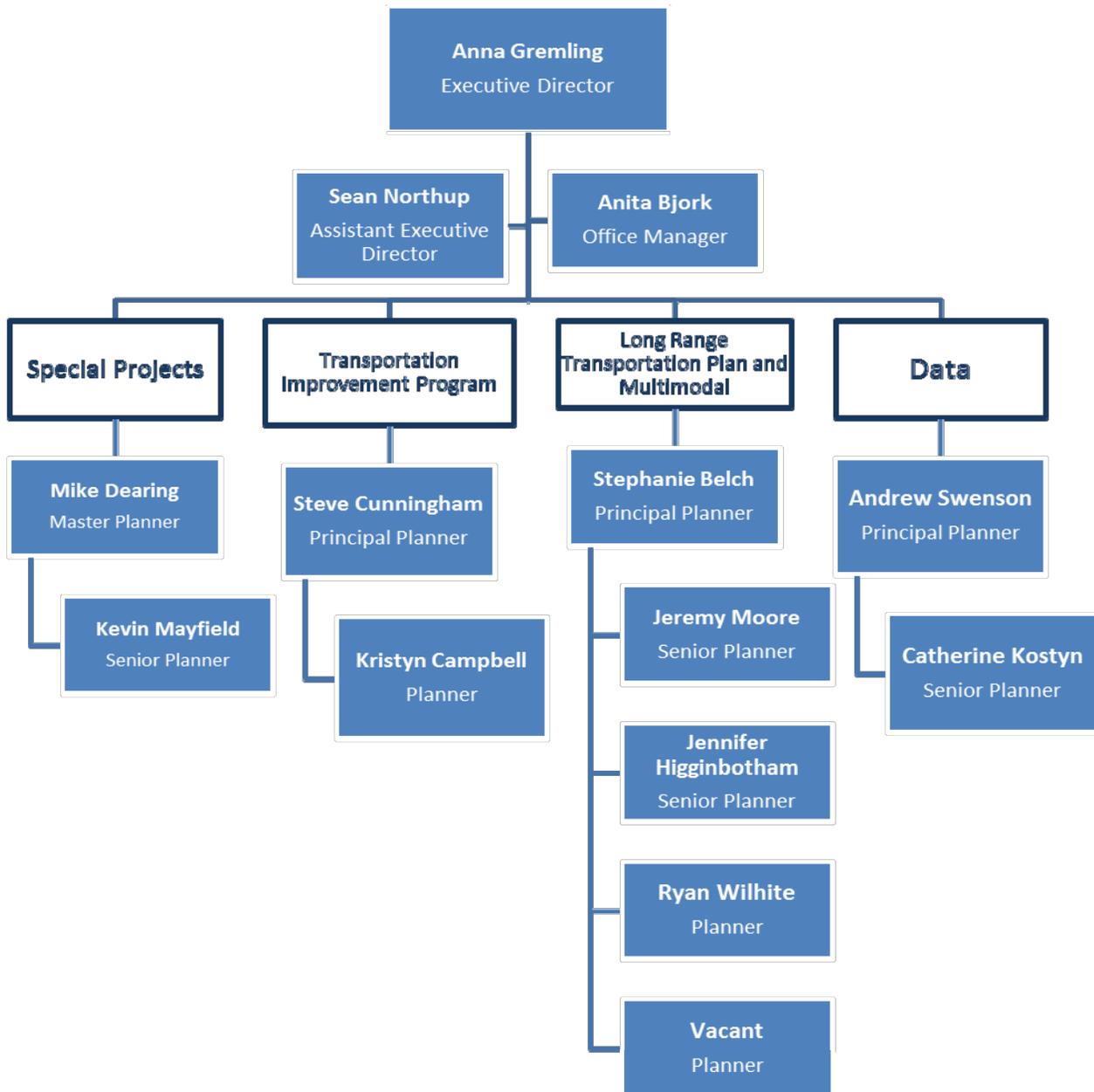
2f. Are all jurisdictions within the UAB represented on the Policy Committee?

Of the thirty-eight cities, towns and counties in the Indianapolis Urbanized Area, five implementing agencies declared that they will not participate in the transportation planning process. Those local public agencies are the towns of Arcadia, Bethany, Brooklyn, New Whiteland, and Spring Lake. MPO staff contacts each jurisdiction annually to maintain good relationships and regular communication.

3. Discuss the organizational structure of the IMPO staff. To what degree is the MPO process supported by staff activities of member agencies?

The MPO staff typically utilizes a team approach to organization, rather than relying on a rigid

hierarchical structure, but formal relationships do exist. Reporting lines of the MPO staff are shown in the following figure.



Reporting lines above the Executive Director diverge. The first reporting line goes to the members of the IRTC. The second line goes to the administration of the City of Indianapolis, which acts as the fiscal agent and legal authority for the MPO. In January, 2010 the MPO became a Division within the Indianapolis Department of Metropolitan Development, and reports directly to the Department Director.

MPO staff works closely with technical staff from the IRTC member agencies. In most cases, IRTC Technical Committee representatives are municipal staff, including planners, engineers, and administrators.

4. What official cooperative agreements or memoranda of understanding identifying planning responsibilities have been established among IMPO, INDOT, public transit providers/operators, air quality agencies or other agencies involved in the planning process?

MPO Bylaws were updated in October 2009 to further delineate member participation requirements. In 2014 the Bylaws will also be updated to reflect recommendations from the Organizational Study.

A new Memorandum of Agreement (MOA) has been drafted and signed by the MPO, IndyGo, and INDOT. The MOA lists the responsibilities of the MPO, IndyGo and INDOT in the planning process; and spells out requirements for the three main documents (UPWP, MTP, TIP) as well as public participation, transit planning, and travel demand modeling.

Because of a portion of the Indianapolis UAB is included in Anderson's MPA, and because a portion of Columbus' UAB is included in Indianapolis' MPA, a memorandum of agreement is being developed that will spell out the funding arrangement for federal construction dollars, air quality conformity determination coordination, and other planning responsibilities among and between the 3 MPOs. As of July 2014, this agreement is still under development.

5. Are agreements final, signed, and in effect? Are they appropriate and current? Are updates being developed or contemplated? If so, what changes are planned? Do the parties to the metropolitan planning process actually adhere to the processes identified in the agreements?

As stated above, the new MOA between the MPO, IndyGo, and INDOT has been signed by the 3 parties.

In the agreement between the 3 MPOs, it is being developed with our current operating procedures in mind, as well as the STP (and potentially other funding categories) distribution (as result of UAB/MPA overlaps) to be delineated through this agreement.

6. Discuss organizational challenges and opportunities that are anticipated during the planning horizon. How is IMPO involved in regional land use planning and decision making? Describe in detail how this involvement has facilitated land use plans and physical design that is conducive to a balanced transport system that maximizes efficiency, accessibility, and connectivity? Are there any land use or economic initiatives on the horizon that will significantly impact the planning process in the region?

Opportunities include:

- The MPO, the Central Indiana Regional Transportation Authority (CIRTA), and IndyGo have worked closely since 2010 to advance transit planning efforts under the joint name of Indy Connect. That process, which has included an unprecedented public outreach component that served as outreach for the MTP, has evolved from more general transit planning to very specific

alternatives analyses, NEPA documents, and engineering reports. Per best practices and FTA guidelines, planning for rapid transit lines must occur in conjunction with land use planning around station areas.

- In 2011, the MPO began work on an on-going transit-oriented development strategic plan. The TOD Strategic Plan is an advisory land use document that was used to help place station areas during Alternatives Analysis processes, but it also identifies station- area typologies and makes recommendations about the location of uses and densities that would support a transit investment. MPO staff has worked closely with affected LPAs to share the findings of the study and recommend land use actions.
- Rezone Indy is an initiative of the Indianapolis Department of Metropolitan Development, funded by a HUD Challenge Grant, that is focused on updating the Indianapolis unified zoning ordinance for the first time since 1969. The process is wrapping up now, and it created four new mixed-use districts, two of which were specifically designed for transit stations. MPO staff served on the Rezone Indy steering committee and worked closely with DMD staff in the development of those two transit- ready mixed-use districts. No map changes were made as part of the Rezone Indy process.
- A relatively large group of chief elected officials in from the region, mostly mayors and town managers, formed a group called Central Indiana Council of Elected Officials (CICEO) to coordinate on regional issues. In 2014 the IMPO Executive Director began regularly attending CICEO meetings.
- CICEO has identified watershed planning as a significant unmet need in the region and has initiated conversations about increasing local match to add staff to the MPO dedicated to water issues. That conversation is ongoing.
- Some of the faster-growing LPAs are committing to a more dense development pattern, creating walkable downtowns and creating flexible zoning to encourage multi-use development.

Challenges include:

The IMPO is not involved in regional land use decision making or planning. Many LPAs within the MPA are developing zoning and land use plans that require more compact development, particularly in areas where full-build out is becoming a reality or a potential transit line would be built. The Indianapolis region has not missed the national trend of urbanization. Downtown Indianapolis and its surrounding suburban downtowns are experiencing a multi-family and multi-use building boom. While the shift is not the dominant view in the region, this recent trend towards urbanization and dense development could alter the planning process in the region. This trend may affect the design of existing roadways as communities in the region seek to make their roadways safer for pedestrians and bicyclists.

Another challenge facing us all is the uncertainty of funding for transportation planning and programming. The state and federal gas taxes have not been raised in over 20 years but the demands on the transportation infrastructure continue to mount. The recent economic downturn and continued strain on public finances are forcing difficult decisions on transportation project priority. New roadway construction, roadway expansion, and widening continue to be expensive

projects for jurisdictions and may be reconsidered due to changing demographic trends and flat (or declining) resources. A lack of a stable source of transportation financing may impact the planning process more than even the changing demographic trends.

7. How does IMPO evaluate the overall effectiveness of its planning processes and procedures? What kind of cost-benefit analysis is performed?

The most recent full update of the 2035 MTP (2011) used a performance-based approach; this was the first time the MPO has attempted such a methodology. Such an approach has allowed for better tracking of performance relative to program investment than has been the case in the past. Performance measures included condition of pavement and bridges, crash rates, congestion, transit trips, freight mobility, and land use. In addition, the relationship between performance and budget was evaluated. This process provided decision-makers with an opportunity to reach consensus on an overall vision of transportation in the region.

In 2009, the MPO collaborated with a coalition consisting of the Central Indiana Corporate Partnership, the Central Indiana Community Foundation, the Central Indiana Chamber of Commerce, IndyGo, and the Central Indiana Regional Transportation Authority to conduct a cost-benefit-based analysis of existing and potential transportation plans. The coalition, named the “Central Indiana Transit Task Force,” made several plan recommendations that are being investigated and refined as part of the Indy Connect process.

UNIFIED PLANNING WORK PROGRAM

8. How are UPWP activities developed, selected, and prioritized? How are the State and public transit agencies involved in UPWP development? How are freight, non-motorized, bicycle, pedestrian and other modal interests involved in the development of the UPWP?

Staff keeps a running list of regional planning needs and activities, including specific LPA planning needs that come up during the ongoing regional transportation planning process. Staff then works in consultation with the IRTC’s Administrative Committee to refine drafts of the individual year UPWPs, then the IRTC and a committee consisting of IRTC representatives, INDOT, FHWA, FTA, IndyGo, EPA, and the Anderson and Columbus MPO’s reviews the draft and final UPWPs. Transit and bicycle-pedestrian activities have historically been given high weight for UPWP studies and plans; the MPO has deliberately emphasized freight activities in its UPWP since 2010.

9. How do the activities in the UPWP relate to the goals and priorities identified in the MTP? Does the UPWP provide for the development of performance measures that relate to the MTP’s goals and objectives? If so, what are those measures?

There were three major goals and 11 objectives listed in the 2035 MTP. Some of the 2010, 2011, 2012, 2013, and 2014 UPWP tasks relevant to each goal have been listed under each; lists are brief and not totally inclusive.

Goal #1: Preserve, make safe, and improve utilization of the existing transportation system.

Objective #1: Maintain the existing network in a state-of-good repair.

Objective #2: Use cost-effective transportation system management, transportation demand management, intelligent transportation system, and operational improvements and techniques to increase the efficiency and safety of the existing transportation system.

UPWP Tasks: Safety and security studies every year from 2010 to 2013 to identify and prioritize dangerous intersection improvements; annual HSIP project selection process review; annual ITS infrastructure update; local thoroughfare plans; development and maintenance of the transportation demand modeling; State of the System report; speed studies; economic and land use modeling; traffic counts; the development of a regional pavement management system, including integration with the MPO's online project management software

Goal #2: Enhance regional transportation mobility and accessibility.

Objective #1: Provide cost-effective transportation improvements to address identified mobility problems and reduce the growth in traffic congestion.

Objective #2: Provide appropriate travel options and choice for all users, including auto, transit, Paratransit, bicycle, and pedestrian.

Objective #3: Improve accessibility to regional employment and activity centers.

Objective #4: Enhance connections between modes.

Objective #5: Support commercial goods movement within and through the region.

UPWP Tasks: Congestion management plan; freight committee; freight import/export reports; comprehensive regional freight plan; downtown Indianapolis freight railroad *Belt Study*; Indy Connect rapid transit corridor alternatives analyses and draft environmental impact statements; household survey; onboard survey; IndyGo comprehensive operational analysis; regional bike plan; regional pedestrian plan; IndyGo- Indianapolis Public Schools coordination study; CIRTA planning and support; Pedal and Park program; Red Flag Investigations on MTP projects

Goal #3: Coordinate transportation system improvements to be consistent with regional values.

Objective #1: Partner with state and local jurisdictions to ensure transportation and land use are complementary.

Objective #2: Enhance transportation system sustainability and minimize impacts of the transportation system to the built and natural environment.

Objective #3: Support regional economic development.

Objective #4: Support transportation security.

UPWP Tasks: Indy Connect TOD Strategic Plan; MIBOR-MPO Housing Preference Study; Indy Connect economic impact statement; air quality conformity analysis and coordination

The MPO’s 2035 MTP was an early adopter of the performance-based MTP approach, particularly within the MPO’s Data Section, which collects and analyzes data through processes such as pavement management inventories, travel demand modeling, traffic counts, GIS, etc. Section 3.0 of the MPO’s 2035 MTP is titled *Long-Range Goals, Objectives, and Performance Measures: a Performance-Based Planning Process*, and it details specific measures for each MTP goal. Much of the MPO’s UPWP is aimed at the ongoing maintenance of the 2035 MTP performance measures.

<u>Goal</u>	<u>Objective</u>	<u>Performance Measure</u>
1	1, 2	Percent of pavement in good condition Percent of bridges in good condition Crash rates
2	1, 2, 3	Reduction in peak-period delay Volume to capacity ratio
	1, 2, 3, 4	Intercorridor Connectivity Intracorridor Connectivity Potential trips served by transit service
	5	Importance of freight mobility
3	1, 2, 3	Changes in population and employment Industry cluster support Land use intensity

10. Are required elements (e.g. all transportation planning and transportation-related air quality planning activities, regardless of funding source) included? How are non-federally funded studies identified?

All federally-required planning elements and Planning Emphasis Areas (PEA), including air quality planning activities and transportation planning activities, are included in the UPWP. Beginning in 2013, the MPO adjusted the format of the UPWP to break out federal and local funding sources by task in the UPWP. This format allows for easier and more transparent accounting of sources and uses of funds. The new format has been well received by the Policy Committee.

11. Does the UPWP provide for funding for the professional development of the MPO staff?

Yes. Professional development is generally described as an indirect cost in the IMPO’s Cost Allocation Plan (CAP). Many training resources (such as National Transit Institute) waive fees for public-sector employees, so that MPO expenses are primarily travel-related. INDOT’s leadership in procuring statewide training events (e.g., for ERC training and travel demand modeling) is greatly appreciated. Professional development was specifically named as a task in the 2014 UPWP to reflect increased demands on staff to travel to conferences and training seminars, often both as presenters and attendees.

12. In the current UPWP, are all Federal fiscal resources budgeted that are available for

planning? For the past two years, have all the fiscal resources been spent? Is there a running balance of Federal planning funds? If so, what is the average balance? Are there ongoing issues concerning over or under budgeting Federal planning funds?

Since INDOT transitioned to a two-year grant program, the MPO has been able to budget all resources that are available for planning. 2011-2012 PL fiscal resources were spent, and 2013-2014 PL resources are all budgeted and on track for obligation. The Indianapolis MPO has no running balance of Federal planning funds.

13. How are planning activities tracked and status reported to interested parties (e.g. summary of previous year's activities and accomplishments included in the current UPWP)?

Monthly UPWP progress reports and year end reports are developed in concert with PL invoices submitted to INDOT, and forwarded to interested agencies (i.e. FHWA, FTA). MPO staff tracks the obligation of budgeted funds in a spreadsheet, and beginning in 2014 will produce an annual report of planning activities to the Policy Committee, including INDOT, FHWA, FTA, and regional transit providers.

CORRIDOR STUDIES

14. Briefly describe some of the significant sub-area or corridor studies in the IMPO metropolitan area since the last federal certification review.

The Indianapolis MPO has conducted a number of city/county transportation plans, thoroughfare plans, corridor plans and studies, as well as multimodal plans and studies. Here's a listing of transportation and thoroughfare plans and other corridor studies:

Transportation Plans: Analysis of rail corridors, intermodal freight facilities, and freight bottleneck areas, Transportation Safety and Security Studies (2011, 2012, 2013), Lawrence Bell Ford Bridge Study, Avon Traffic Analysis.

Thoroughfare Plans: New Palestine Thoroughfare Plan, Fishers Thoroughfare Plan, Westfield Thoroughfare Plan, Indianapolis-Marion County Thoroughfare Plan.

Corridor Plans and Studies: Northeast Quality of Life Plan, Highway Tolling Study, Greenwood Citywide Traffic Impact Study, Northeast Corridor Transit-Oriented Development Study, Indy Connect Transit-Oriented Development Strategic Plan, SR 37 Corridor Study, Avon East-West Corridors Plan, Beech Grove Transportation Projects, Hancock County-Mount Comfort Road Corridor Plan, Morgan County Henderson Ford Road Study, Westfield Spring Mill Road Study.

Multimodal Plans: Historic Mid-North Neighborhood Initiative (HARMONI) sidewalks environmental and survey work, City of Indianapolis Bicycle Master Plan, City of Indianapolis Greenways Plan, Central Indiana Pedestrian Plan, Indy Connect Benefit-Cost Analysis, Fishers Multimodal Plan, Northeast Corridor AA/DEIS, Green Line Downtown Routing Alternatives, Blue Line Alternatives Analysis, Red Line Alternatives Analysis, Purple Line Alternatives Analysis, IndyGo-IUPUI Transit Study, IndyGo-IPS Transit Study, IndyGo Comprehensive

Operational Analysis 2011, IndyGo Comprehensive Operational Analysis 2014.

15. Are sub-area and corridor studies conducted in a manner so that environmental and planning decisions and analyses may be carried through to the project development and environmental review processes? If so, provide examples and discuss benefits and costs of such activities.

Yes. Whenever a study is intended to lead to project development, that study is conducted with future implementation in mind. To the greatest degree possible, preliminary corridor studies, small area studies, and transit plans attempt to document environmental and planning alternatives to set the groundwork for later environmental and engineering documents. For example, in 2013 the MPO managed three concurrent alternatives analyses for transit corridors in the Indy Connect plan: the Red Line, the Blue Line, and the Green Line.

The Red and Blue Line studies cost approximately \$1.2 million each (80% FTA 5309 Grant, 20% City of Indianapolis DPW match) but they explored all possible routing, station layout, traffic flow, vehicle technology, and historic property impacts, including detailed red flag analysis. Both processes were completed on time and on budget, and the Red Line has been deemed to be a Categorical Exclusion by FTA Region 5 – a process that has been streamlined because of the groundwork laid by the Red Line Alternatives Analysis. The Green Line is an ongoing alternatives analysis and environmental impact statement, so planning and environmental considerations are being studied as one continuous process. Having conducted three alternatives analyses over the previous two years, IMPO staff is taking on the Purple Line Alternatives Analysis in 2014 using primarily staff time and \$60,000 of engineering consulting assistance.

As another example, corridor planning studies like the Mount Comfort Travel Demand Study (\$125,000) and the Spring Mill Road Study (\$85,000) are designed to take environmental and planning decisions into account early so that environmental and engineering studies may be streamlined. Both studies included detailed red flag analysis and lead directly to environmental and construction documents.

16. Is there a process in place to evaluate past performance (efficient and effective funds use) of UPWP projects/work elements? If so, please provide documentation of this process and its results. Does past performance affect your agency's decision to include updated versions of a project in the new program?

At the conclusion of all contracts, IMPO project managers fill out a consultant evaluation form. If there were any issues throughout the contractual engagement, contractors are flagged by Purchasing and future engagements are more closely scrutinized (though significant problems with vendors are exceedingly rare for the IMPO). Now that IMPO has implemented quarterly tracking, a similar consultant evaluation, penalty, and reward system is being considered to recognize efficient or deficient use of funds.

Concerning the evaluation of the overall UPWP, IMPO staff will begin creating an annual report on planning activities in 2014, to be presented to the Administrative, Technical, and Policy

Committees in the first quarter of 2015. The annual report will include a recap of UPWP activities, which will inform discussion during the creation of the next year's UPWP.

TRANSPORTATION PLANNING PROCESS – GENERAL

17. Do the MPO, State and transit operators cooperatively determine their mutual responsibilities in the conduct of the planning process, including the following products: corridor studies, UPWP, MTP, and TIP? Are the development of the TIP and MTP coordinated with other providers of transportation as well as other appropriate agencies?

A new Memorandum of Agreement has been drafted and signed by the MPO, IndyGo, and INDOT. The MOA lists the responsibilities of the MPO, IndyGo and INDOT in the planning process; and spells out requirements for the three main documents (UPWP, MTP, TIP) as well as public participation, transit planning, and travel demand modeling.

18. What is the role and how are the state and transit operator(s) involved in the MPO's overall planning and Project Development Process (PDP)?

The State DOT and the Indianapolis public transit provider (IPTC) have voting membership on the IRTC, and are actively involved in the planning and project development. In addition, the CIRT, which has a role in regional rapid transit studies, is also a voting member of the IRTC.

19. Are freight shippers and transit users given the opportunity to comment on the MTP, TIP, and other MPO products? What opportunities do private enterprises, including private transit providers, have to participate in the planning process? Do you identify and consider goods movement issues in the planning process?

The IMPO maintains a master public outreach database compiled from requests for information. There are 4000+ e-mail addresses in this database that receive our TeMPO Newsletters and public notices.

Since the passage of MAP-21, the MPO has been involved in freight planning efforts through INDOT and Conexus.

The MPO has also established relationships with CSX per its involvement with passenger rail planning in downtown Indianapolis. Also has relationships w/Indiana Rail Road.

We anticipate deeper involvement with freight under MAP-21 and have recently met with INDOT's new freight planner to discuss their new freight plan and opportunities for coordination on freight issues.

20. Discuss any examples of any efforts of the MPO to promote communication and engage in regular coordination with adjacent regions on transportation issues and MPO products and activities. Also discuss any efforts to engage and coordinate with other agencies including resource agencies and land use governing agencies.

The Central Indiana Air Quality Consultation Group consists of the Indianapolis MPO and Anderson MPO (Madison County Council of Governments), the Indiana Departments of Transportation and Environmental Management, the EPA, FHWA, and FTA. For every TIP action or Metropolitan Transportation Plan (MTP) action, this group is consulted.

Recently, there have been discussions regarding a Land Use study group for Madison County, but no formal arrangements have been made to date.

Because the MPAs of Indianapolis, Anderson, and Columbus are overlap, a memorandum of agreement is being developed that will spell out the funding arrangement for federal construction dollars, air quality conformity determination coordination, and other planning responsibilities.

The Indiana MPO Council provides a monthly forum for all MPO's statewide to discuss items of mutual interest. The meetings also provide an informal venue for the three Central Indiana MPO's to "touch base".

METROPOLITAN TRANSPORTATION PLAN (MTP)

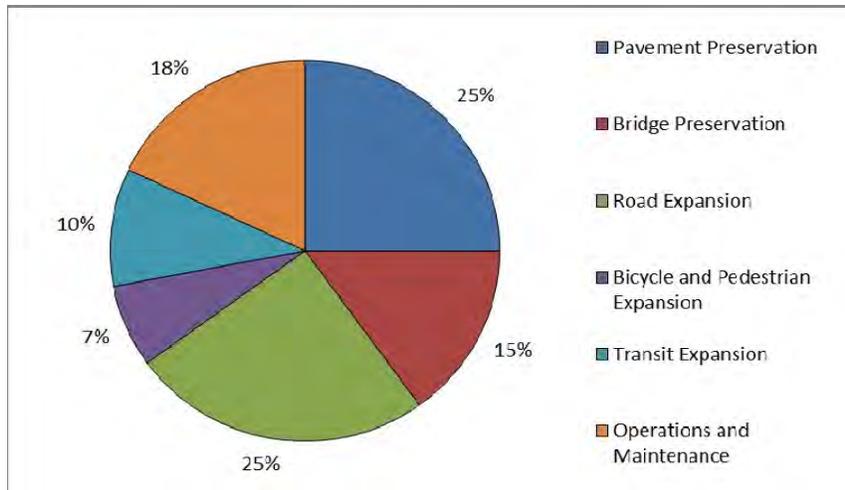
21. Does the MTP incorporate at least a 20-year planning horizon? Is it reviewed and updated at least every four years? Does it identify both long-range and short-range strategies and actions leading to the development of an intermodal transportation system?

Yes. Our current Metropolitan Transportation Plan (MTP) has a horizon year of 2035. The MTP is reviewed at least every four years, and identifies both long and short range strategies and actions to lead to the development of an intermodal transportation system. All projects are placed in 5 to 10 year funding/implementation periods; The most recent major update included the use of performance measures. See question #7 above.

22. How is projected demand determined in the MTP? What are the roles and methods of demographic, land use, and travel demand forecasting? Were different population and/or employment growth rate scenarios or projections considered based on dissimilar assumptions in addition to the forecast documented in the MTP? If so, explain how the alternatives are documented and analyzed to determine the preferred population and/or job growth levels in relation to cost effectiveness of the overall transportation system. Discuss how regional economic development influenced the development of the MTP.

Chapters 2 and 3 of the [MTP Volume I](#) plan present a detailed description of how future travel demand was forecast using population, employment, and land use data. We did not perform any scenario planning but we set funding targets based on a network analysis and input from the IRTC. .

Below is a pie chart showing the funding targets for expenditures on Pavement Preservation, Bridge Preservation, Roadway Expansion, Bicycle and Pedestrian Expansion, and Transit Expansion as determined by the IRTC during the MTP development.



23. How are the following addressed in the MTP? Congestion management strategies, pedestrian and bicycle transportation facilities; transportation, socioeconomic, environmental and financial impact of the MTP, local and regional land use plans and development objectives, Title VI. Are transportation enhancements identified?

The MPO developed a Congestion Management Process which includes GIS mapping layers showing congestion, bus routes, bicycle routes, historic structures or areas, and other constraints that would either alleviate the need for an additional traffic lane or make capacity improvements too difficult and/or costly to implement.

The methodology we used for the 2035 Update relied on performance measures that reflect socioeconomic and Title VI, environmental, and financial impacts of the Plan. Because the Plan is developed in cooperation with our regional partners, and because we've made an effort to collect land use plans across the region, we do address land use and development objectives from all areas in the MPA. Transportation Enhancements (or Alternatives per MAP-21) as a funding category is not directly addressed in the Plan except through the multi-modal plans (regional and local) which should reflect appropriate projects for this program.

24. What is the strategy to implement provisions of the MTP? Have implementation priorities been established?

See the above (question 22) funding targets for non-INDOT funds. Transit funding in the Plan continues to be hamstrung by fiscal constraint. The Indy Connect initiative is continuing to work for a locally-dedicated transit funding source to expand transit service in the region.

25. Discuss the MTP's strategies, investments, procedures, and other measures to ensure the preservation of the transportation system?

The MTP's Goals & Objectives ensure the preservation of the transportation system. See question #9 for the full listing.

Performance measures were developed that reflect these goals & objectives and were the basis for project evaluation in the current 2035 Plan. These goals and objectives were reaffirmed in the first quarter of 2014 by the IRTC Policy Committee.

26. Does the MTP address potential environmental mitigation activities and potential areas in which to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan? What plans, maps, and inventories from other agencies have been considered relative to the IMPO MTP?

The MPO's MTP does consider potential environmental impacts of proposed projects. Chapter 9 of the [MTP Volume 1](#) discusses the environmental and resource agency consultation.

In addition, with interns help in 2014, the MPO has completed red flag analyses on all MTP projects in the 2nd time frame, and most (if not all) TIP projects.

27. Has the MPO, FTA and FHWA determined conformity in accordance with the CAAA and EPA regulations?

Yes. Our last MTP Update and subsequent amendments in 2012 and 2014 were approved for conformity by US DOT.

FINANCIAL PLANNING

28. Is the MTP financially constrained? Does the TIP demonstrate fiscal constraint by year of construction? How is this demonstrated? How are cost estimates developed for the MTP? How are revenue estimates derived for each of the respective governmental units and jurisdictions? Do these revenue and cost estimates include operating and maintenance costs for existing plus planned facilities? Were inflation rate factors (year of expenditure) used in developing this plan? If so, what inflation rate factors were used? When amending the MTP or the TIP, how is fiscal constraint ensured?

The current MTP is fiscally constrained. Cost estimates were developed by the project sponsor. The 2035 MTP included non-INDOT Roadway Revenue Projections based on transportation revenue reports filed by local units of government with the State Board of Accounts. These revenues did include operating and maintenance costs.

Inflation factors were used in the 2035 MTP Update in 2011; for the first and second time/funding periods (2011-2015 and 2016 -2025) the annual inflation rate is 2.2%; for the last period (2026-2025) it is 2.1%. When local projects are amended into the MTP, the 2011 original financial analysis is maintained. If the original analysis does not cover costs of an amended project, the project sponsor must include a detailed analysis

of project funding before amending into MTP.

The 2014-2017 Indianapolis Regional Transportation Improvement Program is fiscally constrained per Federal regulations. Anticipated revenues, based on forecasts and estimates provided by INDOT and programmed project costs are used to establish fiscal constraint both on an individual fund category and with the overall program.

29. What financial assumptions are being used in developing the MTP? During subsequent updates of the MTP, was the validity of the assumptions reviewed?

See Chapter 12 of the [2035 MTP](#). Revenue Forecasts are collected from the Transportation Motor Vehicle Highway Fund, Arterial Road & Street Fund, Parking Meter, General Funds of City/County Cumulative fund, Wheel taxes and Federal Funds. Different revenue sources have various rates of growth depending on the type of revenue.

30. Discuss any current or future innovative finance strategies for the area.

In 2014, the Indiana General Assembly authorized a county-by-county referendum on a dedicated transit revenue source. A referendum would consider a dedicated .1% to a .25% income tax increase; by statute the question must be asked in statewide a general election, so the question is likely to appear in 2016 or 2018.

AIR QUALITY

31. If the TMA is identified by the EPA as maintenance, has the MPA been expanded to match the maintenance area boundary? (Note: expansion is not required). If the MPA is different than the maintenance area boundary, what interagency agreement exists for cooperative planning and air quality within the full maintenance area? Who has responsibility for planning in the area not addressed by the MPO? Is it being done?

The 9 county area is considered an area of concern for air quality. In July 2013, the 9-county area including Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, Morgan, and Shelby counties was classified as *in attainment* of the National Ambient Air Quality Standard for Ozone (2008 8-hour standard). And, in the same month, the 5-county area including Hamilton, Hendricks, Johnson, Marion, and Morgan counties was classified as *maintenance* for fine particulate matter (PM 2.5) under the 1997 annual standard.

The MPO, Anderson MPO (MCCOG), and the Columbus MPO (CAMPO) have a planning activities agreement from 2006. It is currently being updated to reflect the current operating procedures for air quality conformity determinations.

In 2010, the two townships in Johnson and Shelby Counties that were part of the Columbus MPA were incorporated into the Indianapolis MPO's planning process (including conformity) for ease of coordination.

32. Does the Transportation Plan include design concept and scope descriptions of

all

existing and proposed transportation facilities in sufficient detail, regardless of funding source, to permit conformity determinations?

Yes; however, for projects listed in the outer time/funding frames, the finer detail is not yet available. But for the conformity determination we have the necessary scope.

33. Does the MPO coordinate the development of the MTP with the SIP development process? Does the MPO require conformity with the SIP, in accordance with EPA regulations, as a condition for approval of any MTP or program?

Yes to both questions.

34. How does the MPO's UPWP incorporate all of the metropolitan transportation-related air quality planning activities addressing air quality goals, including those not funded by FHWA/FTA?

The MPO has continued to fund the Knozone clean air awareness campaign for a number of years now. The MPO also strives in the MTP to include all capacity projects to the best of our ability, not just those funded with federal monies.

In 2012 the MPO successfully transitioned from Mobile software to the new MOVES software. The MPO continues to support more and better transit service for the region through the Indy Connect initiative.

35. Does the planning process include a CMP that meets the requirements of 23 CFR 450.320? What assurances are there that the MTP incorporates travel demand and operational management strategies, and that necessary demand reduction and operational management commitments are made for new SOV projects? What is the process for adding SOV capacity? Is there documentation of the SOV analysis? Identify transportation demand management (TDM) techniques that have been or will be considered and implemented to reduce travel demand (see CMP section).

See question #63 under CMP section.

36. How does the MPO assure that the TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities?

The MPO assures that the TIP includes these types of projects through coordination with the IRTC in the development of the MTP; and through the evaluation process that TIP projects must pass before being considered for inclusion in the TIP – whether federally funded or not.

TIP

37. Does the TIP cover a period of at least 4 years? Does it contain all transportation projects to be funded under title 23, U.S.C., with the exception of categories that are specifically exempt? Has the TIP been included in the INSTIP without modification?

Yes, the TIP covers a four year period and contains all of the projects known to be funded under title 23, U.S.C. Staff understands that the TIP (as amended) has been incorporated by reference in the INSTIP. The current TIP (2014-2017) includes an additional year beyond the four years (FY 2018) as an illustrative year of projects. Once these projects have the local PE and ROW phases programmed in the active years of the current TIP, the projects can begin to move through the INDOT project development process to ensure more timely lettings and establish a “shelf ready” set of projects.

38. Discuss how IMPO staff, member agencies, INDOT, and the transit operators collaborate on the development of the TIP? What improvements could be made to this process and what barriers exist towards implementing these improvements?

The MPO works cooperatively with all the jurisdictions and agencies in the MPA to develop each new TIP. This is accomplished through the normal IRTC process, as well as the Administrative Committee of the IRTC. The Administrative Committee acts as the IRTIP Group 1 STP Project Review Committee for the development of the new TIP. Other separate committees are formed to serve as the project review committees for CMAQ, HSIP and TAP funded projects. Included on the Administrative Committee are representative IRTC members from urban and suburban communities, as well as INDOT and IndyGo. All agencies in good standing with the MPO participate in the final review and approval of the TIP.

39. Are there specific criteria used in determining which projects will be included in the TIP? What process was used in developing these criteria? How are projects prioritized? Are any federal formula funds sub allocated among jurisdictions or modes?

Yes specific criteria are used in determining which projects will be included in the TIP. The criteria vary depending on the funding. Project selection information is attached for CMAQ, HSIP and TAP funding as is the Indianapolis Regional Transportation Improvement Program, The MiTIP Application Packet, which describes the selection of Group 1 funded projects and the overall development of the IRTIP, can be found on the MPO’s website at the following address:

<http://www.indympo.org/LPAResources/Documents/2019%20Call%20for%20Projects/2019%20IRTIP%20Application%20Packet.pdf>

The MPO does not sub allocate any MPO funds.

40. How successfully does the TIP serve as a management tool for implementing

the MTP? The Transportation Improvement Program has not generally served as a management tool for implementing the MTP primarily because the MTP, while regional in scope and multi-modal, is not structured in a way that includes all regional transportation improvement projects. The only projects specifically listed in the MTP are regionally significant projects, the vast majority of which are new roadway or added capacity roadway projects. Due to the fact that the majority of projects included in the TIP are exempt and thus not regionally significant, few TIP projects are included in the MTP.

The MPO does not accept TIP applications for non-exempt projects that are inconsistent with the current conforming MTP. Coordination with the MTP section well in advance of project implementation is required. The addition of MPO staff has allowed more staff time to assist LPAs in their needs such as obtaining federal funding and planning large capital projects.

41. Has IMPO attempted to define the term “administrative modification” in any way to differentiate between minor revisions to the TIP and those major revisions that require an amendment? What is the process for modifying/amending the TIP?

Yes the MPO has developed procedures within both our Policies and Procedures Manual and our Public Participation Process to administratively amend and modify the TIP. These two documents are attached. In general, the MPO can administratively amend or modify the TIP if the requested change is minor in scope, does not significantly impact competitive MPO funds or does not significantly change a regionally significant non-exempt project.

42. USDOT has a requirement that by December 11, 2007, revenue and cost estimates for the TIP must use an inflation rate(s) to reflect ‘year of expenditure dollars,’ based on reasonable financial principles and information. Discuss IMPO strategy for meeting this requirement.

All currently programmed projects in the TIP are in “year of expenditure dollars” (YOED). The MPO requires all project funding request application costs to be in YOED. The MPO trusts that the submitting agencies are in fact using YOED for their projects, as there is no process in place to substantiate the YOED for these projects.

43. Is a new conformity prepared if projects affecting emissions are added or deleted?

All TIP amendments involving non-exempt projects are submitted to the ICG for consultation and when appropriate a new conformity finding is made. However, if a proposed amendment is non-exempt and requires that a new conformity analysis be run

by the MPO, this will not be accepted unless the amendment runs concurrent with an update to the Regional Transportation Plan. New conformity analysis runs are generally not made for individual TIP amendment requests.

44. Does the MPO have an agreed to formal process to select projects from the second, third and fourth year of the TIP?

All projects are subject to the same review process

PUBLIC OUTREACH

45. How was the public participation process developed (who participated)? Was a 45-day comment period provided before the process was revised and adopted?

MPO staff with input from the IRTC and the public developed the public participation plan (PPP) process. A 45-day public comment period was given prior to adoption. The MPO extended the comment period by 17 days because of a public comment. It was thought that over the holidays was not a good time to seek public comment, so the MPO extended the deadline. Over a dozen comments were received on the plan.

The most recent update to the PPP was approved in February 2012.

46. What opportunities are provided for public participation at key decision points in the planning, programming, and project development phases of transportation decision making? How is the process managed and updated to meet the changing needs of communicating with the public and their expectations for active involvement? How is public access provided to technical and policy information used in the development of plans and TIPs? Are matters related to federally-aided programs considered in open public meetings?

The MPO utilizes various public involvement tools and strategies during key decision points of the transportation planning process. The advent of the internet, social media, and paid media has changed the way the MPO gathers information. The MPO maintains a presence online, including a Facebook account and website. Projects, plans, and other important MPO documentation (including the Public Participation Plan) are available on the MPO website. By diligently monitoring the rapidly changing communication platforms, the MPO seeks to gather and disseminate information in an efficient and effective manner. MPO staff incorporates all public comments into the planning process. IRTC Committees are open to the public and allow for public comment on all items on the agenda, including matters pertaining to federally-aided programs.

47. How does the MPO conduct adequate public notice of public involvement activities and opportunities for public review at key decision-making points? How much additional time is provided for public review if the “final” document is significantly different from the draft originally made available for public review? How does the public participation process demonstrate explicit consideration and

responsiveness to public input received during the planning and program development process? Specifically, in what instances have comments raised through public participation resulted in changes to policy, plans, programs or projects? What kind of feedback does the public receive on the proposals and questions they put forward?

The MPO will use various tools and strategies to insure that there are opportunities for public review and comment prior to key decision-making points. Tools that MPO has used include but are not limited to surveys, mailings, project newsletters, paid media, public meetings, press releases, email notification, staff presentations to stakeholders, etc. Public comments are addressed in an appendix of both the Metropolitan Transportation Plan and the Transportation Improvement Program. If public comment results in significant changes in the TIP an additional 7 day public comment period may be sought. If public comment results in significant changes to the MTP then an additional 7 days public comment period may be sought. Written public comment on MPO plans and projects receives a written reply from the MPO staff member in charge of the particular plan or project. Public comment at a public hearing is recorded in the minutes.

48. Discuss efforts to make IMPO information and documents available in electronically accessible formats.

The MPO places all of our information and documents for public consumption on our website. We utilize our Facebook account to highlight the release of plans and projects. Our quarterly newsletter, TeMPO, serves a similar purpose but provides more detail. The Facebook account is also another tool to highlight planning and project activities of our LPAs and partner agencies.

49. What visualization techniques have been used to aid the public in understanding the MTP, TIP, and supporting studies? Are there other techniques being considered to implement or enhance the planning process?

Visualization techniques vary depending on the project and/or plan seeking public comments. Visualization techniques that have been used in the past include but are not limited to online mapping, websites, display boards, geographic information systems (GIS) and 3D visualization.

Starting with the 2009-2012 TIP, the MPO began an effort to improve the visual presentation of the program. Color photos and graphs, as well as a more reader friendly format were employed to help improve the presentation. The MPO recently launched its new online TIP application, MiTIP. This application serves two purposes: it presents all projects programmed in the TIP in a readable, easily accessible platform for the IRTC and the public; it also serves as the conduit through which all TIP projects are managed, including project document submittal. The MiTIP allows users to search for projects based on a number of criteria, including jurisdiction and location. Within the next year, the public will also be able to use a Google Maps application with MiTIP to search for projects and retrieve detailed project information.

50. What is considered effective public participation? What review and evaluation processes do you use for the public participation process? What is its cycle or period of review? Who internally and externally, including the public, is involved with this review and evaluation?

Effective public participation builds trust, respect, shared knowledge, understanding and collaboration between a government and the citizens it serves. Effective public participation means not only making plans and projects available for public review and comment, but reaching out to the public to engage them in the planning process. The IMPO Public Participation Plan encourages public participation that enhances the overall planning process by engaging all citizens. The plan will be reviewed on a biannual basis and staff is encouraged to expand upon the processes set forth in the public participation plan. For example, the Plan and Federal guidelines require that a 45 day public comment period be given prior to adoption of the public participation plan. There was concern by stakeholders that having the 45 days fall over the holidays was not adequate to get comments back. Staff extended the deadline to allow stakeholder time to review and provide comments on the plan. The plan, initially developed in 2010, was updated in 2012.

SELF CERTIFICATION

51. What process/procedures are used to self-certify the planning process? How is it documented? Discuss the content of the IMPO self-certification. How do you track these requirements and your agency's ability to meet them?

The most recent self-certification took place in October 2013.. Content consists of a 1-page document describing all federal regulations that must be addressed in the planning process; it is signed by the MPO and INDOT. Through the successful development of our annual UPWP, we are able to track any deficiencies noted by our members and planning partners..

52. How are the transit authority, State DOT, and others involved?

INDOT is a signatory of the self-certification, and is a voting member of the IRTC Technical and Policy Committees. The IPTC is similarly a voting member of the IRTC Technical and Policy Committees. Also see the MOA between the MPO, INDOT, and IPTC.

53. What criteria have been established for the self-certification?

The Indiana MPO Council has set forth guidelines for the self-certification indicating that the following subject areas be reviewed:

1. What process/procedures are used to self-certify the planning process?
 - **How are the transit authority, State DOT, and others involved?**

- **What criteria have been established for the self-certification?**
 - **Is there an opportunity for public comment?**
 - **How is the self-certification process documented?**
2. What supporting documentation/information is provided to the MPO policy board when the self-certification is approved?
- **Is the policy board provided documentation on what is required in the planning process by various laws? When and how?**
 - **Is support/documentation to support the self-certification provided to the policy board and the public?**
3. How is the annual self-certification provided to the Federal agencies—as part of the TIP/STIP or UPWP, or in a separate submittal?
4. Does the MPO have processes, procedures, guidelines, and/or policies that address Title VI, ADA, DBE, lobbying, and other regulatory requirements?
- **How are these documented and applied?**
5. Is there continuity and consistency between the annual self-certification and triennial Federal Certification?
54. How is the annual self-certification provided to the Federal agencies—as part of the TIP/STIP or UPWP, or in a separate submittal?

A self-certification statement is submitted as part of each new edition of the Indianapolis Regional Transportation Improvement Program (IRTIP) document. The latest self-certification statement was signed and dated on October 24, 2013.

TITLE VI AND RELATED REQUIREMENTS

55. What Title VI protected populations are found in the metropolitan area? Where are they located? Please discuss in detail how disparate impacts or unintended consequences of transportation projects are determined. Please state any that have been identified. How has IMPO attempted to address the fact that the disparity in income by race or percentage of white income above black income in the MSA has increased from about 29% in 1950 to 35% in 2000 (U.S. Census Bureau)?

Title VI Protected Populations in the Indianapolis MSA:

- Population in Poverty
- Minority Population
- Low English Proficiency Adult Population
- Low Literacy Population
- Elderly Population
- Homes without Access to a Vehicle
- Disabled Population over age 16

The IMPO used the 2012 American Community Survey (ACS) data from the U.S. Census, broken down by block group, to determine the locations of poverty, low income, minority, low English proficiency, senior (65+), zero-car, and disabled populations. Spatial data was not found for low literacy populations.

The greatest concentration of **people living in poverty** occurs inside the Interstate 465 beltway of Marion County, especially along the various interstate corridors (I-70 / I-65) and concentrated in the denser areas near downtown Indianapolis. Another significant, if smaller, concentration is located in south Indianapolis / Marion County, in an area often settled by foreign refugees. Very small clusters can also be found in Noblesville (Hamilton County), Greenfield (Hancock County), Edinburgh (Johnson County), Mooresville, and Brooklyn (Morgan County). **Low income populations** follow the same trends, but in higher concentrations.

Block groups with the highest percentages of **minorities** (defined as non-white) are mostly located in Marion County, north of I-70. They are concentrated around the I-70, I-65, Binford Boulevard, Lafayette Road, and Michigan Road corridors. Smaller clusters exist near the Indianapolis International Airport, near southeast side of Indianapolis, and in the same location noted above, where there is an area being settled by a significant number of foreign refugees.

A review of **senior (age 65+)** data reveals that they are mostly concentrated in areas of notable retirement communities or nursing homes, or in rural areas. Households with **no vehicle available** are mostly located immediately adjacent to downtown Indianapolis, on the near north, near east, and near west sides. Workers with **disabilities** are located mostly inside the I-465 beltway, south of 38th Street; other clusters are located in rural areas near Cumberland (Hancock County), and Mooresville (Morgan County). The highest concentrations of households where adults **speak little to no English** are located on the near west side of downtown Indianapolis, in areas near Lafayette Square Mall on the north west side within I-465 (this area was recently rebranded as the “International Marketplace” in an attempt to build on the ethnic diversity), and in the same location noted above, where there is an area being settled by a significant number of foreign refugees.

The IMPO has taken note of the disparity in income by race, and has included minority, poverty, and low income populations in the list of protected populations to reach out to during planning processes. The IMPO has mapped 2012 protected populations compared to projects approved within the 2012-2015 TIP. Staff will continue to monitor Title VI and Environmental Justice populations comparatively to the projects selected for funding.

56. How are persons traditionally underserved by transportation systems such as low-income, minorities, or limited English proficiency persons actively sought out for involvement in the planning process? Describe your efforts to reach and involve low income, minority, disabled and populations during the public involvement/participation process.

Regional planning outreach consists of stakeholder input. Social networks (including community outreach organizations, neighborhood associations, community development corporations, governmental neighborhood liaisons, religious groups, and others) have been identified with the assistance of the IMPO's local public agencies (LPAs). These representatives and their groups are engaged as appropriate depending on the scope and location of studies in progress. Also, the IMPO has used consultant to facilitate outreach to and input from minority populations.

In addition, the IMPO has actively participated in community quality of life planning efforts that overlap or are compatible with IMPO planning processes. This allows input on key elements from groups who have already chosen to meet on similar issues. Coincidentally, these quality of life plans (initiated by the Local Initiatives Support Corporation) are often created for places with high percentages of protected populations, as well as areas also affected by the planning studies.

See question #57 for ADA populations.

57. Does IMPO have an Americans with Disabilities Act Transition Plan? Has IMPO drafted a Limited English Proficiency Plan? Do meeting formats encourage participation by minorities or people with disabilities? How do you accomplish this?

The IMPO does not have a formal ADA Transition Plan or a Limited English Proficiency Plan. The IMPO's host agency, the City of Indianapolis, does have an ADA Transition Plan. As per INDOT policy, only LPAs with ADA Transition Plans are eligible for the funding categories administered by the IMPO. As part of the application process for every IMPO call for projects, LPAs are required to submit their ADA Transition Plans to INDOT. The IMPO offers technical assistance to any LPA that does not have an ADA Transition Plan and wants help in creating one.

The Indianapolis Regional Transportation Council's (IRTC) Policy and Technical Committee meetings and other meetings hosted by the IMPO are located at venues that purposefully accommodate members of the public with disabilities and that are transit dependent. Additionally, the IMPO has a Spanish-speaking employee whom attends all IRTC meetings and most other IMPO meetings. As necessary, the IMPO hires interpreters to assist deaf or Spanish-speaking people. For public meetings during planning processes, the IMPO reaches out to community leaders for various groups and organizations (religious, neighborhood, etc.) to encourage participation. The IMPO has also translated meeting materials into Spanish.

58. Are minority and diverse language media appropriately included in all notification processes for public meetings or public review of agency documents? How is this handled?

The IMPO uses two consultants, one focused on minority outreach, the other focused on Hispanic outreach, to assist in notifications for public meetings. They contact specific

media outlets, other than the main region-wide news outlet, the Indianapolis Star, as well as community groups to advertise meetings. They have in the past held special meetings with these groups, or appeared on the agenda of regularly scheduled meetings to present information and collect feedback. The IMPO staff members themselves often attend and present / collect feedback at regularly scheduled meetings.

For large planning studies, the IMPO forms community advisory committees formed from residents, business owners, CDCs, neighborhood association representatives, investors, and community organizers within the study areas. These groups are generally diverse in age, race, and other factors.

The IMPO maintains a website, where draft documents and meeting announcements are posted, and email distribution list to notify interested parties. This is in tradition to all other forms of outreach and traditional advertising in major publications.

59. Has there been appropriate contact with minority groups or leaders to identify information needs and planning/programming issues of concern? Describe your efforts.

Is technical information available in formats and at places and times conducive to review by minorities? How is this handled?

In conjunction with outreach strategies for both the Metropolitan Transportation Plan and the Indy Connect initiative, some of the targeted audiences have and will include community based organization such as CDCs, neighborhood associations, Indiana Black Expo, Martindale Brightwood-One Voice and various community leaders and residents through the LISC-led Northeast Corridor Quality of Life Plan. The Northeast Corridor Plan involves 14 neighborhoods, the majority of which have high minority and low income populations. The objective is to maximize outreach opportunities by collaborating with the aforementioned organizations by utilizing their networks to distribute information as well as to make presentations at their meetings.

There have been several significant planning activities that included public outreach between January 2011 and June 2014. In 2011 the Regional Bikeways Plan was created, which included 13 public meetings. Two trips to Hispanic business centers were made during outreach of the Regional Bikeways Plan to administer surveys on preferences about cycling. In 2013 the MPO conducted Alternatives Analysis Studies for the Blue Line and Red Line corridors and 19 public meetings were held. The Indianapolis MPO hired The Sosa Group to manage outreach to minorities, particularly Spanish speaking communities for the alternative analysis studies. In 2014, three public meetings have been held so far for the Purple Rapid Transit Line Alternatives Analysis. The MPO continues to meet with public officials, community and business leaders, CDC's and neighborhood organizations to provide presentations and information to them in their own settings rather than inviting them to a public meeting. There have been over 200 such meetings in this certification period.

Additionally, to further ensure adequate outreach to diverse populations a community leaders group (formerly known as the Minority Advisory Committee) was developed. The group includes the following representatives: Black Expo, the Urban League, Center for Leadership Development, Concerned Clergy, NAACP, 100 Black Men, MLK Multi Service Center, Coalition of 100 Black Women, Martindale Brightwood Community Development Corporation, Indianapolis Black Chamber of Commerce, CIRTA, PB America, Radio One, La Voz, and La Plaza. These representatives advise the team on groups to meet with and how to spread the message to diverse populations. The City of Indianapolis' Mayor's Neighborhood Liaisons are also used to spread the word in Marion County about planning activities.

60. Does the MPO have any active or previously resolved Title VI complaints?

The MPO did not receive any TITLE VI complaints between 2010 and June, 2014. Also, we do not have any active or previously resolved TITLE VI Complaints at this time.

61. Does the Public Participation Plan include a specific and separate strategy for engaging low-income and minority populations? Is there a process to evaluate effectiveness of public involvement, including success at engaging low-income and minority residents? How is this process carried out?

The IMPO updated the Public Participation Plan in 2012 to include new public hearing procedures. At the time of this update, the PPP was translated into Spanish and made available on the MPO's website as well.

The IMPO also has an Environmental Justice Program with the following recommendations.

1. Internal monitoring of participants attending outreach events.
2. Create a form that will glean ethnic, age, income, and race information from participants
3. Measure stakeholder participation from EJ communities against existing demographic information.
4. Build metrics into every activity to measure the effectiveness of specific EJ outreach tactics. Document any questions asked at meetings, answers that were given, and follow up that was required/provided.
5. Use attendance as a means of determining if a selected venue for stakeholder meeting is the most appropriate. Another suggestion is to enlist assistance of key stakeholders to identify venues that will be centrally located and accommodating for the target population.

6. Regularly ask meeting attendees 1) how they heard about the meeting 2) if, and how, they became familiar with the MPO's work, and 3) what other, if any, MPO outreach tools they rely on.
 7. Distribute tailored surveys, similar to the MPO's general public survey, and analyze responses. Then document how those responses were considered and whether or not they influenced a change in the project recommendation or a future work program. Such surveys can also help establish base line information to aid future measurement.
 8. Ask meeting attendees, steering committee members and partner organizations what communications avenues they see or hear MPO EJ messages on most regularly. Document their responses and base future media investments on them.
 9. Ask for input every time the MPO engages the public, including via automated systems (i.e. web sites, comment line) and project-specific mailings, flyers, etc. Maintain documentation of input received and the influence it prompted.
 10. Report proactively to all appropriate stakeholders, including EJ Steering Committee members, key community leaders, partner organizations, and both horizontal and vertical media on an annual basis
 11. Report both on the EJ process implemented as a whole and on EJ outreach linked to a specific planning initiative.
 12. Make sure follow-up reaches the most appropriate people first. Report on the influence of the EJ process on a given planning recommendation to the people who participated in it and in the local where they participated. Often, effective communications fail to manage "down" and well as "up."
 13. Finally, use these reports to evaluate program effectiveness on an on-going basis.
62. What are the measures used to verify that the multi-modal access and mobility performance improvements in the MTP and TIP comply with Title VI?

The IRTIP includes the following project selection criteria that address Title VI guidelines of providing multi-modal access and mobility. Under the Transit Enhancement Capital Projects category a criterion titled "Expand/Maintain Transit Service Accessibility" a project is measured as to whether it will enhance transit availability by 1) maintaining/upgrading access at existing bus stops - curbs/ramps/crossings; 2) increasing multi-modal (bike/trail) accessibility; and providing additional bus stops in this case in low income residential areas. Also, in the Bicycle and Pedestrian selection categories, attention is paid to accessibility to all modes of transportation especially to bus stops and rapid transit stations.

The MTP Update in 2011 included a set of new Goals and Objectives. The second goal

is to *Enhance regional transportation mobility and accessibility*. The 2nd objective under this goal is *Provide appropriate travel options and choice for all users, including auto, transit, paratransit, bicycle, and pedestrian*.

CONGESTION MANAGEMENT PROCESS

63. Discuss the IMPO congestion management process (CMP) and how it has been fully integrated into the overall metropolitan planning process. Describe the area, network and modes covered by the CMP. What is the rationale for these decisions? Are there plans to expand? Has the CMS / CMP been effective? How often is it updated? How is this process and its effectiveness documented? What monitoring systems are being developed to provide a framework for additional effectiveness evaluation? How are the ITS deployments in the region used to collect data for the CMP? If no ITS deployments exist, what CMP data needs could be filled by ITS deployments (see also the section titled “Intelligent Transportation Systems”)?

All expansion projects in our latest MTP major update (2011) were evaluated using performance measures, of which congestion was one. To identify areas with high congestion, the CMP examined the 2010 Roadway Network and highlighted all roadway segments with a Volume over Capacity ration (voc) greater than or equal to 0.85. The second factor considered was the constraint on the ability to widen roadways (i.e. available right of way). Existing pavement widths were overlaid in a GIS format with adjacent parcels to identify parcels with right-of-way expansion constraints located within 30 feet of the pavement. Additionally, constraints such as historic districts, flood-plain areas, parklands and conservation areas were mapped. Project scoring took points away if segment was near a transit corridor or bicycle / pedestrian corridor; and added points if the project included a multimodal pathway as a component, or if the community has designated mixed-use developments along the corridor. This evaluation left us with a priority ranking which allowed low scoring projects to drop off the needs list.

Since 2011, the MPO has created a Complete Streets policy that applies to all federal-aid projects in the urbanized area. See this link to the Quick Reference guide.

The CMP is an ongoing process that is, at this time, difficult to quantify its success or failure. MPO staff and its IRTC membership recognize the many challenges of roadway expansion, both fiscally and for the environment. The MPO has made progress in shifting funding from roadway expansion to maintenance and alternative transportation through its MTP goals and objectives and TIP project selection. While the CMP may not be as successful, the LPAs, particularly those in fast-growing areas, are embracing changes that may reduce congestion. These include demand management, operational improvements, expansive multimodal trails, roundabouts, and zoning for compact land uses.

The use of ITS deployments to collect data is currently limited to INDOT’s ITS program. We obtain traffic counts from permanent count locations maintained by INDOT.

64. What kind of interaction with local transit, freight, and traffic system operators, etc. have been established? Do these partners share data, performance measures, etc. and do they contribute strategies toward solving regional congestion problems?

The MPO works closely with IndyGo and CIRT A to assist in coordinating overall public transportation linkages throughout the region. Data on route ridership, by time of day, along with “on-off” locational data is available for tracking people throughout on the various transit corridors in the region. The MPO also coordinates with the Central Indiana Regional Transportation Authority (CIRT A) in planning for future regional expansion of transit and other transportation services.

The MPO also works with local community organizations in planning for the expenditure of various federal transit funding sources for special transit needs throughout the region. The MPO is working directly with IndyGo on the current update to the bus plan (or Comprehensive Operational Analysis).

The MPO recently conducted a regional freight study to identify key intermodal freight facilities, freight bottleneck areas and to analyze rail corridors and rail freight movements. The study involved gathering information on traffic levels, commodities and bottleneck locations from

local shippers, major manufacturers, warehousing and distribution facilities, railroads, air cargo and trucking companies. The MPO also coordinates with the private freight advocacy organization known as Conexus and also with INDOT on state, regional and national scope freight issues that impact Central Indiana. Participation in the Mississippi Valley Freight Coalition also helps to facilitate regional coordination on freight issues that are on a larger regional or national scope. Most recently, the MPO has worked with FHWA on the 2013 Metropolitan Freight Program Assessment.

65. How are needed operational improvements solicited from the system operators? How are these proposed operational improvements programmed into the TIP?

As part of the MTP major update input process, coordination meetings were held with transportation planning officials and engineers from the counties throughout the region to help identify areas where significant congestion is occurring or high levels of traffic growth are anticipated. Freight operators also provided information pertaining to bottleneck areas and congested locations during the regional freight study completed in late 2010. The MPO also gathers input from the private sector organization Conexus, which plays an important role in gathering input on freight infrastructure needs from the trucking companies, railroads and air freight shippers.

To help refine operational strategies and identify the most appropriate improvements for limiting growth in congestion, the MPO uses some of its planning funds to help local communities prepare corridor studies, which analyze their critical planning and transportation needs, and identify operational improvements to help promote more

efficient traffic movement. As plans are prepared, at both the State and Local level, a “call for projects” allows these potential improvements to be weighed against each other on the basis of Costs and Benefits.

The CMP examines all potential roadway expansion projects and uses performance measures to identify those segments which offer the strongest opportunities for promoting alternatives to widening – or where mitigation strategies for limiting growth in single occupancy vehicle usage can most efficiently be combined with proposed expansion plans. Prioritized projects with identified funding sources are scheduled into an appropriate timeframe within the MTP and then, at the scheduled time and with approval of the Indianapolis Regional Transportation Council (IRTC), are moved into the TIP.

66. What kinds of data are being collected? Describe how the data is used to measure transportation system performance, identify the causes of congestion, develop and evaluate alternatives, and prioritize / schedule solutions.

The 2011 Major Update to the MTP used performance measurement data that analyzed conditions at both the “sub-area” level and at the project specific level. At the “sub-area” level, data gathered included:

- overall volume over capacity ratios averaged for all official Thoroughfare Plan roadway segments based on AM and PM peak period traffic counts and existing roadway capacity information;
 - Crash data, including all fatal accidents and those involving injuries;
 - Inter-corridor connectivity – measuring the balance between travel demand and route directness between adjacent sub-areas;
 - Intra-corridor connectivity – showing balance between travel demand and route directness within individual sub-areas;
 - Significance to Freight Mobility – based on percentage of land area within each sub-area devoted to freight related uses – such as warehousing, distribution, manufacturing and agricultural storage and shipping.
 - Economic Activity – population and employment
-
- At the project level, performance measures analyzed:
 - Volume over Capacity ratios;
 - Accident data (fatalities and injuries);
 - Freight Truck levels – percentage of vehicles on the roadway segment during peak travel periods (a.m. and p.m. peak periods combined)
-
- To develop and evaluate alternative strategies for dealing with congestion, the following performance measures are were analyzed:
 - Sub-area classification of the area where the segment is located (CBD, Central
 - Core, suburban ring;
rural)

- Right-of-way expansion capability – based on amount of available land between existing roadway pavement and GIS data showing nearness of adjacent parcels
- Adjacency of corridor segments to current or planned transit facilities. (evaluation process will also take into account: frequency of service; hours of service availability; type of transit; adjacency to transfer facilities;
- Adjacency of corridor segments to current or planned bicycle facilities
- Type of land-use adjacent to the corridor segment – including:
 - Mixed-use - high-density;
 - Mixed use - lower density;
 - Residential high density (>15 u/acre);
 - Residential medium density (3 – 15 u/acre);
 - residential low density (<3 u/acre);
 - Commercial – high density: (community and regional level office - retail);
 - Commercial – lower density: (neighborhood level office -retail) ;
 - Street-front Commercial (“Main Street” - bike/ped focused corridor
 - development;
 - Campus environment;
 - Suburban very low density / agricultural
- This evaluation of all submitted needs projects in the MTP allowed MPO staff with the guidance of the IRTC to cull the list of submitted projects to a priority set of projects based on fiscal constraint.

67. What procedures connect the CMP evaluations and products to the metropolitan planning process (UPWP, MTP, corridor studies, conformity and TIP development)? How does CMP affect the programming of projects? What CMP strategies are being implemented and how are they integrated with those resulting from other elements of the metropolitan planning process?

Please provide examples of how and when the CMP has affected the planning process in the region.

The MTP Major Update reimagined the Goals and Objectives of the MPO, including the money allocation for various projects. As a direct result, the IRTC decided that more of the region’s resources should go toward transit improvements.

The Indy MPO has implemented a Complete Streets policy, developed by MPO staff and an IRTC Committee made-up of technical representatives. For a project to be federally-funded, it must include at least one existing or new ADA-compliant, continuous sidewalk on one side of the roadway or bridge; a multiuse path of sufficient width to accommodate bicycle and pedestrian users simultaneously, or where sidewalks are infeasible, designated bicycle lanes. Also, if the project area has planned or currently includes fixed-transit routes, applicant must request comments from the applicable transit provider. If the project does not include those items, they must seek an exception from the Complete Streets Task Force, comprised of IRTC members.

When funding allows, the Indy MPO also provides planning funds to LPAs to do corridor studies that can recommend further opportunities for operational improvements based on the study results.

See Question 69 for more information on CMP strategies throughout the region.

68. What performance measures have IMPO established to monitor the transportation system management in the region? How and when were these performance measures developed? Are the performance measures based on actual data or modeled data?

The IMPO maintains traffic count information for regional roadways for those under local jurisdiction as well as for INDOT maintained roadways. These are taken from actual counts or are from actual counts taken by INDOT officials. Volume / Capacity ratios for tracking congestion levels are produced through the model. Additional information is gathered from INDOT for its interstates and the other major arterials for which it has jurisdiction in the region. INDOT has in-road loop detectors to track current traffic levels and speeds and is in the process of mounting travel time signs that will provide detail on travel times to two or three locations further along on the interstate. Additional traffic information is available via camera feeds on the INDOT website. The IMPO can use this information to understand where there are recurring and non-recurring traffic delays throughout the region and coordinate with INDOT to develop strategies for handling the worst areas for congestion.

69. How are TDM and operational improvements recommended by the CMP implemented? Please cite examples.

The CMP has recommended TDM and operational strategies in previous reports and continues to add to them in its current recommendations. TDM recommendations include promotion of CIRTAs, promoting the development of more bicycling and pedestrian facilities, encouraging express commuter bus services, and encouraging better design guidelines and land use planning to facilitate more pedestrian-oriented development. Operational recommendations include traffic signal coordination, freeway incident detection and management systems, and advanced traveler information systems.

All of the above types of improvements are being implemented through various planning, design and implementation agencies. The MPO continues to fund CIRTAs and their many activities, including carpool coordination and express bus operation. Local public agencies have embraced pedestrian and bicycle facilities, expanding the system through on street and off-street bicycle lanes and multi-use paths. Multi-modal Design Guidelines and the regional Center design guidelines have been prepared and adopted to encourage better pedestrian friendly design – for both roadways and buildings. The Indianapolis Regional Transportation Council (IRTC), the policy board for the Indianapolis MPO, recently approved a Complete Streets Policy for all

MPO-funded projects.

Operational improvements include new freeway incident detection signage on the Interstate network and new signage providing real travel time information to down road travel locations. The IMPO also encourages special sub-area corridor studies to identify operational improvements such as access management and signal coordination to help improve congestion issues at key locations throughout the region.

LIST OF OBLIGATED PROJECTS

70. What is the process for conveying information on annual obligations to the MPO by the recipient grantee agencies?

Currently INDOT is supposed to provide the MPO with obligation data within 30 days of the end of the State Fiscal year. However, the most recent data that was provided was incorrect, confusing and difficult to work with. In addition, the data was not specific to the individual MPO, but was the entire state MPO data meaning that each MPO had to sort through the data to find obligations in its area. The data was not only unclear and difficult to work with, but was provided after the 30 day deadline meaning that the MPO had less than the federally imposed 90 days to prepare and publish the listing.

Because of continuing data and process issues, the IMPO is exploring with FHWA and INDOT the possibility of receiving obligation data directly into our MiTIP system similar to how other MPO's on this type of system receive their data. This would allow the MPO to closely monitor our obligations so as to meet INDOT's new policy of annual allocation obligation. In addition, having this obligation data on a regular basis in our MiTIP system would allow the MPO to very easily produce our annual list of obligated projects in a timely and accurate manner. Discussions are currently on-going.

71. Is an annual list of projects for which federal funds have been obligated published or otherwise made available for public review? Does it include bicycle-pedestrian projects? Please provide a copy of the most recent edition of this document.

Yes, the annual list of obligated projects is published and made available to the public. The most recent report (Fiscal year 2013) is included in the 2014-2017 TIP and is also available as a standalone document on the MPO's website. The report includes the following project types: bridge, ITS, pedestrian/bike, roadway/highway, planning and other. Obligation lists and graphs are then sorted and presented by these project types.

ITS PLANNING AND COORDINATION

72. How is the planning/consideration of ITS being mainstreamed and incorporated into the overall planning process? (MTP, TIP, UWP)

- How are you using your ITS Architecture to support the MTP?

- How are ITS related strategies or projects described in an MTP?
- How are you using your ITS Architecture to support your Congestion Management Process?
- Are you using your ITS architecture to support Freight planning?
- Are you using your ITS architecture to support Operations planning?
- How do you list/identify ITS projects in your TIP?
- Do you have ITS activities in you UPWP?

The Intelligent Transportation Systems (ITS) infrastructure can be used to identify alternative transportation strategies for the Congestion Management Process (CMP), which in turn can be folded into the MTP process. The 2035 MTP Major update created a new spending allocation for non-INDOT revenues. The MTP recognizes the importance of operations and maintenance activities to the overall success of the MTP's goals and objectives, particularly addressing traffic congestion in the region.

Only ITS projects using federal funds are identified in the TIP; they are categorized as "ITS" in the Project Category. To-date, there have not been any ITS projects in the UPWP (apart from updating the ITS Architecture).

73. Please provide a copy of the region's most recent regional ITS architecture and note when the architecture was adopted. Who participated in the creation of the regional architecture? When was the architecture last updated, and when is it scheduled to be reviewed/updated again? What ITS measures from this architecture have been or are being implemented (see also the section titled "Congestion Management Process")?

A pdf of the ITS document may be downloaded from <http://www.indympo.org/Plans/Pages/intelligent.aspx>.

The latest version of the ITS architecture was approved by the IRTC in 2012. The 2012 update aligned the ITS architecture with the MTP and update information as necessary. A regional committee participated in the development of the architecture, including representatives from the IRTC Technical Committee, local emergency management agencies, state and local police departments, local fire departments, FHWA, and IndyGo. Another minor update of the ITS architecture is included in the 2013-2014 UPWP. Completion of the update should occur in 2014. This update will evaluate the current document and ensure that the document reflects the most current ITS architecture and implementation throughout the central Indiana region.

TRANSIT AND NON-MOTORIZED TRANSPORTATION

74. Has IMPO prepared, or is in the process of preparing, a coordinated public transit-human services transportation plan? Is/was this effort coordinated with the region's transit providers as well as other providers of transportation, including private

entities? What benefits have occurred or will result from this project/plan?

The Indianapolis Regional Coordinated Human Services Transportation Plan (HSTP) was updated in 2013. The planning process was undertaken by the Indianapolis Public Transportation Corporation (IndyGo) with financial assistance from the Indiana Department of

Transportation (INDOT). The coordination plan provides a list of unmet mobility needs in each county, followed by a summary of unmet mobility needs and an implementation plan.

The effort was coordinated with the region's transit providers and other providers of transportation. Those organizations were treated as stakeholders in the planning process. The coordination plan update incorporated the following planning elements:

- 1) Review of the previous regional coordination plan to develop a basis or further evaluation and recommendations;
- 2) Evaluation of existing economic/demographic conditions in each county;
- 3) Conduct a survey of public and human service transportation providers, agencies with clients that need transportation service and the general public, including consumers who need or use transportation services. It must be noted that general public survey results are not statistically valid, but are intended to provide insight into the opinions of the local community. A statistically valid public survey was beyond the scope of this project. However, U.S. Census data is provided to accompany any conclusions drawn based on general public information;
- 4) Held two public outreach meetings for stakeholders and the general public for the purpose of soliciting input on transportation needs, service gaps, and goals, objectives and implementation strategies to meet those deficiencies;
- 5) Inventory of existing transportation services provided by the public, private and non- profit agencies;
- 6) Chart vehicle utilization for the purpose of determining where vehicles can better utilize and meet transportation needs;
- 7) Conduct and assessment of transportation needs and gaps in service obtained through meetings and surveys; and
- 8) Develop an implementation plan including goals, strategies, responsible parties and performance measures

The document now includes a list of accomplishments since 2009 to help track progress since the last plan. The list includes 14 accomplishments such as: CIRTAs Indy Express Bus Service/Plainfield Connector transportation services connected outlying areas with IndyGo fixed routes. Additional routes to be considered. Access Johnson County also connected to IndyGo routes from Johnson County.

75. Is there any data to indicate the percentage of residents living within ¼ mile of a transit stop? Do you have any statistics on the percentage of employment located within ¼ mile of a transit stop? If so, please provide the data. To what extent is Transit Oriented Development (TOD) integrated into the transportation/land use

planning processes?

The IMPO is in the process of conducting a comprehensive operational analysis (COA) of the IndyGo system titled “IndyGo Forward”. IndyGo Forward is scheduled for completion in March of 2015. The MPO has generated the following data relating to residents and employment within ¼ mile of transit for use in that process.

Population: 49.75 percent of residents live within 1/4 mile of a bus stop. 52.36 percent of residents live within ¼ mile of an IndyGo route. Employment: 69.44 percent of jobs are located within ¼ mile of a bus stop. 72.20 percent of jobs are located within ¼ mile of an IndyGo route.

The current transit system within Indianapolis has not proven effective at fostering transit oriented development. However, transit oriented development, an enhanced bus system and fixed guideway system is being considered as an important factor of the major update of the Metropolitan Transportation Plan (MTP). Indy Connect, the public outreach component of the MTP proposes a robust multimodal system that would provide mobility options (choice) via roads, bike infrastructure, pedestrian infrastructure and mass transit.

Since 2010, the MPO has conducted several studies/updates known as the Transit Oriented Development Strategic Plan, which focus on the potential for proposed rapid transit lines to foster TOD around proposed station locations. Since the rapid transit lines are being studied individually through an alternatives analysis process the TOD data feeds in directly towards helping determine the appropriate station locations and spacing for the proposed services. The TOD Strategic Plan provides data into the market readiness and physical readiness of each station area for TOD.

76. Are transit user surveys performed? If so, when was the last one and can you highlight any key findings?

IndyGo and the MPO worked together to complete an on-board survey of existing ridership in 2009. We are aware that this data could use an update and feel that it would be most appropriate to conduct another survey around 2016. IndyGo is in the process of constructing a downtown transit center that will be opened in 2015 along with corresponding route and service changes that would limit the effectiveness of any data obtained on the existing transit system in 2014 or 2015. The 2009 survey was conducted on all IndyGo Routes, including its fixed and express routes. A pilot survey occurred between September 22 and September 24, 2009. Full-scale data collection occurred between September 28 and October 16, 2009. These efforts provided a total of 3,990 usable surveys.

The study examined the travel behavior characteristics and demographic characteristics of IndyGo rider. Key findings of the survey include:

- Seventy-three percent of IndyGo riders are from households that have an annual income of less than \$35,000, while 5 percent come from households earning at least \$75,000.
- Fifty-two percent of riders are transit-dependent riders (i.e., they are from households that do not own a vehicle).
- Sixty-five percent of IndyGo riders are employed, with forty-four percent employed full-time.
- Home and work are the most prevalent rider trip origins and destinations.
- Forty-eight percent of trips originate from home, while forty percent of trips end at home.
- Twenty-six percent of trips originate from work, while thirty percent of trips end at work.
- Forty-six percent of trips are home-based work trips, while twenty percent of trips are home-based non-work trips.
- Walking is the dominant access and egress mode for all riders. Ninety-two percent of riders access a bus stop “by foot”. Ninety-three percent access their final destination by walking.
- Eighty-nine percent of riders walk to access transit.
- Ninety-one percent of riders walk after leaving transit.
- In the absence of transit service to complete their one-way trip, twenty-six percent of riders would not make the trip; seventeen percent of riders would have made the trip by driving.

IndyGo’s typical weekday passenger is an African-American female, age 35 to 49 who uses the bus 3 to 5 days per week to get to and from home and work. She is likely to be employed full- time or part time, but earns less than \$15,000 per year. She is transit dependent - meaning that there are no working vehicles in her household. Access to a vehicle through a friend or relative is also limited. If bus service was unavailable, she would either ride with a friend or not make the trip.

SAFETY

77. How does IMPO identify and analyze safety issues on the regional transportation system? Acting as a catalyst to achieve performance measures the MPO initiated Safety Studies in 2010, 2011 and 2012 as part of our UPWP. PB America, Inc. consultants were contracted to identify and study high-crash locations within the Indianapolis Metropolitan Area that have safety deficiencies and recommend specific improvements that will remedy said safety issues, including lower-cost maintenance items, such as signage and pavement markings, or possibly higher-cost capital improvements, such as reconstruction or added travel

lanes. The consultant under direction from the MPO coordinated with selected IRTC members and representatives from the police department and traffic engineers from the Indianapolis Department of Public Works as to definition of local safety concerns and the specific performance measures that define the performance of transportation system. During the three-year period seventy-one intersections and three high volume corridors were analyzed and prioritized. The resulting suggested improvements were shared with the DPW and over subsequent months projects have been determined eligible for federal transportation funding and have been placed in the Indianapolis TIP.

78. How does IMPO use information on identified safety issues on the regional transportation system to guide or prioritize transportation investments in the MTP and the TIP? What specific safety studies or activities have been conducted in the region?

In addition to the Safety Study mentioned in the answer to answer to question # 77 above, crash rates are used in the TIP Project Selection Criteria.

79. a) Discuss any relevant coordination between IMPO and INDOT in regards to the Strategic Highway Safety Plan (SHSP).

The consultants (PB America) acting on behalf of the MPO as part of the Safety Study met with MPO Staff and INDOT/FHWA Representatives (Brad Steckler, Mike Holowaty, and Rick Drumm) to discuss the project and define methodology that was used during the Safety Studies in 2010 through 2012. The methodology was based on INDOT's existing procedures for completing their Safety & Congestion Scoping Reports. Input from INDOT and FHWA was incorporated into project methodology when possible.

b) Does IMPO coordinate any efforts concerning local agency applications to the Highway Safety Improvement Program (HSIP)?

Beginning in 2011 approximately eighty-five HSIP-funded projects have been selected through the MPO's process, found eligible by the State/Federal HSIP Review Committee and funded through the MPO's TIP.

c) Is the planning process consistent with the SHSP?

Efforts have been initiated to implement internal procedures to insure that the SHSP is adhered to during coordination of regional safety concerns and the selection of HSIP-funded transportation system improvements.

d) Will the next plan update include a safety element that discusses the SHSP? Yes it will.

SECURITY

80. a) What is the appropriate role for IMPO in regional infrastructure security planning?

The MPO's role should include providing planning support and the bringing together of pertinent agencies to discuss safety and emergency preparedness strategies in a coordinated manner. The MPO provides data and modeling support as well as providing automobile crash records from the State Police ARIES database upon request by a jurisdiction.

b) Is IMPO engaged in emergency relief and disaster preparedness planning?

MPO staff assisted Marion County Emergency Services with the update of their Marion County Evacuation Plan in 2010. This assistance included using both dynamic traffic analysis and a sub-area analysis for the downtown Indianapolis area and providing projected model information related to attributes to those downtown streets within the Travel Demand Model.

MOVEMENT OF GOODS

81. Does IMPO collect and analyze regional goods movement flow data?

The IMPO has not systematically collected regional goods movement flow data; however, through coordination with INDOT and Mississippi Valley Freight Coalition efforts, we anticipate gathering regular information from both the Freight Analysis Framework (FAF) and midwest-specific multi-modal freight data. While regular collection of freight data has not always occurred in the past, there have been several MPO sponsored freight related studies completed over the past ten to fifteen years that have gathered information on these types of movements. In particular the "Indianapolis Intermodal Freight System Plan" that was completed in March 2005 examined major freight flows occurring in the Southwest quadrant of the Indianapolis region. The study focused on the many freight facilities in this area including the CSX Avon Yard intermodal facility; the Federal Express hub at the Indianapolis International Airport and the many major distribution and warehousing facilities in this area – particularly to the west and south of the airport.

82. Has IMPO identified key goods movement facilities in the region, and sought to identify the transportation infrastructure, investment, and policy needs of the goods movement community?

Two recent freight studies provide some insight: the 2010 freight white papers, and the 2013 regional freight study. The 2010 papers evaluated three topics: rail corridors within central Indiana, intermodal facilities, and freight bottlenecks. The papers identified key intermodal facilities within the region and bottlenecks that may affect the efficient movement of goods. Task Three on freight bottlenecks identified important areas to target for congestion mitigation.

These recommendations have helped INDOT and the MPO target programming to address those concerns. The 2013 regional freight study presented a list of major freight facilities, including intermodal facilities, within the Indianapolis MPA. The study also summarized the major commodities flowing in and out of the region and by what mode.

83. By mode-what is IMPO doing/studying to address air cargo, port, trucking & RR issues? Air Cargo: The MPO completed a significant study analyzing freight

movements in and around the Indianapolis International Airport. The final version of the report was completed in 2005. It has been very useful for recommending and seeing implementation of various improvements that support the air freight growth and the related trucking, warehousing and distribution operations near the airport. Significant roadway improvements to I-70 have occurred which have helped strengthen the FedEx facility and its potential for expansion and also have helped provide improved access to the warehousing and distribution facilities west of the airport through a new interchange with I-70.

Ports: There are no water ports within the IMPO region but the Ports of Indiana, operator of Indiana's three major water ports, has a seat on the Policy Committee of the Indianapolis Regional Transportation Council

Trucking: The MPO seeks to relieve congestion bottlenecks by identifying areas with truck movements and truck generation and supporting, either through funding or planning, projects to mitigate those congestion concerns. One example is the Ronald Reagan Parkway. The Ronald Reagan Parkway serves numerous warehousing and industrial facilities on the west side of the region and facilitates efficient truck movement between I-65 and I-70. The new limited-access roadway also serves as a connector to the CSX Avon Yard and FedEx air freight facilities. See the answer to question 82 for additional information. Rail: The 2013 regional freight study evaluated the rail infrastructure in the region. The report identified rail ownership, traffic, facilities, and potential opportunities for passenger service. The study paid close attention to the Belt Railroad, including industries served, goods carried, and potential for increased traffic. This study and others have examined the Belt as an alternative to the main CSX line. This main CSX line runs through downtown Indianapolis, creating congestion with its many at-grade railroad crossings.

84. By the following topics, what is IMPO doing/studying to address air cargo, port, trucking & RR issues?

- Data collection & modeling
- Private sector involvement
- Performance measures
- Land use issues/industrial land
- Inclusion of projects in LRP & TIP
- Staff resources to focus on freight

Data Collection and Modeling: The 2013 regional freight study collected data on air, truck, and rail activities within the region. The consultants for the Freight Study are using both the federal Freight Analysis Framework (FAF) and the national Waybill sample to track truck and rail freight movements by commodity type, volumes and origination and destination points. Air freight volumes were gathered in a previous intermodal freight study “Indianapolis Intermodal Freight System Plan” from March 2005. The freight planning staff has access to these same data sources for tracking more “general” freight movement patterns. The MPO does not currently collect freight movement on our own.

With regard to modeling resources -- to determine truck trip productions and attractions, the Quick Response Freight Model is used, with a change in classifications to allow identification broken out by classifications of light, medium and heavy trucks. The model has been updated to reflect conditions in 2009 – 2010. The Indiana State Travel Demand model and INDOT truck counts were used in the update. The industrial land use data that has been gathered is being used to identify land used for industrial and transportation logistics which in turn is being used to help determine the corridor priority score for inclusion in the long-range transportation plan project prioritization process.

Private Sector Involvement: The MPO continues to maintain contact with the private sector.

The 2010 freight white papers reached out to shippers and trucking firms as part of its field work to determine truck freight bottlenecks. The MPO also seeks to include all freight stakeholders in planning and programming activities, particularly for the MPO’s core activities.

Performance Measures: The 2035 MTP used a performance-based planning process to determine project suitability for the Indianapolis region, based on its goals and objectives. Freight mobility was an ongoing factor in the process, considered in all aspects of the plan. In particular, freight mobility was targeted in regards to ranking specific regional corridors

Land use issues / industrial land: The MPO has been active in conducting planning studies that have helped the region promote and preserve land for industrial / freight / distribution uses in specific, appropriate areas within the region. These studies have recommended that certain land near railroad corridors, near railroad yards and with primary interstate access should be used for freight and distribution related facilities. Land to the west of the airport, south of the CSX Avon yard and near interstates 70 and I-465 has been promoted for freight warehousing and distribution uses. These recommendations have helped assure strong growth at the FedEx air freight hub at the airport and also have assured that land is available for businesses that wish to utilize the efficiencies of being near the CSX yard or the FedEx hub. Significant growth of distribution and warehousing facilities has occurred in these areas, resulting in strong employment growth.

Inclusion of projects in LRP and TIP: Freight relevancy is one of the criteria used for

scoring projects for inclusion in both the MTP and the TIP. Inclusion in the project selection process has led to the implementation of several projects. Examples include moving I-70 to the south and lowering a section of it to allow expansion of the FedEx hub; prioritization given to the Ronald Reagan Parkway project and the Six Points Road interchange. These last two projects were both important for helping serve the many warehousing and distribution facilities in the Southwest quadrant of the region and providing access to the CSX Avon Yard intermodal facility.

Staff resources to focus on freight: The MPO designates one planner as the point person for freight-related activities. The MPO recently finished its regional freight study. The MPO expects to continue its focus on incorporating freight into all its planning and programming activities, including the next MTP update.

BICYCLE AND PEDESTRIAN MOVEMENT

85. Discuss the development of the IMPO Bicycle-Pedestrian Plan. How is this plan going to be implemented?

Currently two planning documents provide guidance for bicycle and pedestrian planning in the Indianapolis region.

The Central Indiana Regional Bikeways Plan was adopted in February 2012 by the IRTC. The Regional Bikeways Plan is cost-constrained by the allocation of funds available for bikeways projects as established by the IRTC. The methodology for this plan incorporated all known local bikeways projects (trails, multi-use paths and bike lanes) within the MPO's planning area and some that are outside. The Indianapolis MPO worked with local agencies to identify priorities among those projects and create a scoring system that allowed us to developed phased lists of the highest priority projects to receive funding. This formed be basis for the recommendations provided by the plan for infrastructure projects in four time periods: Period 1 (2011-2015), Period 2 (2016-2025), Period 3 (2026-2035) and Period 4 (2035+). Local agencies are incentivized to build those projects that are priority in the plan because scoring criteria are linked to the plans recommendations for the federal grant programs available through the MPO.

The Regional Pedestrian Plan is a framework adopted by the Metropolitan Development Commission in 2009 for each county and local jurisdiction within the Metropolitan Planning Area (MPA) to use and implement as each community is able. The IMPO convened a steering

committee of IRTC member jurisdictions' Departments of Planning and/or Public Works in

order to incorporate each local bike/pedestrian plan into the document. The plan contains a set of guidelines for use when implementing pedestrian projects.

The City of Indianapolis has a designated Bicycle/Pedestrian Coordinator within the Department of Public Works (DPW) Office of Sustainability. Indianapolis DPW has

been active in creating a local bicycle plan consisting of on-street bike lanes to improve mobility for cyclists. That plan is continually updated each year and is closely tied to the Indianapolis Greenways system. Indy Parks revised their former Greenway master plan with the Indy Full Circle Greenways Master plan in 2014 which proposes a much larger network of Greenways within Marion County.

86. How are bicycle and pedestrian planning activities being integrated in the transportation planning process? Does the MPO have a bicycle and pedestrian plan? Is it a stand alone plan?

The IRTC has adopted a complete streets policy that directs local agencies to include bicycle and pedestrian projects, as appropriate under the policy, when they consider an infrastructure project. The policy is a requirement for projects using surface transportation funding. The City of Indianapolis also has a local complete streets policy. Several other local agencies are considering a policy as well.

The Indianapolis MPO does have standalone bicycle and pedestrian plans as indicated in the answer to question 85; the Central Indiana Regional Bikeways Plan (adopted 2012) and the Regional Pedestrian Plan (2009).

87. How does the MPO coordinate the various jurisdictions' plans into their overall plan?

The Indianapolis MPO worked directly with local jurisdiction contacts to both identify proposed bikeways projects and set priorities. This was handled by a senior planner who kept in contact with each jurisdiction throughout the creation of the Regional Bikeways Plan. Local jurisdictions may submit amendments to the Regional Bikeways Plan at any time for consideration.

88. Discuss the selection and prioritization process for bicycle and pedestrian projects.

The Central Indiana Regional Bikeways plan is an important, cost-constrained element of the MTP that provides a uniform basis for the selection and prioritization of trail, side-path and bike lane projects. Pedestrian specific projects are typically smaller and scoring for those projects is largely based on transportation need, benefit and funding availability.

89. How are pedestrian needs being factored into large projects?

In March 2014, the IRTC adopted a complete streets policy intended to create a safe, balanced and effective transportation system where multi-modal transportation options are available to everyone. The policy requires that all projects funded with federal dollars awarded by the IMPO to support complete street principals. It is required that all projects in the Indianapolis Regional Transportation Improvement Plan (IRTIP) be consistent with the complete streets policy before funds are programmed and approved in the IMPO's IRTIP via MiTIP (the IRTIP's online application portal).

The policy requires:

- At least one (1) existing or new ADA-compliant, continuous sidewalk on one side of the roadway/bridge, or
- A multiuse path of sufficient width to accommodate bicycle and pedestrian users simultaneously, or
- Where sidewalks are infeasible, designated bike lanes.

The policy goes on to outline requirements regarding coordination with regional plans and agencies, outline procedures for compliance with the policy, establishes exceptions and appeals and provides link to an online mapping tool that can be used to identify projects within regional plans. The link for the online mapping tool is <http://www.indympo.org/Plans/MultiModalPlanning/Pages/Complete-Streets.aspx>

SAFETEA-LU

90. How has IMPO documented actions and processes to address new planning requirements authorized under SAFETEA-LU and made effective under the Planning Rule issued February 14, 2007?

MAP 21 planning requirements just issued as NPRM in June 2014.

91. Are the MAP-21 revised factors considered in the transportation planning process? How is this documented?

MAP-21 planning requirements are included in work plan development. The UPWP is developed in cooperation with a committee consisting of representatives from the IRTC, FHWA, FTA, IDEM, INDOT, and adjacent MPO's. The MAP-21 changes have been and will continue to be included in the UPWP.

92. How has IMPO updated its public participation process to include required changes such as the expanded list of "interested parties" identified in SAFETEA-LU?

Stakeholders now receive regular outreach deliverables produced by the MPO, including the TeMPO newsletter, announcements of meetings, etc.

OTHER

93. How was IMPO engaged in the development of the Indiana State

Transportation Plan? INDOT has held one meeting with the MPO, so far, to show us

their new listing of projects.

They also provided brief updates during monthly MPO Council meetings.

94. What has been implemented from the recommendations made in the 2010

FHWA-FTA Certification Review report? What has not, and why?

The following includes one Corrective Action and fifteen Recommendations that is taken from the Executive Summary of the October 2010 Final Report on the Indianapolis MPO's Certification Review:

The review team identified the following corrective action:

Corrective Action 1 - IMPO and INDOT must add awarded transit projects to the 2006-2008 Listing of Obligated Projects, develop the 2009-2011 Listing of Obligated Projects and post them on the IMPO website by September 30, 2011.

MPO Action Taken

The 2006-2008 Lists were corrected with the appropriate transit obligation data. In addition, the 2009-2011 Lists were developed after receiving the needed data from INDOT and were posted by September 30th, 2011. All subsequent lists have included transit obligations and have been posted by September 30th of each year.

The review team also recommends the MPO seriously consider the following action items for implementation:

Recommendation 1 – The IMPO Planning MOU should be updated to reflect the redesignation of the Indianapolis Department of Metropolitan Development as the MPO. The update can also clarify that IMPO is the planning and programming lead for the portion of the Anderson UZA within Hamilton County and the portion of the Columbus UZA within Johnson and Shelby Counties. The revisions can also clarify roles and responsibilities should the Indianapolis and Anderson UZAs grow together pursuant to the 2010 Census and 23 CFR 450.314(d) & (f).

Activities since 2010

A new Memorandum of Agreement (MOA) has been drafted and signed by the MPO, IndyGo, and INDOT. The MOA lists the responsibilities of the MPO, IndyGo and INDOT in the planning process; and spells out requirements for the three main documents (UPWP, MTP, TIP) as well as public participation, transit planning, and travel demand modeling.

Because a portion of the Indianapolis UAB is included in Anderson's MPA, and because a portion of Columbus' UAB is included in Indianapolis' MPA, a memorandum of agreement is being developed that will spell out the funding arrangement for federal construction dollars, air quality conformity determination coordination, and other planning responsibilities among and between the 3 MPOs. As of July 2014, this agreement is still under development.

Recommendation 2 - IMPO should consider, analyze and document alternative land use scenarios in the 2035 Transportation Plan. This could be comparable to the way road

and transit network alternatives are often evaluated before selecting a final transportation scenario. The land use alternatives could be assessed using cost-benefit analyses and other assumptions documented as part of the planning process. Ultimately, IMPO could quantify expected improvements to transportation system balance, transit usage, and overall socioeconomic conditions based upon various future growth scenarios.

Activities since 2010

The major update to the 2035 MTP did not include land use scenario planning due to time constraints. It did include performance measures upon which all roadway expansion projects were evaluated; one of those performance measures was change in land use. The upcoming 2040

Major Update (due by early 2018) should include scenario planning per MAP-21 guidance.

Recommendation 3 – USDOT commends the MPO for developing a pavement management system for the MPA and for using the PSI as a primary metric in the TIP prioritization of pavement preservation projects. USDOT would like to encourage the MPO to utilize the tool to identify and prioritize pavement preventive maintenance projects. By identifying the optimal investment strategy and implementing it at the right time, the life cycle cost of the pavement can be optimized. We encourage IMPO to meet with INDOT and FHWA pavement specialists to explore this approach and to determine whether Federal-aid funds can be used for such pavement management strategies as they are on the INDOT jurisdiction system.

Activities since 2010

In 2010 the MPO together with the City of Indianapolis completed an inventory begun in 2009 that covered 100% of Marion County's Federal-Aid network and 67% of the Federal-Aid network in the 2003 Metropolitan Planning Area. The MPO edited the TIP to include the Pavement Condition Index (PCI) value to constitute up to 50% of the rating of rehabilitation and reconstruction projects. This policy change has been in place since 2011.

We conducted a Request for Qualifications process in May and June of this year (2014). We interviewed four respondents and found all to be qualified. We selected two of the most qualified vendors to work with on the project.

EcoInteractive, Inc., our MiTIP vendor, will help us develop the web-based pavement data repository, including tools to help users enter data directly, upload data from existing processes, and provide basic reports meant to view the data effectively. EcoInteractive will also help us execute any process that we develop to incorporate pavement information in the TIP process.

Data Transfer Solutions, with subcontractors AECOM and DLZ will help us develop the IRTC working committee and make sure that the data sets we develop will support PAVER and/or VueWORKS software packages.

DTS and EcoInteractive will also work with INDOT as INDOT moves to a new data structure for their road's network database.

Recommendation 4 – USDOT encourages IMPO to adopt a Complete Streets Policy as part of the 2035 MTP update to accommodate non-vehicular modes for all road projects. The policy could include a clause to exempt a project given certain circumstances.

Activities since 2010

The IMPO's most recent Complete Streets policy effort began in August 2013. A committee was formed with representation from any interested LPA of the 34 IMPO LPAs. The committee met four times between September 2013 and January 2014 to review drafts of the policy and provide feedback. The IMPO Complete Streets Policy was adopted by resolution at the March 5, 2014, meeting of the Indiana Regional Transportation Council (IRTC) Policy Committee. A Complete Streets Task Force was formed at the May 28th IRTC Policy Committee meeting; that group will review any project application that does not comply with or requests an exception from the Complete Streets Policy.

The June 2014 call for projects will include the first applications to be required to comply with the IMPO Complete Streets Policy. The Policy applies to all applications to the IMPO for TAP or STP Group 1 federal funding assistance. It was determined that, for the HSIP and CMAQ programs, applications for projects that would comply with the Complete Streets Policy may be at a competitive disadvantage due to the current scoring in place. The IMPO plans to reassess the scoring for each of those funding categories; following that the IMPO will request IRTC approval to apply the Complete Streets Policy to those two funding categories from that point on.

Recommendation 5 - It is recommended that IMPO and INDOT evaluate and integrate into the CMP more aggressive TDM strategies to reduce the demand for SOV transport and overall travel. Strategies such as growth management and corridor-level congestion pricing in addition to system-wide VMT and fuel pricing should be fully vetted. Documentation should be developed to provide transparency regarding implementation challenges.

IMPO should demonstrate potential benefits using known elasticities on the effects of pricing and land use design on VMT and transit ridership in addition to walking and bicycling. Consideration for roadway capacity expansion projects should take place after implementation of a growth management and/or pricing strategy in addition to other demand reduction strategies. Innovative methods have the potential to enhance selection by FTA of the Northeast Corridor fixed guideway project into preliminary engineering.

Activities since 2010

The Indianapolis MPO continues to fund and implement policies that alleviate

congestion. In 2014, the IRTC Policy Committee passed the Complete Streets policy. This policy will apply to all projects within the urbanized area and require the projects to incorporate Complete Streets philosophies in construction. Increasing the amount of projects that include all modes of transportation will increase connectivity within the Indianapolis region. The Indianapolis MPO also continues to fund CIRTAs and its many programs, including Commuter Connect and Express Bus. MPO staff is encouraged by the number of LPAs that are focusing their comprehensive plans on more compact development, or minimizing traditional suburban built environments.

The Indy Connect initiative has made great strides in informing the public of the benefits of alternative transportation, which is encouraging for future TDM strategies.

Recommendation 6 – The Indianapolis MPO is reminded that the next TIP must address the new federal requirement that a TIP list “*estimated total project cost, which may extend beyond the four years of the TIP*”. This keeps elected officials informed of the total project cost, even when the current TIP may only include the initial phases of preliminary engineering, right-of-way, or construction.

Activities since 2010

The 2009-2012 and the current 2014-2017 TIPs include “estimated total project cost, which may extend beyond the four years of the TIP.”

Recommendation 7 – The Indianapolis MPO did an excellent job of tracking implementation of ARRA projects. USDOT encourages IMPO to implement a similar process on a quarterly basis for all other projects. The INDOT Local Public Agency (LPA) Project Development Process requires each project sponsor to have an employee in responsible charge (ERC) that has completed LPA certification training. IMPO can assist project sponsors by monitoring their funding and project development. IMPO can also help to ensure they maintain a certified ERC, as required by the State’s new federal-aid LPA Project Development Procedures.

Activities since 2010

The MPO has been operating under an interim Quarterly Tracking process since 2012 and has been conducting quarterly tracking meetings with INDOT, FHWA and our LPAs since 2013. The MPO has since developed a formal Quarterly Tracking Policy that applies to all federally funded projects within the Indianapolis MPA. The policy was officially adopted by the IRTC in May of 2014.

Recommendation 8 – It is recommended that IMPO modify the TIP amendment procedures to allow the IMPO Executive Director to approve minor TIP amendments for exempt projects where public involvement on the overall project has already taken place. Examples include projects where CN is already programmed in the TIP, but the PE or ROW phase were overlooked. Another example is where a new TIP has been approved, but a project in the previous TIP had not been advanced to authorization and now needs

to be amended into the new TIP. The process should include notification of the Policy Committee that the administrative TIP amendment was approved, so they are aware of the correction.

Activities since 2010

The MPO has revised the Policy and Procedure Manual to incorporate flexibility into the TIP amendment process. As a result, the MPO Executive Director can approve administrative TIP amendments that meet the criteria described above. All Administrative amendments are copied to the Central Indiana Inter-Agency Consultation Group and included in the quarterly amendment transmitted to the IRTC each quarter with the proposed amendment package.

Recommendation 9 – The MPO should use visual techniques to depict on a map in the MTP where transportation expansion and other significant projects are located in relation to areas with substantial low income and minority residential populations. The graphic should be included with analysis demonstrating that these protected populations receive proportionate benefits and do not receive disproportionate negative impacts from the projects. The analysis should be cognizant of the impacts on racial income disparity over time and racial integration in terms of the Dissimilarity Index (<http://www.census.gov/segregation.html>).

Activities since 2010

In its amended 2014 UPWP, the MPO expressed its intention to address Environmental Justice principles through public outreach and project selection. The MPO staff is also updating its environmental justice program, first created in 2007. As part of the update, MPO staff has created a series of maps of the EJ populations and the 2035 Metropolitan Transportation Plan (MTP) recommended projects. These maps will be presented along with analysis of the maps themselves.

Recommendation 10 – IMPO should work jointly with INDOT to clarify the requirements for ADA Transition Plans and jointly develop an enforcement plan within 18 months for all applicable recipients of federal-aid transportation funds.

Activities since 2010:

MPO staff has provided technical assistance for its local public agencies in preparing ADA Transition Plans. We have a web page dedicated to ADA; and MPO staff continues to monitor the development of these Plans, especially those LPAs with programmed projects.

Recommendation 11: It is strongly recommended that the forthcoming Northeast Corridor New Starts application to enter preliminary engineering demonstrate innovative strategies to enhance feasibility of the project. This should include steps that have been implemented to support sufficient ratings for each of the criteria: mobility improvements; environmental benefits; operating efficiencies; cost effectiveness, and;

transit supportive land use policies/future land use patterns. Project benefits should be quantified using broad performance measures such as those identified in the Planning Factors section. Evidence of commitment to performance-based planning should include intergovernmental agreements regarding establishment of Transit-Oriented Development (TOD) and comparable overall zoning/building codes to support public transportation.

Activities since 2010

The Northeast Corridor transit project, branded as the “Green Line”, has progressed to the point of a new Draft Environmental Impact Statement (DEIS). The DEIS is expected to be completed in February of 2015 and would then be followed by a final environmental impact statement and record of decision before a New Starts Application to enter into engineering would occur. While this recommendation focused on improvement of the New Starts application, which may not occur for a few more years, progress has been made regarding the feasibility of the project.

New alternatives were considered for the Green Line in downtown Indianapolis (southern end of the project). Those alternatives involve light rail or bus rapid transit service in-street to the downtown transit center expected to open in 2015 as opposed to building a bridge over 10th

Street and connecting to the downtown at Union Station via CSX facilities. These alternatives offer several advantages:

- **Improved Service.** On-street alignments would improve travel time and provide direct services to the center of downtown, with multiple stops near primary employment destinations and activity centers. The smaller vehicles would operate more frequently than locomotive based service.
- **Less Neighborhood Impact.** In project meetings, residents along the HHPA corridor consistently voiced concern about noise, air quality and other impacts of locomotives. Either of light rail or bus rapid transit vehicles would reduce these impacts significantly.
- **Elimination of freight railroad conflicts.** Eliminating the need to share a corridor with CSX would eliminate coordination issues, operational uncertainties and long term lease costs.
- **Comparable costs.** The cost of in-street construction was found to be similar to the cost of modifying CSX facilities to provide a third track for transit operations. The cost would be much lower than modifying the Indianapolis Belt Railroad to provide a freight bypass downtown.
- **System Compatibility.** An earlier focus on regional commuter rail operations to Union Station is not reflected in the Indy Connect plan. Light rail operations with light diesel multiple units are more compatible with the adopted regional vision plan.

There has also been significant focus on transit supportive land-use policies and future land use patterns. A Transit Oriented Development (TOD) Plan was developed in late 2011 providing an assessment for potential demand for TOD, as well as the physical characteristics of station areas and local land use policies that influence the feasibility of TOD. The focus of that original study was along the northeast corridor (Green Line) and it helped to identify locations along the corridor where TOD potential was the greatest

and most likely to succeed. This study was furthered in 2012 and 2013 with the creation of the TOD Strategic Plan parts A and B. This strategic plan updated and refined the methodology used to measure TOD potential using 19 factors and applied them to the Red and Blue Rapid Transit Line corridors. It further identified station typologies (recommendations for height, FAR, parking, etc.) for station areas. In 2014 the TOD Strategic Plan is being updated to refine the previous station area planning done for the Green Line in 2011 in order to match the level of analysis and recommendations for the Red and Blue Lines, and create value capture strategies for all currently planned rapid transit corridors to facilitate the creation of TODs.

The City of Indianapolis is revising their zoning code and development ordinances through a three-year process called Indy Rezone. The ordinance is currently in draft form and will be submitted for adoption to the City-County Council in 2014. The new code takes into account both existing transit service and potential new rapid transit service. It has done this by creating four mixed use districts designed to promote transit supportive land use around station areas. The Town of Fishers already has transit friendly zoning code near the proposed station at 116th Street where the town is attempting to create a high-density, mixed-use downtown area. Fishers has already had success at attracting developers to build multi-story buildings with commercial and residential space and structured parking adjacent to the proposed station and will continue to develop the downtown area.

Recommendation 12 – USDOT applauds IMPO and their Multimodal Task Force for the numerous successes in implementing the Regional Bicycle Plan. USDOT encourages

IMPO to include an item in the 2011 UPWP to update the Regional Bicycle Plan to establish consensus regarding future priorities.

Activities since 2010

The IMPO developed the Central Indiana Regional Bikeways Plan which was adopted in February 2012 by the IRTC. The Regional Bikeways Plan is cost-constrained by the allocation of funds available for bikeways projects as established by the IRTC. The methodology for this plan incorporated all known local bikeways projects (trails, multi-use paths and bike lanes) within the MPO's planning area and some that are outside. The Indianapolis MPO worked with local agencies to identify priorities among those projects and create a scoring system that allowed us to developed phased lists of the highest priority projects to receive funding. This formed be basis for the recommendations provided by the plan for infrastructure projects in four time periods: Period 1 (2011-2015), Period 2 (2016-2025), Period 3 (2026-2035) and Period 4 (2035+). Local agencies are incentivized to build those projects that are priority in the plan because scoring criteria are linked to the plans recommendations for the federal grant programs available through the MPO.

Recommendation 13 – IMPO is encouraged to further examine the potential

applicability of the LUCI land-use allocation methods for their possible integration with the existing four step regional model. IMPO would then be able to evaluate alternative land use scenarios as part of future updates to the MTP.

Activities since 2010

The IMPO contracted with Prof. John Ottensmann of the Center for Urban Policy and the Environment to update LUCI land-use allocation model (now called luci-2) in the summer of 2012. The IMPO used the results of various luci-2 model runs to help determine the official Metropolitan Planning Area Boundary for the Indianapolis MPO.

The IMPO experimented with a spreadsheet-based population and economic allocation model to provide estimates of Transit Oriented Development area change, based on assumptions of anticipated land use change around transit stations.

The IMPO has cooperated with the Anderson MPO in their application of the UrbanSim land use simulation model by providing data from Hamilton and Marion County for model input. We will be looking at the Anderson experience as we begin our work with UrbanSim planned for the spring of 2015.

Recommendation 14 – It is recommended that IMPO develop and implement performance measures in the MTP to expand upon those that address traffic movement. The measures should gauge widespread performance of the multi-modal (roadway, transit, truck/rail freight, non-motorized) transportation system.

Activities since 2010

The most recent full update of the 2035 MTP (2011) used a performance-based approach; this was the first time the MPO has attempted such a methodology. Such an approach has allowed for better tracking of performance relative to program investment than has been the case in the past. Performance measures included condition of pavement and bridges, crash rates, congestion, transit trips, freight mobility, and land use. In addition, the relationship between performance and budget was evaluated. This process provided decision-makers with an opportunity to reach consensus on an overall vision of transportation in the region.

In 2009, the MPO collaborated with a coalition consisting of the Central Indiana Corporate Partnership, the Central Indiana Community Foundation, the Central Indiana Chamber of Commerce, IndyGo, and the Central Indiana Regional Transportation Authority to conduct a cost-benefit-based analysis of existing and potential transportation plans. The coalition, named the “Central Indiana Transit Task Force,” made several plan recommendations that are being investigated and refined as part of the Indy Connect process.

Recommendation 15 – USDOT encourages IMPO to build upon the current Safety

Study to develop a systematic regional approach to safety planning. The safety analysis should identify high accident locations throughout the MPA and complete a Roadway Safety Audit to identify strategies to address deficiencies. The IRTC should use the results of this systematic regional approach to develop a 4-year list of Highway Safety Improvement Program (HSIP) and Congestion Mitigation and Air Quality (CMAQ) Projects for inclusion in the TIP. By prioritizing a 4-year list of projects based on need, LPAs will have time to develop quality projects using available HSIP/CMAQ funds.

Activities since 2010

In 2011, 2012, and 2013 the MPO contracted with Parsons Brinckerhoff consultants for annual studies of high-accident locations as defined in INDOT's "5% list". Note that during both of the studies in 2011 and 2012 the consultants asked all of the IRTC member agencies for high- accident locations to be included in the intersection analyses, but no locations were submitted for study.

In 2011 the top 21 intersections in the metropolitan area were studied (20 of which were in Marion County) and recommendations for improvements were shared with the appropriate LPA.

In 2012 the next 50 intersections on the 5% list, all of which were in Marion County were studied and recommendations shared with the Indianapolis Department of Public Works.

In 2013 the consultants studied, again at the suggestion of the MPO staff, 4 corridors that have numerous safety issues at and between intersections. The corridors include: 1) Binford Boulevard between 38th Street and I-69; 2) Kessler Boulevard between Allisonville Road and Emerson Avenue; 3) 79th Street between Fall Creek Road and County Line Road; and 4) 82nd Street between Allisonville Road and Hague Road.

As a result of these studies twelve projects have been found eligible for the use of HSIP federal funding and programmed in the TIP. The projects include intersection improvements, pedestrian crossing improvements for trails, countdown pedestrian indications, school zone flashers, and a roundabout at 46th & German Church. At least four other projects are pending approval.

APPENDIX 3 – IMPO-INDOT-INDYGO MEMORANDUM OF AGREEMENT

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

THE INDIANAPOLIS DEPARTMENT OF METROPOLITAN DEVELOPMENT

HEREINAFTER REFERRED TO AS

THE INDIANAPOLIS METROPOLITAN PLANNING ORGANIZATION (MPO)

AND THE

THE INDIANA DEPARTMENT OF TRANSPORTATION (INDOT)

AND THE

INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (INDYGO)

This Memorandum of Agreement (MOA) is made by and between the Indianapolis MPO (herein after referred to as MPO), the Indiana Department of Transportation (herein after referred to as INDOT), and the Indianapolis Public Transportation Corporation (herein after referred to as IndyGo).

WHEREAS, Moving Ahead for Progress in the 21st Century (MAP-21) and its previous sister legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

WHEREAS, the transportation planning process for the Indianapolis MPO includes the following agencies:

- Indianapolis MPO (MPO)
- Indiana Department of Transportation (INDOT)
- Indianapolis Public Transportation Corporation (IndyGo)

NOW THEREFORE the agencies mutually agree as follows:

WHEREAS, MAP-21 requires the establishment of agreements between the State, the Metropolitan Planning Organization (MPO) and the public transportation operator(s), and

WHEREAS, the City of Indianapolis Department of Metropolitan Development is the designated MPO (see attached redesignation letter) for the Indianapolis Metropolitan Planning Area and includes its regional member Counties of Marion and portions of Boone, Johnson, Hamilton, Hancock, Hendricks, Morgan, and Shelby in Indiana, and

WHEREAS, the Indianapolis Public Transportation Corporation (IndyGo) is the designated recipient for Section 5307 in the Indianapolis Urbanized Area,

WHEREAS, the MPO has established various advisory groups, which provide input and direction, as well as assist and advise it on transportation planning and programming considerations. Membership in these technical, advisory, and citizens groups may include persons representing the communities listed below (as contained within in the approved Metropolitan Planning Area, 2014), public and private transportation providers, and others not listed in this agreement.

Town of Arcadia	Town of Fishers	Town of New Whiteland
Town of Atlanta	City of Franklin	City of Noblesville
Town of Avon	City of Greenfield	Town of Pittsboro
Town of Bargersville	City of Greenwood	Town of Plainfield
City of Beech Grove	Hamilton County	Shelby County
Town of Bethany	Hancock County	City of Southport
Boone County	Hendricks County	Town of Speedway
Town of Brooklyn	City of Indianapolis	Town of Spring Lake
Town of Brownsburg	Johnson County	City of Westfield
City of Carmel	City of Lawrence	Town of Whiteland
Town of Cicero	Town of McCordsville	Town of Whitestown
Town of Cumberland	Town of Mooresville	Town of Zionsville
Town of Danville	Morgan County	
Town of Edinburgh	Town of New Palestine	

The MPO, INDOT, and IndyGo mutually agree as follows:

RESPONSIBILITIES OF THE INDIANAPOLIS MPO

Structure

1. The MPO organizational structure consists of an Administrative Committee, Technical Committee, and Policy Committee of participating members which comprise the Indianapolis Regional Transportation Council (IRTC). The IRTC also includes various advisory committees, work groups and subcommittees.

The 2014 IRTC Policy Committee includes the following voting members:

Atlanta Clerk/Treasurer	Cicero Planning Director
Avon Town Manager	Cumberland Town Manager
Bargersville Town Manager	Danville Town Manager
Beech Grove Mayor	Fishers Town Manager
Boone County Commissioner	Franklin Mayor
Brooklyn Clerk/Treasurer	Greenfield City Engineer
Brownsburg Town Manager	Greenwood Mayor
Carmel Mayor	Hamilton County Commissioner

Hancock County Commissioner
 Hendricks County Commissioner
 Indianapolis Mayor
 Johnson County Highway Director
 Lawrence Mayor
 McCordsville Town Manager
 Mooresville Town Council
 Morgan County Commissioner
 New Palestine Town Council Vice-President
 Noblesville Mayor
 Pittsboro Town Supervisor
 Plainfield Town Manager
 Shelby County Plan Commission Executive
 Director

Southport Mayor
 Speedway Town Manager
 Westfield Mayor
 Whiteland Town Manager
 Whitestown Utility Manager
 Zionsville Town Council Member

Partner Agency Representation

IndyGo President and CEO
 CIRT Executive Director
 Indianapolis Airport Authority, Director of
 Planning and Development
 INDOT District Deputy Commissioner
 Ports of Indiana Vice-President

The 2014 IRTC Technical Committee includes the following voting members:

Atlanta Clerk/Treasurer
 Avon Town Director Of Public Works
 Bargersville Street Superintendent
 Beech Grove Consultant Rep.
 Boone County Area Plan Commission Director
 Brooklyn Clerk/Treasurer
 Brownsburg Planning Director
 Carmel City Engineer
 Cicero Planning Director
 Cumberland Town Planner
 Danville Town Manager
 Fishers Town Manager
 Franklin City Engineer
 Greenfield City Engineer
 Greenwood City Engineer
 Hamilton County Superintendent
 Hancock County Engineer
 Hendricks County Engineer
 Indianapolis Deputy Director of Engineering
 Johnson County Highway Engineer
 Lawrence Engineer
 McCordsville Planning and Building Director
 Mooresville Street Superintendent

Morgan County Engineer
 New Palestine Town Manager
 Noblesville City Engineer
 Pittsboro Building Commissioner
 Plainfield Town Engineer
 Shelby County Plan Commission Executive
 Director
 Southport Consultant Rep.
 Speedway Town Manager
 Westfield Director Of Public Works
 Whiteland Director of Planning & Zoning
 Whitestown Utility Manager
 Zionsville Town Superintendent of Streets and
 Stormwater

Partner Agency Representation

IndyGo Vice-President of Business
 Development
 CIRT Executive Director
 Indianapolis Airport Authority, Director of
 Planning and Development
 INDOT District Capital Program Director
 Ports of Indiana Vice-President

2. The MPO has several Advisory Committees, which include members from the general public, transit consumers, bicycle groups, various technical staff, and other interested parties who sit on the IRTC Technical Committee.

3. The IRTC Policy, Technical, and Administrative Committees generally meet on a quarterly basis; with combined Policy and Technical Committees Retreat in June, and Special Meeting (if needed) in December. The other committees meet on an as needed basis.
4. The MPO will concur with the planning regulations for Self Certification to INDOT and the FHWA regarding the MPO's ability and intention to provide and fulfill the transportation planning requirement for the Metropolitan Planning Area (MPA). This will be made available as part of the Transportation Improvement Program (TIP) process.

Long Range Transportation Plan

5. The MPO will develop and maintain a Long Range Transportation Plan (LRTP) and corresponding Conformity Analysis (if required) in cooperation with INDOT, its transit providers and other agency partners at least every 4 years as required by law.
6. The MPO will utilize the MAP-21 planning factors in the development of the Long Range Transportation Plan (LRTP).
7. The MPO is responsible for developing a financially reasonable Long Range Transportation Plan (LRTP) in consultation with INDOT, its area public transit providers, the FTA and the FHWA in compliance with current federal planning regulations.
8. The MPO will include a financial plan that demonstrates the consistency of the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) with available and projected sources of revenue. INDOT will provide the MPO with reasonable estimates of available and projected funding by category on a regular basis.
9. The Indianapolis Regional Transportation Council (IRTC) approves the Long Range Transportation Plan (LRTP) and its periodic updates.
10. All proposed LRTP or TIP amendments must include a project description, project cost, phase, ready for letting (RFL) date (TIP only), federal, state, local and total dollar amount. Amendments, administrative amendments and administrative modifications will follow the procedures outlined in the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment.
11. A Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) developed by the MPO, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures.

Public Participation and Involvement

12. The MPO will maintain a Public Participation Plan that is adopted by the Indianapolis Regional Transportation Council (IRTC) Policy Committee. The plan will include

coordination with the INDOT participation process. This process is followed during the development of the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). The Indianapolis MPO's TIP participation process will serve to meet IndyGo's public participation requirements.

13. The MPO will comply with all appropriate federal assurances, civil rights and DBE requirements, Title VI guidance, ADA requirements, and procurement activities guidelines.

Transportation Improvement Program (TIP)

14. The MPO will complete a Transportation Improvement Program (TIP), as needed, in cooperation and coordination with the partners identified in this agreement. The MPO will submit an approved TIP to INDOT in a timely manner.
15. All federal aid funding projects within the Indianapolis MPA, regardless of funding category, will be included in the fiscally constrained TIP.
16. The MPO is responsible for developing a fiscally constrained TIP.
17. The Indianapolis Regional Transportation Council (IRTC) Policy Committee of the MPO approves the TIP followed by approval from the INDOT Commissioner on behalf of the Governor, and it is included in the Statewide Transportation Improvement Program (STIP) by reference or amendment. The STIP is approved by the Federal Highway Administration along with the new TIP and any amendments. (For TIP modification and amendments see item 19.)
18. The MPO will update the TIP a minimum of every other year and each new TIP shall cover a four year program period. Calls for projects will be made at various times depending on the funding category and the availability of funds in each category. Projects will be selected based on the current selection process for each funding category in force at the time of the call. The development of a new TIP will follow the current MPO Public Participation Process in force at the time of the TIP's development. The MPO will process TIP amendments following Indianapolis Regional Transportation Council (IRTC) Policy Committee approval in accordance with the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment.
19. All TIP amendment requests from project sponsors will be made in the MPO's MiTIP on-line system. No hard copy or email requests will be accepted. All TIP modifications and amendments will be processed in accordance with the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment, as well as the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
20. The MPO will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.

21. The Congestion Management Process (CMP) will be used in identifying and selecting projects during LRTP and TIP updates, including those projects located on the State's highway network.

Travel Demand Forecasting

22. The MPO is responsible for developing and maintaining a travel demand forecasting model for the Indianapolis MPO's Metropolitan Planning Area (MPA).

Unified Planning Work Program (UPWP)

23. A Unified Planning Work Program (UPWP) will be prepared by the MPO in cooperation and consultation with INDOT, FHWA, FTA and the transit operator.
24. The MPO will include the planning emphasis areas (PEAs) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas should be received in a timely manner so they can receive proper consideration.
25. Where needed a Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) and developed by the MPO working with state and local project sponsors. This ensures plans, programs and projects maintain proper air quality conformity for a region.
26. The MPO will develop a financial plan that demonstrates the consistency of the TIP and LRTP with available and projected sources of revenue.
27. The MPO will complete its UPWP draft by October of each year. However, the MPO's ability to meet this timeline is affected by INDOT providing timely PL Distribution numbers. Should PL funding information be delayed, the MPO may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT Central Office Asset Management Planning and Management Division will take the lead in this effort in cooperation with the MPO Council and the INDOT Central Office Project Finance Division and the INDOT Transit Office.
28. The MPO will submit to INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division, a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.

Management Systems

29. The development and implementation of a congestion management process (CMP), where needed, for the Indianapolis MPO's Metropolitan Planning Area will be the responsibility of the MPO in cooperation with INDOT, FTA and FHWA. Technical Planning Section, within the Asset Planning & Management Division will be the INDOT Leads.

30. The MPO will work cooperatively with the Technical Planning Section, within the Asset Planning & Management Division, as the lead and other relevant INDOT Divisions and other public agencies in the development of the other specified management systems as appropriate.
31. The MPO will maintain a Congestion Management Process in cooperation with the Technical Planning Section, within the Asset Planning & Management Division. The Congestion Management Process shall be coordinated with the development of the Long Range Transportation Plan (LRTP).
32. The MPO will comply with all appropriate federal assurances, civil rights and DBE requirements, Title VI submittals, ADA, and procurement activities guidelines. The MPO will complete a Title VI analysis for the urbanized area. INDOT's Office of Economic Opportunity and Pre-qualification within Central Office will be the INDOT contact for these efforts.

Transit Planning

33. The MPO will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
34. The MPO will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".

RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION (INDOT):

1. INDOT Technical Planning Section, within the Asset Planning & Management Division will provide staff liaisons to coordinate with the MPO's. Said staff will regularly attend the MPO Council meetings, which are held in Indianapolis. INDOT Technical Planning Section Staff will participate in Indianapolis Regional Transportation Plan (IRTC) Technical or Policy Committee meetings. The District Capital Program Manager will attend the IRTC Technical Committee meetings and have voting representation for INDOT. The District Deputy Commissioners will attend the Policy Committee meetings and have voting representation for INDOT.

Transportation Plan and TIP

2. The Statewide Transportation Plan shall be developed in cooperation with the MPO's Long Range Transportation Plan (LRTP).
3. The INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the MPO for the Metropolitan Planning Area (MPA) of the MPO. These identified needs will be consistent with the INDOT Asset Planning and Management Process. This is necessary in order to

develop data the MPO needs to develop a Long Range Transportation Plan (LRTP) that is consistent with available funding sources and project costs.

4. The INDOT Central Office Project Finance Division will provide the MPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the MPO's LRTP and TIP. Should funding information be delayed for any reason, the MPO may then flat-line funding based on past information. Should estimates provided by the State, or lack thereof, result in the MPO's inability to obligate all funds in any given fiscal year, the MPO funds will continue to be made available to the MPO by INDOT.
5. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program in cooperation with the MPO's transportation planning process and incorporate the MPO approved TIP by reference or amendment in its entirety.
6. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Technical Planning Section, within the Asset Planning & Management Division and District staff, for the area that includes the MPO, will provide timely lists of INDOT projects sorted specifically to include only projects within the Indianapolis MPA. Project information will include DES #, project description, total project cost, state and federal share, federal funding program or source, and letting date or fiscal year. All projects for inclusion into the Indianapolis TIP shall be submitted through MITIP online system.
7. INDOT Central Office LPA and Grant Administration Division will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of the Indianapolis MPO's TIP in a timely manner. This will be done in cooperation with the Technical Planning Section, within the Asset Planning & Management Division.
8. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division working with the LPA and Grant Administration Division will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. The list of projects will be sorted specifically to include only projects within the Indianapolis MPA. Project information will include DES #, county, sponsor, district, route, project description, work type, phase, fund type, federal obligation amount, advanced construction amount, if any total obligation and obligation date. This will allow the MPO to develop an Annual List of Obligated Projects (ALOP).
9. INDOT will provide Central and District Office coordination for the MPO on all matters including the LRTP and TIP. The Technical Planning Section, within the Asset Planning & Management Division, will be the lead in cooperation with the LPA and Grant

Administration Division and the appropriate District Office(s) for the area containing the MPO.

10. INDOT Central and District Offices will collect and share transportation system information with the MPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Technical Planning Section, within the Asset Planning & Management Division, will be the lead in this effort.

UPWP Coordination Activities

11. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will assign a planning liaison to participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the MPO, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
12. INDOT Technical Planning Section, within the Asset Planning & Management Division, will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and the MPO Council. INDOT will provide these figures in a timely manner each year to allow for development of the UPWP.
13. The MPO will prepare a UPWP for the fiscal year that will take effect beginning on January 1.
14. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review and provide approval of the UPWP in a timely manner, and begin development of the required contracts and purchase orders. INDOT will strive for a timely notice-to-proceed, a signed contract and a purchase order.
15. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division, will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases.

RESPONSIBILITIES OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (IndyGo)

1. IndyGo will provide data, including financial planning information, upon request and participate in the development of the Long Range Transportation Plan update.
2. IndyGo will provide copies of its Transportation Development Plan, as updated.
3. IndyGo will provide a staff liaison to assist with transit planning efforts. IndyGo will participate on the Indianapolis Regional Transportation Council (IRTC) Policy and Technical Committee.

4. IndyGo will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
5. IndyGo will provide a Financial Capacity Analysis showing a 5-year Financial Plan as part of the TIP development process. This will be reviewed by the INDOT Transit Office within the Multimodal Division.
6. IndyGo will provide a 4-year capital project and operating plan (program of projects) for inclusion in the TIP to the MPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by the INDOT Transit Office within the Multimodal Division.
7. IndyGo will provide amendment requests to the MPO in a timely manner prior to the next scheduled meeting of the Indianapolis Regional Transportation Council (IRTC) Technical Committee. All amendment requests will be in MITIP online system.
8. IndyGo will provide a copy (PDF file preferred) to the MPO of each final grant request to the Federal Transit Administration (FTA) and provide a copy of each grant award acceptance.
9. IndyGo will provide on an annual basis, no later than 90 calendar days following the end of the program year, a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
10. IndyGo will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Indianapolis MPO's Urbanized Area.
11. IndyGo, as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
12. IndyGo agrees that it will be in compliance with all required federal objectives,

In witness thereof, the undersigned executive staff members of the MPO, IndyGo, and INDOT have executed this Memorandum of Agreement on the dates indicated.

SIGNATURE PAGE

Indianapolis Public Transportation Corporation (IndyGo)



President and CEO

Date 7-2-14

Indiana Department of Transportation



Chief of Staff

Date 7/8/14

Indianapolis Department of Metropolitan Development



Director

Date 7/1/14

Attachment: Resignation Letter



INDIANA DEPARTMENT OF TRANSPORTATION
Driving Indiana's Economic Growth

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5650

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

August 4, 2010

The Honorable Gregory A. Ballard
Mayor, City of Indianapolis
2501 City-County Building
200 East Washington Street
Indianapolis, Indiana 46204

SUBJECT: Re-designation of the Indianapolis Metropolitan Planning Organization

Dear Mayor Ballard:

I understand that over the last several months the Indianapolis Regional Transportation Council (IRTC) has completed a thorough review of their operations, resulting in the adoption of new by-laws on October 28, 2009. As a result of these new by-laws, I understand the IRTC, acting through you as Chairman of the IRTC Policy Committee, requests a re-designation of the Indianapolis Metropolitan Planning Organization (IMPO).

Per your letter of February 24, 2010, the City of Indianapolis Department of Metropolitan Development would become the official Metropolitan Planning Organization for the Indianapolis region of Central Indiana; replacing the Indianapolis Metropolitan Development Commission as the designated MPO. Further, I understand from your letter that the IRTC Policy Committee, composed of elected and appointed officials from 40 towns and cities within the Indianapolis region of Central Indiana, will approve all transportation-related activities of the IMPO.

Your February 24, 2010 letter also notes that the IRTC Policy Committee approved the revised Metropolitan Planning Area (MPA) for the Indianapolis region of Central Indiana on February 17, 2010. To develop this new MPA, I understand consultation and approval action was also needed from the Madison County Council of Governments (MCCOG, the Anderson MPO) and the Columbus Area Metropolitan Planning Organization (CAMPO, the Columbus MPO). Resolution # 04-10 of the Madison County Council of Governments approving a new MPA for their MPO was adopted on February 4, 2010 and Resolution # 2010-1 of the Columbus Area Metropolitan Planning Organization approving a new MPA for their MPO was adopted on April 28, 2010.

On behalf of Governor Mitchell E. Daniels, Jr. and in accordance with the request stated in your February 24, 2010 letter, I hereby approve the re-designation of the Indianapolis Metropolitan Planning Organization (IMPO) to be the Indianapolis Department of Metropolitan Development, replacing the Indianapolis Metropolitan Development Commission, as the MPO for the Indianapolis Region of Central Indiana.

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Room N655
Indianapolis, Indiana 46204

PHONE: (317) 232-5850

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

Further, in response to your February 24, 2010 letter and as a result of the approval actions of the IRTC Policy Committee, the MCCOG Policy Committee and the CAMPO Policy Committee, INDOT approves on behalf of Governor Mitchell E. Daniels, Jr. the revisions to the Metropolitan Planning Area (MPA) for the Indianapolis MPO.

Sincerely,

Michael B. Cline
Commissioner

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APPENDIX 4 – CAMPO-IMPO-MCCOG DRAFT PLANNING AGREEMENT

**Planning Services/Activities Agreement Between
The Columbus Area Metropolitan Planning Organization
And
The Indianapolis Department of Metropolitan Development
And
The Madison County Council of Governments**

In accordance with the spirit of mutually beneficial efforts that support the federal “3C” planning process and a planning effort that transcends sub-regional boundaries, this agreement will replace the March 2006 Agreement to ensure coordination between the three central Indiana Metropolitan Planning Organizations (MPOs). The Columbus Area Metropolitan Planning Organization (CAMPO), the Indianapolis Department of Metropolitan Development (IMPO), and the Madison County Council of Governments (MCCOG) have agreed that their planning activities be coordinated and carried out cooperatively so that greater regional metropolitan area planning products reflect consistency with best practices and with broader central Indiana goals for air quality and transportation. Areas of coordination, cooperation and consultation between the Columbus Area Metropolitan Planning Organization, the Indianapolis Department of Metropolitan Development, and the Madison County Council of Governments are enumerated below:

General

1. Cooperate in efforts toward achieving general consistency of plans and air quality issues as they relate to projects that have greater central Indiana regional impacts.
2. Cooperate in public participation efforts on plans and on projects of greater central Indiana regional significance.
3. Each MPO will participate, as ex-officio members, in the transportation planning process of the other through technical committee memberships, and involvement in regional corridor, subarea, major investment studies, management system development and other studies and plans of central Indiana regional significance.
4. The MPOs agree to meet at least semi-annually to coordinate and update each agency as to planning efforts and practices, planning products, and potential areas of cooperation to promote efforts that benefit the greater regional community and each MPO.

Planning Areas & Funding

1. Urbanized Area boundaries (UZA) are normally defined by the decennial Census. Where boundaries overlap or extend into a previously defined boundary from the prior Census of each MPO this agreement shall determine how conflicts or overlaps are handled in terms of responsibilities and funding.
2. All boundaries for urbanized areas were redrawn by the 2010 Census. The UZA for the Anderson Urbanized Area was changed by the 2010 Census resulting in areas long served by the MCCOG being assigned to the IMPO. An agreement was reached between the MCCOG and the IMPO as to the realignment of those boundaries that reassigned those areas to the MCCOG. This agreement was officially approved by the Indiana Department of Transportation (INDOT) and the Federal Highway Administration (FHWA) in 2013 by approval of the updated Urbanized Areas for each of the respective MPOs.

3. The UZA for the Columbus Urbanized Area was not changed by the 2010 Census in terms of area formally under their planning jurisdiction. However, the formal approval of the Urbanized Area for the CAMPO and the IMPO moved the Johnson County area within the CAMPO jurisdiction to the IMPO. The UZAs for each respective MPO were officially approved by the INDOT and the FHWA in 2013 by approval of the updated Urbanized Areas for each MPO. This area change was done for air quality planning purposes with regard to PM 2.5 for Johnson County. It is possible that future regulation for ozone or Greenhouse Gases (GHG) will require the same planning analysis.
4. Funding for each of the three MPOs will be in accordance with the Federal Funds Sharing Agreements and PL Distribution Agreement formulas mutually agreed to by the Indiana MPO Council, the INDOT, and the FHWA except as follows:
 - a. The MCCOG will receive the PL and Sharing Agreement funds for the agreed to UZA that was approved in 2013 and not the 2010 Census designated area. Any projects undertaken in this area will be the responsibility of the MCCOG to fund unless otherwise agreed to by a mutually acceptable additional agreement. In the case of this agreement, the MCCOG will receive the funds for this area since the passage of the current transportation bill- MAP-21, or any future transportation bills until this agreement is mutually amended or updated.
 - b. The CAMPO will receive the PL and Sharing Agreement UZA funds for the Johnson County area of the 2010 Census designated area and not the approved UZA boundary. This is agreed to as part of an effort within Indiana to insure all MPOs have sufficient available funding between the CAMPO and the IMPO per this agreement. Any projects undertaken in this area will be the responsibility of the CAMPO to fund unless otherwise agreed to by a mutual consent additional agreement.

Unified Planning Work Program

1. Consult in the development of Unified Planning Work Programs (UPWP) and mutually agree to work collectively on planning projects where possible.
2. Share UPWP products.

Modeling

1. Exchange modeling information, data, and models at appropriate levels of geography, attempting where possible to relate the data to the MPO's existing, respective Traffic Analysis Zone systems, etc.
2. Share socio-economic, Census, forecast and survey data results.
3. Share trip tables and travel demand model assumptions.
4. Consult in the development of enhanced travel demand models.
5. Share model validation data, including MPA line traffic count data and traffic count data at the external boundaries of the other agencies' models.

Transportation Plan

1. Consult in defining future scenarios, striving for general compatibility including overall strategies and major project assumptions.

2. Develop alternative networks that include appropriate central Indiana strategic connectors.
3. Consider that the three agencies will not necessarily be at the same stage of plan development at the same time, and coordination will be tempered by the schedule of each agency's planning process.
4. The three agencies will strive to coordinate their plan amendment and update cycles concurrently. This is to produce consistency and the best planning products for the greater region.

Other Related Planning Efforts

1. Consult in defining future scenarios, striving for general compatibility including overall strategies and major project assumptions for bike and pedestrian, transit, and land use planning efforts, especially where greater regional or connectivity issues are beneficial to the overall planning program.
2. Develop alternative networks that include appropriate central Indiana strategic connectors and statewide connectors.
3. Work together to develop regional land use and environmental strategies that promote economic development, smart growth, and an improved quality of life for the greater regional area whenever possible.

Transportation Improvement Program

1. Consult in the development of TIPs, concerning central Indiana regional issues.
2. Share information regarding proposed construction schedules of projects and their impacts across the MPA boundary lines within the central Indiana ten county area.
3. Consult and coordinate approvals for TIP amendments as needed, specifically, those involving air quality issues, expansion projects, and projects of regional significance. A uniform process for handling this shall be continued or updated and agreed to by all parties.

Air Quality State Implementation Plan Conformity

The nine county Central Indiana area is currently designated by the federal government as an attainment area for ozone and a nonattainment area for PM 2.5 for five of those counties, one of the PM 2.5 counties being Johnson County. The greater regional area contains the three MPOs to this agreement and includes each of their Metropolitan Planning Areas (MPA). As more than one MPO has authority within a nonattainment area, an agreement is called for by the federal Metropolitan Planning Rules, specifically 23 CFR 450.310(g). Such an agreement was entered into in February of 2005 between the three MPOs and the transportation and the environmental agencies in the state of Indiana. This agreement will continue to adhere to the February 2005 regardless of attainment status as part of an effort to promote best planning practices, cooperation, coordination, and comprehensive planning. This shall be adhered to unless agreed to in a future agreement or mutually written consent.

The MCCOG planning area currently has no attainment issues; however, it is agreed that cooperation and the sections of this agreement noted below will be adhered to by each MPO as part of planning efforts to improve the air quality for the greater regional area and to cooperatively work to improve the health and the quality of life in the greater regional area. While the MCCOG planning area is in attainment, it is impacted by the IMPO region and each of the three MPOs has a shared interest in promoting overall improved air quality.

1. Develop a common set of characteristics for design concept and design scope for identified projects with regional significance in central Indiana that should be included in the regional emissions analysis.
2. Consult on a common set of assumptions used in the mobile emissions model in each area or the central Indiana area.
3. Continue active participation in the central Indiana Air Quality Advisory Group meetings by the IMPO and the MCCOG. The CAMPO will continue to be advised of activities and be invited to participate in the planning activities.
4. Consider sub-area budgets for air quality within the nine county region where appropriate.

As federal or local conditions change, the planning activities may be modified and updated by mutual agreement of the MPOs in writing. Notification of any revised agreement will be made to the transportation and the environmental agencies in the state of Indiana. This agreement will be updated at a minimum at least every ten years.

Approval and Acceptance by:

Columbus Area Metropolitan Planning Organization

Date

Indianapolis Department of Metropolitan Development

Date

Madison County Council of Governments

Date

APPENDIX 5 – DRAFT IMPO BYLAWS

IRTC Admin Committee
July 25, 2014

**Indianapolis Metropolitan Planning
Organization
&
Indianapolis Regional Transportation
Council
Bylaws**

Updated 2014

Approved XXXX

Effective XXXX

<u>Legend</u>
Highlighted Colors
Gray – Minor changes May 2, 2014
Yellow – Major changes May 2, 2014
Blue – Changes June 6, 2014
Green – Changes after June 6, 2014

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Preamble

Federal legislation requires the establishment of a Metropolitan Planning Organization (MPO) in urban areas where the population exceeds 50,000 people for the purpose of conducting a cooperative, comprehensive and continuing transportation planning process.

Article I. Structure

Section 1.01 Official Designation

- (a) The City of Indianapolis Department of Metropolitan Development (DMD) is the designated MPO for the Indianapolis Metropolitan Planning Area. The Indianapolis Metropolitan Planning Organization is a division within the DMD.

Section 1.02 Indianapolis Regional Transportation Council (IRTC)

- (a) The Indianapolis Regional Transportation Council (IRTC) is comprised of elected and appointed representatives of the local public agencies, public transit providers, and other planning partners within the Indianapolis Metropolitan Planning Area.
- (b) The IRTC includes a Policy Committee, a Technical Committee and an Administrative Committee.
- (c) The IRTC Policy Committee is the body that reviews and approves all transportation-related activities of the MPO. These include the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), and the Long Range Transportation Plan (LRTP).

Section 1.03 Metropolitan Planning Organization Staff

- (a) MPO staff is responsible for carrying out the federal transportation planning process in conjunction with its partners. The City of Indianapolis is the hosting body for the MPO staff. As such, MPO staff is City of Indianapolis employees.

Article II. Urbanized Area Boundary and Metropolitan Planning Area

- (a) Per the 2010 Decennial Census, the Indianapolis Urbanized Area and Metropolitan Planning Area (MPA) includes all of Marion County and portions of Boone, Hamilton, Hancock, Hendricks, Johnson, Morgan and Shelby counties as shown in Appendix A.

Article III. IRTC Participation and Membership

Section 3.01 Participation of Local Public Agencies

- (a) All local public agencies (LPAs) within the MPA are invited to participate in the MPO planning process. See Section 3.05 for more details on joining the MPO.

- (b) The list of LPAs within the MPA is shown in Appendix B.

Section 3.02 Membership and Local Match

- (a) Those LPAs that choose to participate become member agencies.
- (b) Membership provides each participating LPA access to federal transportation dollars, any licensed data products, MPO planning support, and any surplus planning funds that may become available to the MPO.
- (c) Each LPA shall pay their share of the federal planning funds local match as membership to the IRTC. The combined local match share provides the match to federal planning funds received from the Federal Highway Administration and Federal Transit Administration, via the Indiana Department of Transportation. Each member LPA must commit to the provision of the local match for the duration of their membership in the MPO.
- (d) Local match is determined annually by the MPO. The MPO determines a LPA's share of the local match by calculating the LPA's share of the regional population and multiplying it by the local match required for that year's federal planning authorizations.
- (e) At the ~~IRTC Policy Committee~~ meeting, MPO staff will provide an account of local match dues.
- (f) The local match amount is due by the first quarter IRTC Policy Committee meeting.
- (g) A list of participating members can be found on the MPO website.
- (h) If an LPA does not pay their local match by the specified date or ceases to pay while receiving federal funds for a project, the federal portion of the project will be cancelled, the project will be removed from the Transportation Improvement Program (TIP) for the Indianapolis region, and the LPA will be required to complete the project with local funding. The LPA will also surrender voting privileges on all IRTC Committees and all other benefits outlined in Section 3.02 (b).

Section 3.03 Eligible Voting Members

- (a) Those LPAs that pay their share of local match are considered eligible voting members. For details on local match, see Section 3.02 Local Match.
- (b) The following partner agencies are represented as voting members of the IRTC Policy and Technical Committees:
 - Indianapolis Public Transportation Corporation (dba IndyGo)
 - Central Indiana Regional Transportation Authority (CIRTA)
 - Indianapolis Airport Authority (IAA)
 - Indiana Department of Transportation (INDOT)
 - Ports of Indiana

Section 3.04 Non-Voting Members

(a) Non-voting members, also known as advisory members, serve an important role on their respective committees. The following agencies are considered non-voting members for both the IRTC Policy and Technical Committees:

- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- Environmental Protection Agency (EPA)
- Indiana Department of Environmental Management (IDEM)
- Indianapolis Metropolitan Development Commission (MDC)
- Local Public Agencies that choose not to pay

(b) Non-voting members also include representatives from the adjacent metropolitan planning organizations to coordinate regional planning processes. These members will serve on the Technical Committee only. This includes the Columbus Area Metropolitan Planning Organization (CAMPO) and the Madison County Council of Government (MCCOG).

Section 3.05 Joining the MPO

- (a) An LPA within the MPA may join the MPO at any point in time. As a requirement of their membership, the LPA is required to back pay their local dues from the most recent federal authorization bill or an amount equal to three years of local match for that LPA, whichever is greater.
- (b) Following approved changes to the urbanized area and/or Metropolitan Planning Area (MPA), LPAs previously not in the MPA are invited to join the MPO. The LPA is given two (2) years from the initial invitation to join the MPO.

Section 3.06 Leaving the MPO

- (a) An LPA may decide to opt out of their membership with the MPO, unless they are receiving federal money from the MPO. The MPO requires that the highest legislative body of the LPA and the official representative provide written notification to the MPO no later than May 1.
- (b) For the purpose of creating a balanced budget and fairness to other LPAs, the departing LPA is required to continue paying local match for two years after its written membership termination. For example: LPA A decides it no longer wishes to participate in the MPO. On Year 1, it turns in its written membership termination letter. The LPA is still required to pay local match for Years 1 and 2.

Article IV. General Provisions

Section 4.01 Meetings and Agenda

- (a) Four meetings of the IRTC Policy and Technical Committees will be held annually, in the months of February, May, August, and October (or as deemed appropriate for the efficient conduct of business). In addition, an annual Joint Policy and Technical Committee may be offered in June. The Chair may cancel regular meetings should there be insufficient business on the Committee's tentative agenda (which is prepared by the MPO staff in conjunction with the Chair).
- (b) Meetings of the Administrative Committee are held quarterly unless deemed necessary by the Chair.
- (c) Special meetings may be called by the Chair, the Executive Director, or at the request of the majority of the present eligible voting members. Whenever possible, at least seven (7) calendar days' notice shall be given.
- (d) Meeting agendas will be distributed at least one week prior to the IRTC meetings. Items on the agenda originate from the MPO staff and pertain to pertinent items of business that the MPO must complete. Items may also be placed on the agenda at the request of the Chair.
- (e) The MPO and the IRTC shall conduct their business in compliance with the State of Indiana's Open Meetings Law and the MPO's Public Participation Plan.

Section 4.02 Proxies and Voting Eligibility

- (a) Proxy
 - (i) Official representatives may appoint one proxy who may serve in the official member's absence. The name of the official proxy must be submitted in writing to the MPO by February 1 year or earlier as stipulated change. This proxy must be an elected official or paid employee from the same organization, agency, institution, or LPA.
 - (ii) In instances where neither the official representative nor the official proxy can attend, another individual may be selected as a proxy. This proxy must be a paid employee from the same organization, agency, institution, or LPA. The LPA must notify the MPO prior to the meeting when such an event arises.
- (b) All eligible voting members (or their qualified proxies) are permitted to vote. Non-voting members and unauthorized proxies are not permitted to vote.

Section 4.03 Voting Procedures and Official Approval

- (a) Any member may call for a vote on any agenda item, if it is seconded.
- (b) Each eligible voting member is entitled to one (1) vote.

- (c) A member may withdraw from voting on an issue by abstaining. Their vote does not count in the tally for the issue, nor does that representative count as a present voting member.
- (d) Actions of all Committees are approved by a majority vote of present eligible voting members, as long as a quorum is present.

Section 4.04 Attendance and Failing to Attend

- (a) Attendance
 - (i) Attending each meeting is imperative to understanding MPO business and facilitating discussion on planning decisions.
- (b) Three Strikes
 - (i) If the official representative (or a proxy) has not attended three (3) consecutive meetings of their assigned committee, the MPO will send a letter to the LPA/partner agency. This letter will outline the missed meetings, importance of attendance, and ramifications for the LPA. Upon this written notice, the MPO may suspend all planning and programming activities with the LPA. The LPA then shall either appoint a new representative or explain the absences.

Section 4.05 Officers (Chair and Vice-Chair)

- (a) The Chair of the Policy Committee is the Chair of the Administrative Committee. In the absence of the Chair, the Vice Chair will serve as the Chair.
- (b) In the event the Chair cannot attend the meeting, the Vice-Chair will have the choice of either performing the Chair's duties him/herself, or, choosing the Chair's proxy to perform those duties.
- (c) The Chair is tasked with maintaining order, upholding the bylaws, and facilitating discussion of the Administrative Committee.

Section 4.06 Elections for Administrative Committee and Officers

- (a) Administrative Committee
 - Prior to the first quarterly meeting of the IRTC Policy Committee, the MPO Executive Director will ask for nominations for the Administrative Committee as outlined below, except for the At-Large Members.
 - (i) The Administrative Committee is a nine (9) member committee, comprised of one representative from the following:
 - A) Largest City
 - B) Excluded City
 - C) County
 - D) Town

j. City
j. Transit
j. Up to 3 At Large Members

- (iii) Nominees must have served as an MPO eligible voting member for one year immediately prior.
 - (iv) Nominees will be given an opportunity to speak, if so desired. Those nominees shall be voted upon immediately.
 - (v) Administrative Committee members, except for the At-Large Members, are elected by the majority vote of present Policy Committee members. In the event of a tie vote, the MPO Executive Director shall cast the deciding vote.
 - (vi) Following the first vote, any unelected nominees or any IRTC Policy Committee representative not holding a position, may run for one of the up to three (3) At Large seats. Another election is held for up to 3 At-Large positions. The three representatives with the most votes are elected to the At-Large positions. In the event of a tie vote, the MPO Executive Director shall cast the deciding vote.
 - (vii) After the vote for the At-Large positions, a third election is held for IRTC Policy Committee Chair and Vice Chair (Officers).
 - a) Only recently elected Administrative Committee members may be nominees for an officer position.
 - b) Nominees will be given an opportunity to speak, if so desired.
 - c) Those nominees shall be voted upon immediately.
 - d) Officers are elected by the majority vote of present Policy Committee members. In the event that no one officer receives a majority of the votes, the representative with the highest number of votes is the elected officer. The next highest vote getter is the Vice Chair.
 - e) In the event of a tie vote, regardless of the number of nominees, the MPO Executive Director shall cast the deciding vote.
- b) Officers - Chair and Vice Chair
- (i) The term of office for officers shall be one year. Officers may serve unlimited terms.
 - (ii) Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties for the remainder of the appointed term. This election should occur at the next Policy Committee meeting after the Chair/Vice-Chair resigns.
 - (iii) Officers serve on both the IRTC Policy Committee and the IRTC Administrative Committee. Their responsibilities can be found in the sections for each.

Section 4.07 Planning Agreements

- (a) The Indianapolis MPO agrees to conform to the policies agreed upon in the Memorandum of Agreement (MOA) by and between the Indianapolis MPO, the Indiana Department of Transportation (INDOT), and the Indianapolis Public Transportation Corporation (dba IndyGo). This document is attached for reference as Appendix C.
- (b) The Indianapolis MPO agrees to conform to the policies agreed-upon in the Planning Activities Agreement with the Madison County Council of Governments (MCCOG) and the Columbus Area Metropolitan Planning Organization (CAMPO). This document is attached for reference as Appendix D.

Section 4.08 Bylaw Amendments

- (a) Each eligible voting member must receive written notice of the proposed amendment at least seven (7) days prior to the meeting at which the amendment is to be considered.
- (b) Amendments to these Bylaws of the MPO/IRTC shall require the affirmative vote of at least one-half of all Policy Committee eligible voting members, provided there is a quorum.

Article V. IRTC Policy Committee

Section 5.01 Purpose

- (a) The Indianapolis Regional Transportation Council's (IRTC) Policy Committee addresses and approves the transportation-related plans and programs of the MPO. These include the Unified Planning Work Program (UPWP), the Indianapolis Regional Transportation Improvement Program (TIP), and the Long Range Transportation Plan (LRTP).

Section 5.02 Powers

- (a) Approve required planning documents, particularly the Long Range Transportation Plan, Transportation Improvement Program, and Unified Planning Work Program.
- (b) Establish special committees or task forces as appropriate.
- (c) Oversees expenditures of federal surface transportation dollars, as outlined in federal and state laws.
- (d) All powers outlined in any appendix material to these bylaws.

Section 5.03 Representatives

- (a) Official Policy Committee representatives from the local public agency must be the highest elected official. ~~Planning partners will have their representative as outlined in the official representative list. The official representative list is posted on the MPO website.~~

Section 5.04 Officers

- (a) Officers include a Chair and a Vice Chair for the Policy Committee. ~~The Chair and Vice Chair also serve as Chair and Vice Chair of the Administrative Committee.~~
- (b) The Chair is charged with maintaining meeting order, upholding the bylaws, and facilitating discussion where necessary. The Chair shall work with the MPO staff to set the order of business for each meeting.
- (c) ~~In the event the Chair cannot attend the meeting, the Vice-Chair will have the choice of either performing the Chair's duties him/herself, or, choosing the Chair's proxy to perform those duties.~~
- (d) The officers are elected as described in Section 4.06 Elections for Administrative Committee and Officers.
- (e) The term of office for officers shall be one year. Officers may serve unlimited terms.
- (f) In the event that the Chair is unable to carry out his/her duties for the remainder of the term, the Vice Chair shall carryout the functions of the Chair.
- (g) Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties for the remainder of the appointed term. ~~This election should occur at the next Policy Committee meeting after the Chair/Vice-Chair resigns.~~

Section 5.05 Quorum

- (a) The quorum for the Policy Committees is 15 eligible voting members. No action on an agenda item may be taken unless a quorum is present.

Article VI. IRTC Technical Committee

Section 6.01 Purpose

- (a) As technical experts, the Technical Committee is intended to provide advisory recommendations to the Policy Committee, particularly on items that are more technical in nature.

Section 6.02 Powers

- (a) Recommendations for approval of planning documents to the Policy Committee.
- (b) Establish special committees or task forces as appropriate.
- (c) Offers technical guidance regarding the allocation of federal surface transportation dollars.
- (d) ~~All powers outlined in any appendix material to these bylaws.~~

Section 6.03 Representatives

- (a) Each LPA's Official Representative (see Section 5.03) shall appoint an official representative and proxy to serve on the Technical Committee. Representatives and proxies must be a staff member that should have technical expertise. This appointment should be expressed in written communication by February 1st of each year or earlier in consultation with the Chair. The communication should note the representative and proxy of the Technical Committee, including their contact information.

Section 6.04 Officers

- (a) The Chair for the Technical Committee is the MPO Executive Director. This role is charged with maintaining meeting order, upholding the bylaws, and facilitating discussion where appropriate.

Section 6.05 Quorum

- (a) The quorum for the Technical Committee is 15 eligible voting members. No action on an agenda item may be taken unless a quorum is present.

Article VII. IRTC Administrative Committee

Section 7.01 Purpose

- (a) The Administrative Committee serves as an ad hoc committee to the Policy Committee. The Administrative Committee is intended review policies and procedures prior to their introduction to the IRTC Policy and Technical Committees. They also provide guidance to MPO staff on certain operational items that may be time-sensitive and require meeting sooner than quarterly.

Section 7.02 Powers

- (a) Review and advise on personnel, hiring and training needs and issues of the MPO staff.
- (b) Review and advise on budget needs and issues.
- (c) Review and advise on issues pertaining to the organizational structure of the MPO and the IRTC.
- (d) Establish special committees or task forces as appropriate.
- (e) The Administrative Committee has the authority to approve situations and issues pertaining to the responsibilities in Section 7.02 without future endorsement from the Policy Committee, unless the Chair determines that additional review and consultation is required by the full Policy Committee.
- (f) Approve emergency Indianapolis Regional Transportation Improvement Program (IRTIP) amendments brought before the Indianapolis Regional Transportation Council.

- (i) Emergency IRTIP amendments will be provided to members of the Technical Committee and Policy Committee and final action will be taken by the Administrative Committee at their next regularly scheduled meeting, or at a special meeting called by the Chair.

(ii) The 7-day public notice per the MPO's Public Participation Plan is required.

(iii) Members of the Policy Committee and Technical Committee, as well as the public are invited to attend the emergency amendment meeting and/or may submit comments by e-mail, regular mail, or in person.

(iv) Only the Administrative Committee members or their proxies may vote at this special meeting.

(g) All powers outlined in any appendix material to these bylaws.

Section 7.03 Representatives

(a) Representatives include the Chair, Vice Chair, and the elected Administrative Committee members as indicated in Section 4.06.

(b) In the absence of the elected representative, his/her proxy may serve in the representative's place.

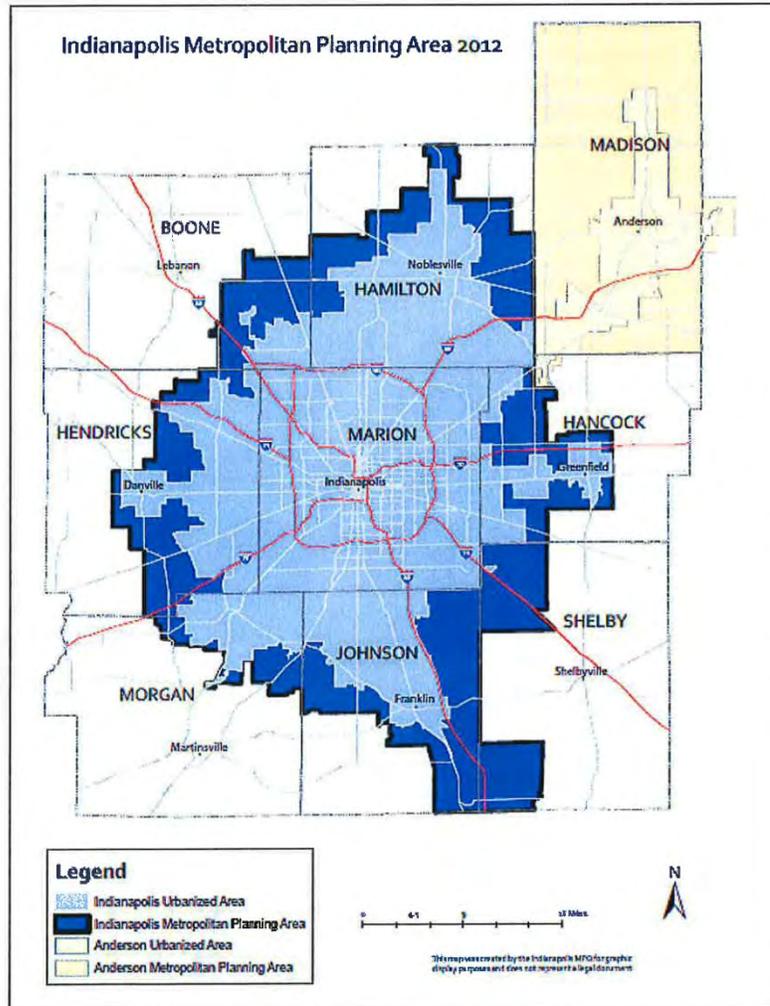
Section 7.04 Officers

- (a) The Chair is tasked with maintaining order, upholding the bylaws, and facilitating discussion of the Administrative Committee.
- (b) In the event the Chair cannot attend the meeting, the Vice-Chair will have the choice of either performing the Chair's duties him/herself; or, choosing the Chair's proxy to perform those duties.

Section 7.05 Quorum

(a) The quorum for the Administrative Committee is at least 50% of the entire Administrative Committee. No action can occur unless a quorum is present.

Appendix A: Map of Indianapolis MPA



Appendix B: List of Jurisdictions within the MPA

- | | |
|---------------------------|---|
| 1. Town of Arcadia | |
| 2. Town of Atlanta | |
| 3. Town of Avon | |
| 4. Town of Bargersville | |
| 5. City of Beech Grove | |
| 6. Town of Bethany | |
| 7. Boone County | |
| 8. Town of Brooklyn | |
| 9. Town of Brownsburg | |
| 10. City of Carmel | |
| 11. Town of Cicero | |
| 12. Town of Cumberland | |
| 13. Town of Danville | |
| 14. Town of Edinburgh | |
| 15. Town of Fishers | |
| 16. City of Franklin | |
| 17. City of Greenwood | |
| 18. Hamilton County | |
| 19. Hancock County | |
| 20. Hendricks County | |
| 21. City of Indianapolis | |
| 22. Johnson County | |
| 23. City of Lawrence | |
| 24. Town of McCordsville | |
| 25. Town of Mooresville | |
| 26. Morgan County | |
| 27. Town of New Palestine | |
| 28. Town of New Whiteland | |
| 29. City of Noblesville | |
| 30. Town of Pittsboro | |
| 31. Town of Plainfield | |
| 32. Shelby County | |
| 33. City of Southport | |
| 34. Town of Speedway | |
| 35. Town of Spring Lake | |
| 36. City of Westfield | |
| 37. Town of Whiteland | |
| 38. Town of Whitestown | |
| 39. Town of Zionsville | |
| | Included Cities (Marion County, Unigov) |
| | 1. Meridian Hills |
| | 2. Williams Creek |
| | 3. North Crows Nest |
| | 4. Crows Nest |
| | 5. Rocky Ripple |
| | 6. Wynnedale |
| | 7. Homecroft |
| | 8. Clermont |
| | 9. Warren Park |
| | 10. Spring Hill |

Appendix C: Planning Agreement

Planning Agreement between MPO/INDOT/IndyGo.

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

THE INDIANAPOLIS DEPARTMENT OF METROPOLITAN DEVELOPMENT

HEREINAFTER REFERRED TO AS

THE INDIANAPOLIS METROPOLITAN PLANNING ORGANIZATION (MPO)

AND THE

THE INDIANA DEPARTMENT OF TRANSPORTATION (INDOT)

AND THE

INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (INDYGO)

This Memorandum of Agreement (MOA) is made by and between the Indianapolis MPO (herein after referred to as MPO), the Indiana Department of Transportation (herein after referred to as INDOT), and the Indianapolis Public Transportation Corporation (herein after referred to as IndyGo).

WHEREAS, Moving Ahead for Progress in the 21st Century (MAP-21) and its previous sister legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

WHEREAS, the transportation planning process for the Indianapolis MPO includes the following agencies:

- Indianapolis MPO (MPO)
- Indiana Department of Transportation (INDOT)
- Indianapolis Public Transportation Corporation (IndyGo)

NOW THEREFORE the agencies mutually agree as follows:

WHEREAS, MAP-21 requires the establishment of agreements between the State, the Metropolitan Planning Organization (MPO) and the public transportation operator(s), and

WHEREAS, the City of Indianapolis Department of Metropolitan Development is the designated MPO (see attached redesignation letter) for the Indianapolis Metropolitan Planning Area and includes its regional member Counties of Marion and portions of Boone, Johnson, Hamilton, Hancock, Hendricks, Morgan, and Shelby in Indiana, and

WHEREAS, the Indianapolis Public Transportation Corporation (IndyGo) is the designated recipient for Section 5307 in the Indianapolis Urbanized Area,

WHEREAS, the MPO has established various advisory groups, which provide input and direction, as well as assist and advise it on transportation planning and programming considerations. Membership in these technical, advisory, and citizens groups may include persons representing the communities listed below (as contained within in the approved Metropolitan Planning Area, 2014), public and private transportation providers, and others not listed in this agreement.

Town of Arcadia	Town of Fishers	Town of New Whiteland
Town of Atlanta	City of Franklin	City of Noblesville
Town of Avon	City of Greenfield	Town of Pittsboro
Town of Bargersville	City of Greenwood	Town of Plainfield
City of Beech Grove	Hamilton County	Shelby County
Town of Bethany	Hancock County	City of Southport
Boone County	Hendricks County	Town of Speedway
Town of Brooklyn	City of Indianapolis	Town of Spring Lake
Town of Brownsburg	Johnson County	City of Westfield
City of Carmel	City of Lawrence	Town of Whiteland
Town of Cicero	Town of McCordsville	Town of Whitestown
Town of Cumberland	Town of Mooresville	Town of Zionsville
Town of Danville	Morgan County	
Town of Edinburg	Town of New Palestine	

The MPO, INDOT, and IndyGo mutually agree as follows:

RESPONSIBILITIES OF THE INDIANAPOLIS MPO

Structure

1. The MPO organizational structure consists of an Administrative Committee, Technical Committee, and Policy Committee of participating members which comprise the Indianapolis Regional Transportation Council (IRTC). The IRTC also includes various advisory committees, work groups and subcommittees.

The 2014 IRTC Policy Committee includes the following voting members:

Atlanta Clerk/Treasurer	Cicero Planning Director
Avon Town Manager	Cumberland Town Manager
Bargersville Town Manager	Danville Town Manager
Beech Grove Mayor	Fishers Town Manager
Boone County Commissioner	Franklin Mayor
Brooklyn Clerk/Treasurer	Greenfield City Engineer
Brownsburg Town Manager	Greenwood Mayor
Carmel Mayor	Hamilton County Commissioner

Hancock County Commissioner
 Hendricks County Commissioner
 Indianapolis Mayor
 Johnson County Highway Director
 Lawrence Mayor
 McCordsville Town Manager
 Mooresville Town Council
 Morgan County Commissioner
 New Palestine Town Council Vice-President
 Noblesville Mayor
 Pittsboro Town Supervisor
 Plainfield Town Manager
 Shelby County Plan Commission Executive Director

Southport Mayor
 Speedway Town Manager
 Westfield Mayor
 Whiteland Town Manager
 Whitestown Utility Manager
 Zionsville Town Council Member

Partner Agency Representation

IndyGo President and CEO
 CIRT Executive Director
 Indianapolis Airport Authority, Director of Planning and Development
 INDOT District Deputy Commissioner
 Ports of Indiana Vice-President

The 2014 IRTC Technical Committee includes the following voting members:

Allianta Clerk/Treasurer
 Avon Town Director Of Public Works
 Baigerville Street Superintendent
 Beech Grove Consultant Rep.
 Boone County Area Plan Commission Director
 Brooklyn Clerk/Treasurer
 Brownsburg Planning Director
 Carmel City Engineer
 Cicero Planning Director
 Cumberland Town Planner
 Danville Town Manager
 Fishers Town Manager
 Franklin City Engineer
 Greenfield City Engineer
 Greenwood City Engineer
 Hamilton County Superintendent
 Hancock County Engineer
 Hendricks County Engineer
 Indianapolis Deputy Director of Engineering
 Johnson County Highway Engineer
 Lawrence Engineer
 McCordsville Planning and Building Director
 Mooresville Street Superintendent

Morgan County Engineer
 New Palestine Town Manager
 Noblesville City Engineer
 Pittsboro Building Commissioner
 Plainfield Town Engineer
 Shelby County Plan Commission Executive Director
 Southport Consultant Rep.
 Speedway Town Manager
 Westfield Director Of Public Works
 Whiteland Director of Planning & Zoning
 Whitestown Utility Manager
 Zionsville Town Superintendent of Streets and Stormwater

Partner Agency Representation

IndyGo Vice-President of Business Development
 CIRT Executive Director
 Indianapolis Airport Authority, Director of Planning and Development
 INDOT District Capital Program Director
 Ports of Indiana Vice-President

- The MPO has several Advisory Committees, which include members from the general public, transit consumers, bicycle groups, various technical staff, and other interested parties who sit on the IRTC Technical Committee.

3. The IRTC Policy, Technical, and Administrative Committees generally meet on a quarterly basis; with combined Policy and Technical Committees Retreat in June, and Special Meeting (if needed) in December. The other committees meet on an as needed basis.
4. The MPO will concur with the planning regulations for Self Certification to INDOT and the FHWA regarding the MPO's ability and intention to provide and fulfill the transportation planning requirement for the Metropolitan Planning Area (MPA). This will be made available as part of the Transportation Improvement Program (TIP) process.

Long Range Transportation Plan

5. The MPO will develop and maintain a Long Range Transportation Plan (LRTP) and corresponding Conformity Analysis (if required) in cooperation with INDOT, its transit providers and other agency partners at least every 4 years as required by law.
6. The MPO will utilize the MAP-21 planning factors in the development of the Long Range Transportation Plan (LRTP).
7. The MPO is responsible for developing a financially reasonable Long Range Transportation Plan (LRTP) in consultation with INDOT, its area public transit providers, the FTA and the FHWA in compliance with current federal planning regulations.
8. The MPO will include a financial plan that demonstrates the consistency of the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) with available and projected sources of revenue. INDOT will provide the MPO with reasonable estimates of available and projected funding by category on a regular basis.
9. The Indianapolis Regional Transportation Council (IRTC) approves the Long Range Transportation Plan (LRTP) and its periodic updates.
10. All proposed LRTP or TIP amendments must include a project description, project cost, phase, ready for letting (RFL) date (TIP only), federal, state, local and total dollar amount. Amendments, administrative amendments and administrative modifications will follow the procedures outlined in the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment.
11. A Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) developed by the MPO, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures.

Public Participation and Involvement

12. The MPO will maintain a Public Participation Plan that is adopted by the Indianapolis Regional Transportation Council (IRTC) Policy Committee. The plan will include

coordination with the INDOT participation process. This process is followed during the development of the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). The Indianapolis MPO's TIP participation process will serve to meet IndyGo's public participation requirements.

13. The MPO will comply with all appropriate federal assurances, civil rights and DBE requirements, Title VI guidance, ADA requirements, and procurement activities guidelines.

Transportation Improvement Program (TIP)

14. The MPO will complete a Transportation Improvement Program (TIP), as needed, in cooperation and coordination with the partners identified in this agreement. The MPO will submit an approved TIP to INDOT in a timely manner.
15. All federal aid funding projects within the Indianapolis MPA, regardless of funding category, will be included in the fiscally constrained TIP.
16. The MPO is responsible for developing a fiscally constrained TIP.
17. The Indianapolis Regional Transportation Council (IRTC) Policy Committee of the MPO approves the TIP followed by approval from the INDOT Commissioner on behalf of the Governor, and it is included in the Statewide Transportation Improvement Program (STIP) by reference or amendment. The STIP is approved by the Federal Highway Administration along with the new TIP and any amendments. (For TIP modification and amendments see item 19.)
18. The MPO will update the TIP a minimum of every other year and each new TIP shall cover a four year program period. Calls for projects will be made at various times depending on the funding category and the availability of funds in each category. Projects will be selected based on the current selection process for each funding category in force at the time of the call. The development of a new TIP will follow the current MPO Public Participation Process in force at the time of the TIP's development. The MPO will process TIP amendments following Indianapolis Regional Transportation Council (IRTC) Policy Committee approval in accordance with the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment.
19. All TIP amendment requests from project sponsors will be made in the MPO's MiTIP on-line system. No hard copy or email requests will be accepted. All TIP modifications and amendments will be processed in accordance with the MPO's Policy and Procedures Manual and Public Participation Plan in force at the time of the amendment, as well as the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
20. The MPO will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.

5

21. The Congestion Management Process (CMP) will be used in identifying and selecting projects during LRTP and TIP updates, including those projects located on the State's highway network.

Travel Demand Forecasting

22. The MPO is responsible for developing and maintaining a travel demand forecasting model for the Indianapolis MPO's Metropolitan Planning Area (MPA).

Unified Planning Work Program (UPWP)

23. A Unified Planning Work Program (UPWP) will be prepared by the MPO in cooperation and consultation with INDOT, FHWA, FTA and the transit operator.
24. The MPO will include the planning emphasis areas (PEAs) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas should be received in a timely manner so they can receive proper consideration.
25. Where needed a Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) and developed by the MPO working with state and local project sponsors. This ensures plans, programs and projects maintain proper air quality conformity for a region.
26. The MPO will develop a financial plan that demonstrates the consistency of the TIP and LRTP with available and projected sources of revenue.
27. The MPO will complete its UPWP draft by October of each year. However, the MPO's ability to meet this timeline is affected by INDOT providing timely PL Distribution numbers. Should PL funding information be delayed, the MPO may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT Central Office Asset Management Planning and Management Division will take the lead in this effort in cooperation with the MPO Council and the INDOT Central Office Project Finance Division and the INDOT Transit Office.
28. The MPO will submit to INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division, a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.

Management Systems

29. The development and implementation of a congestion management process (CMP), where needed, for the Indianapolis MPO's Metropolitan Planning Area will be the responsibility of the MPO in cooperation with INDOT, FTA and FHWA. Technical Planning Section, within the Asset Planning & Management Division will be the INDOT Leads.

30. The MPO will work cooperatively with the Technical Planning Section, within the Asset Planning & Management Division, as the lead and other relevant INDOT Divisions and other public agencies in the development of the other specified management systems as appropriate.
31. The MPO will maintain a Congestion Management Process in cooperation with the Technical Planning Section, within the Asset Planning & Management Division. The Congestion Management Process shall be coordinated with the development of the Long Range Transportation Plan (LRTP).
32. The MPO will comply with all appropriate federal assurances, civil rights and DBE requirements, Title VI submittals, ADA, and procurement activities guidelines. The MPO will complete a Title VI analysis for the urbanized area. INDOT's Office of Economic Opportunity and Pre-qualification within Central Office will be the INDOT contact for these efforts.

Transit Planning

33. The MPO will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
34. The MPO will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".

RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION (INDOT):

1. INDOT Technical Planning Section, within the Asset Planning & Management Division will provide staff liaisons to coordinate with the MPO's. Said staff will regularly attend the MPO Council meetings, which are held in Indianapolis. INDOT Technical Planning Section Staff will participate in Indianapolis Regional Transportation Plan (IRTC) Technical or Policy Committee meetings. The District Capital Program Manager will attend the IRTC Technical Committee meetings and have voting representation for INDOT. The District Deputy Commissioners will attend the Policy Committee meetings and have voting representation for INDOT.

Transportation Plan and TIP

2. The Statewide Transportation Plan shall be developed in cooperation with the MPO's Long Range Transportation Plan (LRTP).
3. The INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the MPO for the Metropolitan Planning Area (MPA) of the MPO. These identified needs will be consistent with the INDOT Asset Planning and Management Process. This is necessary in order to

develop data the MPO needs to develop a Long Range Transportation Plan (LRTP) that is consistent with available funding sources and project costs.

4. The INDOT Central Office Project Finance Division will provide the MPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the MPO's LRTP and TIP. Should funding information be delayed for any reason, the MPO may then flat-line funding based on past information. Should estimates provided by the State, or lack thereof, result in the MPO's inability to obligate all funds in any given fiscal year, the MPO funds will continue to be made available to the MPO by INDOT.
5. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program in cooperation with the MPO's transportation planning process and incorporate the MPO approved TIP by reference or amendment in its entirety.
6. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Technical Planning Section, within the Asset Planning & Management Division and District staff, for the area that includes the MPO, will provide timely lists of INDOT projects sorted specifically to include only projects within the Indianapolis MPA. Project information will include DES #, project description, total project cost, state and federal share, federal funding program or source, and letting date or fiscal year. All projects for inclusion into the Indianapolis TIP shall be submitted through MITIP online system.
7. INDOT Central Office LPA and Grant Administration Division will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of the Indianapolis MPO's TIP in a timely manner. This will be done in cooperation with the Technical Planning Section, within the Asset Planning & Management Division.
8. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division working with the LPA and Grant Administration Division will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. The list of projects will be sorted specifically to include only projects within the Indianapolis MPA. Project information will include DES #, county, sponsor, district, route, project description, work type, phase, fund type, federal obligation amount, advanced construction amount, if any total obligation and obligation date. This will allow the MPO to develop an Annual List of Obligated Projects (ALOP).
9. INDOT will provide Central and District Office coordination for the MPO on all matters including the LRTP and TIP. The Technical Planning Section, within the Asset Planning & Management Division, will be the lead in cooperation with the LPA and Grant

Administration Division and the appropriate District Office(s) for the area containing the MPO.

10. INDOT Central and District Offices will collect and share transportation system information with the MPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Technical Planning Section, within the Asset Planning & Management Division, will be the lead in this effort.

UPWP Coordination Activities

11. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will assign a planning liaison to participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the MPO, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
12. INDOT Technical Planning Section, within the Asset Planning & Management Division, will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and the MPO Council. INDOT will provide these figures in a timely manner each year to allow for development of the UPWP.
13. The MPO will prepare a UPWP for the fiscal year that will take effect beginning on January 1.
14. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review and provide approval of the UPWP in a timely manner, and begin development of the required contracts and purchase orders. INDOT will strive for a timely notice-to-proceed, a signed contract and a purchase order.
15. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division, will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases.

RESPONSIBILITIES OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (IndyGo)

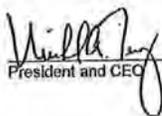
1. IndyGo will provide data, including financial planning information, upon request and participate in the development of the Long Range Transportation Plan update.
2. IndyGo will provide copies of its Transportation Development Plan, as updated.
3. IndyGo will provide a staff liaison to assist with transit planning efforts. IndyGo will participate on the Indianapolis Regional Transportation Council (IRTC) Policy and Technical Committee.

4. IndyGo will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
5. IndyGo will provide a Financial Capacity Analysis showing a 5-year Financial Plan as part of the TIP development process. This will be reviewed by the INDOT Transit Office within the Multimodal Division.
6. IndyGo will provide a 4-year capital project and operating plan (program of projects) for inclusion in the TIP to the MPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by the INDOT Transit Office within the Multimodal Division.
7. IndyGo will provide amendment requests to the MPO in a timely manner prior to the next scheduled meeting of the Indianapolis Regional Transportation Council (IRTC) Technical Committee. All amendment requests will be in MITIP online system.
8. IndyGo will provide a copy (PDF file preferred) to the MPO of each final grant request to the Federal Transit Administration (FTA) and provide a copy of each grant award acceptance.
9. IndyGo will provide on an annual basis, no later than 90 calendar days following the end of the program year, a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
10. IndyGo will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Indianapolis MPO's Urbanized Area.
11. IndyGo, as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
12. IndyGo agrees that it will be in compliance with all required federal objectives.

In witness thereof, the undersigned executive staff members of the MPO, IndyGo, and INDOT have executed this Memorandum of Agreement on the dates indicated.

SIGNATURE PAGE

Indianapolis Public Transportation Corporation (IndyGo)



President and CEO

Date 7-2-14

Indiana Department of Transportation



Chief of Staff

Date 7/8/14

Indianapolis Department of Metropolitan Development



Director

Date 7/1/14

Attachment: Redesignation Letter



INDIANA DEPARTMENT OF TRANSPORTATION
Driving Indiana's Economic Growth

100 North Senate Avenue
Room 1856
Indianapolis, Indiana 46204

PHONE: (317) 232-6600

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

August 4, 2010

The Honorable Gregory A. Ballard
Mayor, City of Indianapolis
2501 City-County Building
200 East Washington Street
Indianapolis, Indiana 46204

SUBJECT: Re-designation of the Indianapolis Metropolitan Planning Organization

Dear Mayor Ballard:

I understand that over the last several months the Indianapolis Regional Transportation Council (IRTC) has completed a thorough review of their operations, resulting in the adoption of new by-laws on October 28, 2009. As a result of these new by-laws, I understand the IRTC, acting through you as Chairman of the IRTC Policy Committee, requests a re-designation of the Indianapolis Metropolitan Planning Organization (IMPO).

For your letter of February 24, 2010, the City of Indianapolis Department of Metropolitan Development would become the official Metropolitan Planning Organization for the Indianapolis region of Central Indiana, replacing the Indianapolis Metropolitan Development Commission as the designated MPO. Further, I understand from your letter that the IRTC Policy Committee, composed of elected and appointed officials from 40 towns and cities within the Indianapolis region of Central Indiana, will approve all transportation-related activities of the IMPO.

Your February 24, 2010 letter also notes that the IRTC Policy Committee approved the revised Metropolitan Planning Area (MPA) for the Indianapolis region of Central Indiana on February 17, 2010. To develop this new MPA, I understand consultation and approval action was also needed from the Madison County Council of Governments (MCOOG), the Anderson MPO and the Columbus Area Metropolitan Planning Organization (CAMPO), the Columbus MPO. Resolution # 04-10 of the Madison County Council of Governments approving a new MPA for their MPO was adopted on February 4, 2010 and Resolution # 2010-1 of the Columbus Area Metropolitan Planning Organization approving a new MPA for their MPO was adopted on April 28, 2010.

On behalf of Governor Mitchell E. Daniels, Jr. and in accordance with the request stated in your February 24, 2010 letter, I hereby approve the re-designation of the Indianapolis Metropolitan Planning Organization (IMPO) to be the Indianapolis Department of Metropolitan Development, replacing the Indianapolis Metropolitan Development Commission, as the MPO for the Indianapolis Region of Central Indiana.

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INDIANA DEPARTMENT OF TRANSPORTATION
Driving Indiana's Economic Growth

100 North Senate Avenue
Room 1600
Indianapolis, Indiana 46204

PHONE: (317) 232-6800

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

Further, in response to your February 24, 2010 letter and as a result of the approval actions of the IRTC Policy Committee, the MCCOG Policy Committee and the CAMPO Policy Committee, INDOT approves on behalf of Governor Mitchell H. Daniels, Jr. the revisions to the Metropolitan Planning Area (MPA) for the Indianapolis MPO.

Sincerely,

Michael B. Cline
Michael B. Cline
Commissioner

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Appendix D: MPO Planning Agreement
Planning Agreement between 3 MPOs

In Progress

APPENDIX 6 – USDOT UPWP BILLING REVIEW

Indianapolis MPO Billing Review of PO # 08807946

Vendor Name: HNTB – Great Lakes Division

Federal Share: 80% (\$225,799.52 X .80 = \$180,639.61)

Attributes		T, F, or N/A	Imp Pmt Amt
1	The payment was eligible for Federal participation.	T	
2	The cost was charged to the correct project.	T	
3	The payment was approved by the appropriate State/Local official.	T	
4	The payment for salaries and related costs was in agreement with Federally approved plans.	T	
5	The amount paid by the State is accurate and in agreement with the source document.	T	
6	The Federal billing does not exceed the Federal share of costs.	T	
7	The payment for mileage and/or materials testing is in accordance with Federally approved plans.	NA	

Billing Review is approved. –AP

Comments:

- **ICAP calculation for indirect cost rate:** Total indirect / total direct cost =
\$339,650 / \$5,604,429 = 6.0603%
- **Invoices:**
 - All invoice sheets (013-59967-PL-01, 015-59967-PL-01 and 016-59967-PL-01) add up to the correct amount (\$24,443.43 + \$91,488.45 + \$109,867.64 = \$225,799.52).
 - Invoice work consisted of project administration, alternatives definition, traffic analysis, DEIS and agency/public involvement which are all Federally eligible activities.
 - Calculations for indirect rate and local match amounts are all correct.
- **Excellent documentation of purchase orders, invoices and all related materials provided.**

APPENDIX 7 – PUBLIC MEETING NOTICE & SIGN-IN SHEETS



MPO
NEWS UPDATE

*Public Comments for
MPO Certification and IRTIP 3rd Quarter Amendments*

**NOTICE OF PUBLIC HEARING
CONCERNING THE TRANSPORTATION PLANNING PROCESS CONDUCTED BY THE INDIANAPOLIS
METROPOLITAN PLANNING ORGANIZATION**

Notice is hereby given that a public hearing will take place to receive comments on the Regional Transportation Planning Process as conducted by the Indianapolis Metropolitan Planning Organization (MPO).

The meeting will take place on Tuesday August 19, 2014 in Room 118 of the City County Building located at 200 East Washington Street in downtown Indianapolis, Indiana. Representatives from the MPO will be available from 5:30 pm until 7:00 pm to hear and discuss your questions and comments. For accommodation needs for persons with disabilities, please call 327-5136.

In addition to making your comments in person on August 19th you may comment via the MPO website at www.indympo.org. All comments should be received by August 22, 2014.

**NOTICE OF PUBLIC HEARING
AND
REQUEST FOR PUBLIC REVIEW AND COMMENT PROPOSED AMENDMENTS TO THE 2014-2017
INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

Notice is hereby given that a proposed amendment to the 2014-2017 Indianapolis Regional Transportation Improvement Program (IRTIP) is now being offered for public review and comment. Public comments on the proposed IRTIP amendments may be made by phone to Kristyn Campbell at 327-5137, by e-mail at kristyn.campbell@indy.gov, or by mail addressed to Kristyn Campbell, Planner, Indianapolis Metropolitan Planning Organization, 200 E. Washington Street, City-County Building, Suite 1922, Indianapolis, IN 46204. All comments should be received by August 17, 2014.

Notice is hereby given that at 9:00 AM on Wednesday, August 20, 2014 at the Metropolitan Indianapolis Board of Realtors (MIBOR), 1912 N. Meridian St., Meeting Room B (2nd Floor), Indianapolis, IN 46202, the Indianapolis Regional Transportation Council's Policy Committee will conduct a public hearing on Resolution 14-IMPO-008 approving the proposed amendments to the 2014-2017 IRTIP.

Copies of the items above and all plans and exhibits pertaining thereto are on file and available for examination in Room 1922 of the City-County Building, 200 East Washington Street, Indianapolis, Indiana, between the hours of 8:00 AM and 5:00 PM, Monday through Friday and on the Indianapolis MPO's website at www.indympo.org. Written objection to a proposal may be filed with the Secretary of the Metropolitan Planning Organization before the hearing at 200 East Washington Street, Suite 1922, Indianapolis, Indiana 46204 and such objections will be considered. At the hearing all interested persons will be given an opportunity to be heard in reference to the matters contained in said proposal. The hearing may be continued from time to time as may be found necessary.

For accommodation needs for persons with disabilities, please call 327-5136.

<http://content.delivra.indy.gov/vo/?FileID=4b967ce5-9522-4040-be0b-63eeb9fa7aab&m=...> 8/11/2014



Indianapolis Metropolitan Planning Organization
 Certification Meeting Sign In
 August 19, 2014

Full Name Print	Organization	E-mail Address
Joycé Newland	FHWAA	joyce.newland@dot.gov
Larry Heil	FHWAA	larry.heil@dot.gov
RESERVE AREA	FHWAA	RESERVEAREA@DOT.GOV
Janice Dabala	FHWAA	janice.o.dabala@dot.gov
RANDY WAUER	INDOT	RWAUER@INDOT.IN.GOV
Jessica Wilk	INDOT	jwilks@indot.in.gov
Andrew Swenson	MPO	
Amy Man	MPO	
Sean Northrup	MPO	
Kristyn Campbell	MPO	
Catherine Kostyn	MPO	
Jen Higginbotham	MPO	
Anera X Gremly	MPO	
JAY MITCHELL	INDOT	jaymitchell@indot.in.gov
Stephanie Bush	MPO	
MIKE DEARING	MPO	



Indianapolis Metropolitan Planning Organization
 Certification Public Meeting Sign In
 August 19, 2014

Full Name Print	Organization	Address	Topic / support or oppose
Larry Felt	FHA		
Lance Bohmer	IndyGo	1501 Wash.	
Addison Pollock	Health by Design		
Anna Greening	I MPO		
REBEKAH	FTA		

Public Participation Program and Policies IndyGo - August 2014

Purpose:

The purpose of this plan is to promote public involvement in transit planning decision making activities. This plan will establish formal procedures that allow for, encourage, and monitor public participation within the Indianapolis Public Transportation Corporation (IndyGo) service area including, stakeholders in the neighboring counties of influence. This document describes proactive public outreach strategies and procedures.

Goals and Objectives:

The goal of the plan is to offer a variety of opportunities for the general public to engage in transit planning and decision-making activities at IndyGo in accordance with FTA Circular 4702.1B Chapter III-5 Promoting Inclusive Public Involvement. The objectives of the plan are as follows:

- To determine what non-English languages and other barriers may exist to public participation within Marion County.
- To provide a general notification of meetings, particularly forums for public input, in a manner that is understandable to all populations in the area.
- To hold meetings in locations which are accessible and reasonably welcoming to all area residents, including, but not limited to, minority, LEP, low-income, and disabled members of the public.
- To utilize a variety of communication methods to capture public input from populations which are typically not likely to attend or engage in public meetings.
- Provide print information in all forms including Braille, Large Print, and Non-English.
- To inform the public on how IndyGo documents public comments and opinions.

Stakeholders:

Stakeholders are those who are either directly or indirectly affected by a plan, project, or program based on decisions related to recommendations or implementation. Those who may be adversely affected or who may be denied benefit of a plan's recommendation(s) are of particular interest in the identification of specific stakeholders. General stakeholders within the IndyGo service area include, but are not limited to:

- All Townships within Marion County
- Major Employers
- Major Colleges, Universities, and School Districts
- Indianapolis Power and Light
- Central Indiana Regional Transit Authority
- Non-profit and private business community
- Other regional and municipal transit providers including: Commuter Connect, IUPUI Shuttle Services, Ivy Tech Shuttle Services
- Public (including minority, LEP, and low-income populations)
- Hamilton and Johnson Counties
- IndyGo Board of Directors
- IndyGo Open Door Program

- Neighborhood Associations
- Transit Advocates
- Indianapolis City-County Council

In the city of Greenwood, IndyGo coordinates regional services on a contract basis and also connects routes to Access Johnson County, Johnson County's Public Transportation Service.

In the City of Carmel, IndyGo coordinates with Janus Developmental Services - Hamilton County Express, which provides Americans with Disabilities Act (ADA) compliant service complementing IndyGo's fixed route services.

IndyGo strives to be embedded in the local community and neighborhoods to through activities that provide the public the opportunity to voice their opinion and ideas. IndyGo actively works with local neighborhood associations, non-profit organizations, and community oriented organizations to ensure the public is involved in the creation and implementation of new ideas and plans.

Direct Stakeholders

According to the U.S. Census Bureau, 820,445 residents exist within the Marion County area. Techniques utilized to engage the general population includes public notices of meetings in the local newspapers, on the IndyGo website, via social media (Facebook and Twitter), written and oral announcements at IndyGo Board meetings, and community meetings.

While these techniques will continue, the IndyGo will strive to proactively engage members of the public with other cost-effective approaches utilizing a broad range of electronic messaging techniques.

Minority Populations

In reference to the table above, minority populations comprise almost half of the percentage of the population in Marion County.

LEP Populations

Reasonable efforts will be made to engage LEP populations using techniques such as the development of public notices in appropriate non-English languages that will provide contact information where individuals can be informed of the affected project or services to provide input or comments. Other efforts could include conducting focus groups in concentrations of LEP populated areas may also be established for the purpose of gaining input from a particular defined portion of the community. In addition, non-profit organizations and other advocacy groups can be utilized to disseminate information to LEP populations. Such non-profit organizations, advocacy groups, or other organizations can provide insight into the needs of LEP populations.

Low-income Populations

To ensure low-income households are not under-served, the IndyGo will identify

populations within the service area with a per capita income of 80 percent or less of the national average in order to establish low income thresholds. Low-income populations in the Marion County area should be given every reasonable opportunity to provide input on plans and programs to avoid disproportionate harm, or lack of benefit, of IndyGo programs and projects.

In summary, methods of gaining input either directly or indirectly from minority, LEP, and low-income population groups include a wider range of notification techniques, focus group meetings or informal interviews, if required, and the use of agency or advocacy group contacts through non-profit or private organizations.

The intent of IndyGo communications program is to generate a systematic platform for two-way information sharing. That is, aside from striving to provide the public with detailed information on transit service in a convenient and timely manner, IndyGo works to ensure that the public is actively participating in transit planning. Thus, most of IndyGo's communications tools incorporate direct response mechanisms to facilitate communication and optimize the impact of public involvement.

Americans with Disabilities Act

In accordance with the Americans with Disabilities Act, IndyGo will make reasonable efforts to accommodate people with disabilities. This includes holding meetings and hearings in areas that allow easy access for those with disabilities, providing language assistance, braille, large print documents, and non-English materials.

Direct response mechanisms:

- Website: Contact Us form on the IndyGo website (www.IndyGo.net) solicits public comment, which is routed to the appropriate contact within the organization. Comments are tracked to ensure that an appropriate response is provided in a timely manner.
- Twitter/ Facebook: IndyGo interacts with citizens engaged with social networking through this platform. IndyGo posts service updates and news about the company and transit industry; public participants submit inquiries, suggestions, comments, etc. to which IndyGo responds quickly.
- Surveys and Unmanned Kiosks: IndyGo uses unmanned kiosks and displays in various locations around the city of Indianapolis to display information pertaining to future changes. Surveys are also used at these locations, both in digital form on iPads and also in paper form.
- Customer Service Call Center: More than 45,000 calls are handled through the IndyGo Call Center (317-635-3344) monthly. Customer Service Representatives field trip-planning questions, requests for real-time bus arrival information and general bus transit inquiries. They enter complaints about service, suggestions or comments for administrative response into the customer service database. These comments are routed to the appropriate contact within the organization. Comments are tracked to ensure that an appropriate response is provided within 10 business days. The Call

- Center phone number is included on IndyGo bus stop signs, on-board each transit vehicle, in advertisements, publications, press releases and other communications.
- **Public Meetings:** IndyGo holds a public board meeting on a monthly basis (with a few exceptions, including December). Public board meetings, along with public budget meetings, are broadcast on public access TV and provide citizens, visitors, other interested parties an opportunity to hear about IndyGo's planning processes in context of opportunities and challenges facing local public transit service. At public meetings, if a visitor is not recognized to provide comment, his/ her comments may be offered in writing (using comment cards).
 - **Pop-Up Planning Meetings:** During Public Opinion periods, IndyGo uses kiosks and street teams of staff to get opinions, comments, and suggestions from the public. These Pop-Up meetings happen on the street or at various local events throughout the year. Social Media such as Twitter and Facebook will be utilized to inform the public on where we are at in the city and at what times.

The goal of IndyGo's two-way communications program is to ensure that all citizens, regardless of race, color, religion, income status, national origin, age, gender, disability, marital status, or political affiliation, have an equal opportunity to participate in IndyGo's decision-making process. Such opportunity, and the public input gathered from them, help ensure that planning process recommendations, funding and resulting benefits (and inconveniences) are well-considered and fairly distributed. They also assure that the resulting recommendations are locally preferred and have the 'buy in' of interested citizens, employers and business leaders.

Open Door Meetings

All of IndyGo's Board of Directors meetings and all committee meetings are open to the public. This includes the service, finance, and MAC committee meetings. Accommodations will be made for those needing them.

Notification of Public Hearings

To ensure that all segments of the community are included in the process of sharing information, IndyGo will use some or all of the following tools to publicize public hearings aggressively. Communication tools include email campaigns, media relations, paid advertising, on-board communication, and others (e.g., social media, website, etc.).

Timelines

IndyGo will hold various public meetings and comment periods depending on the type of decisions being made. In this document you will find decision timelines for Service/Fare Changes, Budget Approvals, the Program of Projects, and any Infrastructure or Capital Investments. General timelines for various topics and decision points have been listed throughout this document.

Media Relations

IndyGo will issue a press release about any scheduled public hearing at least three weeks prior to the event. The release will be issued to local media, local organizations, the City PIO group and Mayor's Office, and the IndyGo board of directors. IndyGo staff will be available for interviews related to the public hearing before and after the event.

Local Media includes (but is not limited to):

- Indianapolis Associated Press (AP)
- The Indianapolis Star
- The Indianapolis Recorder
- Indianapolis Business Journal
- La Voz
- Local Network Television: 6, 8, 13, 59
- Radio One
- WFYI
- WIBC (Emmis)
- WTTS

Press releases announcing public hearings will be distributed for publication one week prior to the publication deadline (21 days prior to the meeting). Notification of public hearing will be sent to media contacts with the message.

Please publish the attached public notice in your next available edition. We would greatly appreciate confirmation of your receipt of this document along with the publication date, as we also need two Proof of Publication notices.

Paid Advertising

IndyGo will purchase at least one advertisement in a local newspaper that is a minimum of ten (10) column inches. This publication will include one or more of the following publications:

- The Indianapolis Star (publicnotices@indystar.com, Amanda Dolph)
Note: Legal Notices publish in The Indianapolis Star Tuesday through Saturday only.
- The Indianapolis Recorder (kayt@indyrecorder.com, Kay Toliver)
- Indianapolis Business Journal (judysmith@ibj.com, Judy Smith)

IndyGo Collateral

IndyGo will include notification of public hearings in on-board communications, including the Monthly Service Alert and Event Calendar.

Along with these external communications, IndyGo will inform employees of public hearings through the monthly Employee Newsletter and postings on break room monitors.

Venues for Public Hearings

Depending on expected turnout, IndyGo public hearings may be held at:

- IndyGo Board Room

- Public Assembly Room of the City-County Building
- Other ADA-accessible locations on IndyGo Fixed Route (unless event is held outside of Marion County)

Public Hearings Content

When hosting public hearings, IndyGo will:

1. Hold all public meetings at convenient and accessible locations and times.
2. Employ visualization techniques to describe transportation problems and possible, recommended solutions.
3. Make public information available in electronically accessible formats, such as the IndyGo web site, and other means (e.g., monthly eNewsletters), giving reasonable opportunities for public review and comment.
4. Provide LEP translation and ASL interpretation services upon request. IndyGo will need at least three days notice for such services.

At public hearings, comments from attendees may be offered verbally, in writing (using comment cards), recorded at discrete recording stations (budget permitting) or voiced for transcription by IndyGo staff or its consultants. Transcripts of significant public comment and discussion relating to transportation planning issues will be made available upon request, along with a written response to any comments/issues raised. IndyGo staff will address comments and questions in a timely fashion and will document same in an appendix of the appropriate plan or study. If received by email, the comment and its response will be included in the appendix to the minutes.

Presentations given at public hearings will be included in a meeting summary and available to attendees and other interested parties upon request. Presentations will also be posted to the IndyGo website following a public hearing.

Materials for Public Hearings - Fact Sheets

Fact sheets will be provided to attendees in order to provide information on the purpose, need, background and milestones of IndyGo services and updates being discussed. Fact sheets will be distributed at public hearings, posted on the IndyGo website, and displayed in public places such as libraries and community centers, when applicable. Individuals and special interest groups can also request fact sheets directly from IndyGo.

Service Changes

IndyGo will hold a public hearing or meeting when:

1. There is an increase in any fare.
2. There is a change in service that affects either/ or:
 - a. 25 percent or more of the transit route miles of a route
 - b. 25 percent or more of the total passengers on a specific route

*Hearings will not be required when proposed changes affect only short-term, demonstration and other specially funded routes and services.

Exceptions and Conditions

In an emergency situation, a service change may be implemented immediately without a public hearing. A public hearing on the emergency change must be held if the emergency change is to be in effect for more than 180 days. Experimental service changes may be instituted for 180 days or less without a public hearing being held.

Timeline for Public Meetings and Hearings

IndyGo uses multiple avenues to get information out to the public and to receive input from the public on service and fare changes. Further, IndyGo will sometimes utilize the below timeline to engage the public in making future service changes.

Twenty-one days prior to the scheduled public hearing

Issue Press Release re: Scheduled Public Hearing

Fourteen days prior to the scheduled public hearing

- At least 14 days prior to a public hearing, IndyGo will post public hearing notification on its monthly on-board communications, which include a monthly service alert and event calendar.
- Post public hearing notification on Twitter and Facebook
- Create Facebook Event detailing Public Hearing
- Verify and document that notification of hearing was published in at least one newspaper
- Issue eNewsletter blast about the public hearing and the topic(s) it will cover to all eNewsletter subscribers

Seven days prior to the scheduled public hearing

- Post public hearing notification on Twitter and Facebook
- Issue eNewsletter reminder blast about the public hearing and the topic(s) it will cover to all eNewsletter subscribers.

One day prior to the scheduled public hearing

- Post public hearing reminder on Twitter and Facebook
- Issue eNewsletter reminder about the public hearing and the topic(s) it will cover to all eNewsletter subscribers.

Day of Public Hearing

- Twitter and Facebook notifications will go out. There will be occasional "Live Tweeting" of the public hearing or pop-up meeting.

Fourteen days following the public hearing

A summary of the public hearing will be posted to the IndyGo website and issued to eNewsletter subscribers within 14 days of a public hearing. The summary will include a review of the topic covered at the public meeting as well as presentations, public comments and any support materials (e.g., fact sheets). In addition, a press release will be issued to notify the community that the summary is available.

Annual Operating Budget

IndyGo will engage the public in meetings and surveys:

1. Each time the Operating Budget comes up for review at the City-County Council.
2. Each time the Operating Budget comes up for review with the IPTC Board of Directors.

Each Fall the City-County Council of Indianapolis examines, reviews, and approves the budgets of IndyGo. During this time IndyGo will make the budget available for public comment through the use of the Direct Response Mechanisms mentioned above.

IndyGo will advertise public meetings two times before the IPTC Board approves the budget and two times before the City-County Council approves the budget.

Timeline:

IndyGo will follow a simple timeline for the budget approval process. The following timeline is a basis for the adoption of the Operational Budget. Dates and months may vary from year to year.

- Beginning of August - 1st and 2nd Advertisements will appear in local news sources for the IndyGo Board Meeting
- End of August - IndyGo Board of Directors Approval
- Beginning of September - 1st and 2nd Advertisements appear in local news sources for the City-County Council Meeting
- Mid-October - City-County Council Adopts the IndyGo budget

**Planning and Capital Investment Projects
and Program of Projects**

The effectiveness of any plan depends on its ability to successfully meet the expectations of the public. As such, plans and policies need to be revisited and reviewed periodically to determine if the public's needs are being addressed in an effective and efficient manner. In order to ensure the effectiveness of this plan, the public must be kept informed of activities of the Indianapolis Metropolitan Planning Organization (IMPO) when they are planning changes and improvements for IndyGo.

Public Involvement Procedures

IndyGo follows the exact process that the Indianapolis Metropolitan Planning Organization (IMPO) utilizes in its public participation policy. The development, adoption, and amendment of Indianapolis MPO transportation plans and IndyGo's Program of Projects shall be subject to the public participation plan.

It is hoped that the directives of this plan will result in well attended public meetings, local news coverage of programs, and more public interest in transportation issues within the region. A public comment period of 45 days shall be provided prior to the adoption or amendment of the public participation plan per federal guidelines.

The Indianapolis Metropolitan Planning Organization's Public Participation plan can be found here: http://www.indympo.org/About/GetInvolved/Documents/PPP_final.pdf

Notifications

All documents seeking public comment will be posted on the public notices page of the MPO website <http://www.indympo.org/Public/Pages/PublicNotices.aspx> and on www.indygo.net

Conclusions

IndyGo's purpose for this plan is to promote public involvement in transit planning decision making activities. This plan establishes formal procedures that allow for, encourage, and monitor public participation within the IndyGo service area including stakeholders in the neighboring counties of influence. The document serves to describe proactive public outreach strategies and procedures when IndyGo plans to make service and fare changes, long range transit plans, budget approvals, and examine the program of projects. IndyGo can be contacted at:

IndyGo Headquarters
1501 W. Washington St.
Indianapolis, IN 46222
&
Retail Center
34 N. Delaware Ave.
Indianapolis, IN 46204

Phone: 317.635.3344

Web: www.IndyGo.net

Email: News@IndyGo.net

Twitter: [@IndyGoBus](https://twitter.com/IndyGoBus)

Facebook: www.facebook.com/IndyGoBus

DRAFT



Report prepared by:

*Indiana FHWA Division Office
575 North Pennsylvania Street
Indianapolis, IN 46204
Phone: 317-226-7475
FAX: 317-226-7341*

For additional copies of this report, contact us