Indianapolis Metropolitan Planning Organization

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2018 Unified Planning Work Program

Indianapolis Metropolitan Planning Area
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I. Introduction

A. Purpose

Transportation planning in the Indianapolis Metropolitan Planning Area (MPA) is an interactive process involving elected officials, planners, engineers, and residents of Central Indiana, and is overseen by the Indianapolis Metropolitan Planning Organization (MPO or Indy MPO) under the direction of the Indianapolis Regional Transportation Council (IRTC). This Unified Planning Work Program (UPWP) will set forth the major transportation planning initiatives and activities between January 1 and December 31, 2018. The UPWP consists of six (6) transportation program elements, each of which contributes to maintaining and implementing Central Indiana’s transportation plans in compliance with the FAST Act (Fixing America’s Surface Transportation Act) and the Mission Statement of the Indy MPO. The six elements are Planning Process Administration (100), Data Development and Geographic Information Systems (200), Programming (300), Long Range Transportation Plan, Air Quality, & Freight (400), Multi-Modal (Transit & Active Transportation) (500), and Other Planning Initiatives & Studies (600).

B. Regulatory Citations

Sections 420 and 450 of Title 23 of the Code of Federal Regulations describe the metropolitan planning process to be carried out by MPOs. Specific to Unified Planning Work Programs, 23 CFR 450.308 identifies the requirements. MPOs are required to develop their UPWPs in cooperation with state and public transit agencies. Elements to be included in the UPWP are:

- Discussion of the planning priorities facing the metropolitan planning area; and
- Description of all metropolitan transportation planning and transportation-related air quality planning activities anticipated within the next 1- or 2-year period, regardless of funding source, indicating the following:
  - A review of who will perform the work (e.g., MPO, State, public transportation operator, local government or consultant)
  - The schedule for completion of the work; and
  - A review of the intended products, including all activities funded under Title 23 and Title 49 Chapter 53.

C. Overview of the Indianapolis Metropolitan Planning Organization

Metropolitan Transportation Planning started with the enactment of the Federal Aid Highway Act of 1962. A comprehensive and cooperative Indianapolis Regional Transportation and Development Study (IRTADS) completed in 1968 recommended thoroughfare and transit projects for the growing Indianapolis metropolitan area.

IRTADS was designed to be a continuing study through the participation of its sponsoring agencies in the establishment of a transportation-planning unit within the Marion County Department of
Metropolitan Development. This unit, the Indianapolis Metropolitan Planning Organization (Indy MPO), continued the work initiated by IRTADS and kept its recommendations up-to-date and consistent with the changing conditions of the region.

The Indy MPO has been continuously certified by the Federal Highway Administration (FHWA) to meet all pertinent federal regulations since its inception in 1962. The last Certification Review was held on August 19, 2014, involving the MPO, INDOT, Federal Transit Administration (FTA), and FHWA staff, and the final report was delivered by FHWA and FTA staff on October 9, 2014. The Indy MPO received no corrective actions, nine Recommendations, and two Commendations - for MiTIP and Indy Connect. The next

The MPO has a staff of 15 full-time employees, with working groups structured around Administration, Planning, Programming, and Data Resources. As of September 2017, 14 MPO positions are filled and rehiring of the one open position had begun (Data Modeling).

D. Air Quality Transportation Conformity Status

Required under section 176(c) of the Clean Air Act, as amended in 1990, the transportation conformity rule established the criteria and procedures by which the FHWA, the FTA, and metropolitan planning organizations determine the conformity of federally funded or approved highway and transit plans, programs, and projects to state implementation plans (SIPs). Conformity ensures that transportation planning does not produce new air quality violations, worsen existing violations, or delay timely attainment of national ambient air quality standards. According to the Clean Air Act, federally supported activities must conform to the implementation plan’s purpose of attaining and maintaining these standards.

Previous to July 2012, the nine-county region of Central Indiana (including Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, Morgan, and Shelby Counties) was classified as a maintenance area for the ozone pollutant under the 8-hour standard. Effective July 20, 2012, the United States Environmental Protection Agency (EPA) ruled that the central Indiana area has met the 2008 Ozone NAAQS (National Ambient Air Quality Standards).

Previous to July 2013, five counties in Central Indiana (Hamilton, Hendricks, Johnson, Marion, and Morgan Counties) remained classified as a single nonattainment area for the fine particulates air quality standards (2.5 microns), PM 2.5. As such, proposed transportation projects that add capacity must be analyzed using an approved methodology and computer model developed by the U.S. EPA. The model measures the amount of pollutants that will be emitted as a result of implementing the projects contained in the Plan. The emissions cannot exceed the emissions budget specified in the State Implementation Plan (SIP) and the Redesignation Plan developed by the Indiana Department of Environmental Management in conjunction with central Indiana planning partners and the MPO staff.

In July of 2013 the U.S. EPA determined that the five counties attained the 1997 annual PM 2.5 standard and was considered a maintenance area for PM 2.5. More recently, the EPA issued the final
rule revoking the 1997 primary annual standard, and the five counties are now considered in attainment for PM 2.5 NAAQS (effective October 24, 2016).

In consultation with the Interagency Consultation Group, which includes INDOT, FHWA, FTA, IDEM, EPA, and affected jurisdictions, MPO staff assumes responsibility for conformity analysis and documentation. To facilitate coordination and consultation of regional transportation air quality conformity analyses, an agreement between the metropolitan planning organizations involved in the designated nonattainment areas (Indy MPO, the Madison County Council of Governments, and the Columbus Area Metropolitan Planning Organization) was signed and is presented in Appendix D.

II. Goals of the 2018 UPWP

A. Mission Statement

The Indy MPO’s Unified Planning Work Program results in plans and programs for highways, transit, and other means of moving people and goods in compliance with federal transportation requirements to guide the development of an efficient multi-modal transportation system within the Indianapolis Metropolitan Planning Area.

Major goals for this Program were developed for the Overall Work Program in early 1970 dealing with the comprehensive planning requirements of the US Department of Housing and Urban Development (HUD), and they evolved through the Unified Planning Work Program in recent years emphasizing the following (from 23 CFR 450.306):

   The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

B. Planning Emphasis Areas

The U.S. Department of Transportation issues Planning Emphasis Areas (PEAs) to guide the metropolitan transportation planning process in a consistent manner throughout the nation. The most recent PEAs, released jointly by the Federal Highway Administration (FHWA) and Federal Transit Administration’s (FTA) Offices of Planning in January 2017, including the following:

**National Performance Management Measures.** All of the National Performance Measures for key areas such as safety, infrastructure conditions, congestion, system reliability, emissions, freight movement, as well as public transit safety and state-of-good repair have been issued. As referenced above, the INDOT and the MPOs must work cooperatively together to set performance measures and targets. We commend the INDOT and the MPOs for establishing a committee to set safety targets and recommend this format be continued for the other performance areas.

**Title VI Program Management.** We continue our emphasis on the Title VI Program Management. When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) comply with their Title VI nondiscrimination requirements. MPOs should survey local governments and determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA’s programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO’s nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

C. Planning Priorities Facing the Metropolitan Planning Area

**Regional Coordination Strategic Plan.** In response to a number of member and partner inquiries about regional collaboration and the scope of the MPO – perhaps a direct result of the MPO’s success leading Indy Connect and Regional Development Authority partnerships – the MPO is utilizing a strategic planning process to better understand issues that are impacting the region and could limit its potential. Beginning in August 2017, MPO staff and Administrative Committee members visited the Atlanta Regional Commission and the Denver Regional Council of Governments to learn about their structure and services. Expert panels were convened with MPO members and regional leaders in the fields of
water, land use, housing, transportation, and economic development, and co-chairs from each panel will present their findings to the Administrative Committee on December 1, 2017. Once the Administrative Committee settles on a vision for the organization, they will re-visit the question of the most appropriate structure for the organization to support that vision. Early in 2018, the Administrative Committee will package all of their recommendations for the full IRTC Policy Committee for deliberation and debate.

**Data Analytics & Modeling Plan.** The Indy MPO has made significant improvements to its data and modeling capabilities to support long range planning, air quality, pavement management, and transit planning. In 2018, using the Administrative Committee’s vision for the organization as a key input, MPO will conduct a Data Analytics & Modeling plan to identify the critical tasks, data sources, and tactics for core transportation functions. This plan can be expanded to look at the required Data Analytics & Modeling needed to support the MPO’s evolving and possibly expanding scope.

**Performance Measures.** The incorporation of performance measures and data-based performance targets is a federal Planning Emphasis Area again in 2018, and it is an immediate issue for the MPO after the adoption of the 2045 Long Range Transportation Plan. All three sections of MPO staff will be engaged in the process of adopting performance measures into the long range plan, the Transportation Improvement Program, and the MPO’s regular course of business.

**Long-Range Planning Tools.** Mostly in-house completion of the 2045 Long Range Transportation Plan allowed the MPO staff to grow in knowledge and experience, and one clear opportunity for the organization is to improve the array of planning tools that help illustrate and compare the impacts of long range planning decisions. Rather than waiting for the next long range plan update, MPO staff will begin building sketch and scenario planning tools in 2018 so that they are calibrated and high-functioning for the next long range plan update.

**Cost Estimating.** Improved cost estimation was a 2017 Planning Emphasis Area, and the MPO began the process of creating a tool that could improve how cost estimates and schedules are developed and evaluated, using a consistent and realistic methodology. MPO staff and consultants will continue evaluating current cost estimating procedures and recommend/develop a consistent cost estimating process across all project types for use by the MPO’s Local Public Agencies that utilizes sound planning and engineering principles.

**Indy Connect.** The Indy MPO will continue its award-winning (AMPO 2017) commitment as the backbone organization in Indy Connect: Central Indiana’s Transit Initiative. After the successful 2016 Marion County transit referendum, the MPO shifted to a review and support role as IndyGo leads efforts to vastly improve transit service in Marion County. Outside of Marion County, the MPO, IndyGo, and CIRTA have created a three-year plan of public dialogue (2018), planning (2019), and awareness / education (2020) to support possible education around a 2020 referenda in four suburban townships. While IndyGo is now the sole source for the Marion County transit build-out, the MPO staff will
continue to maintain IndyConnect.org to provide the most recent information on public engagement and transit planning efforts.

**Local Planning Projects.** Indy MPO staff and Local Public Agencies have long-recognized the shortage of funds to support forward-looking planning studies, and the strain that shortfall can put on the project pipeline and good planning coordination. For the first time in years, the MPO used 2017 FHWA planning funds to support local planning projects. That is expected to continue in 2018, as local planning project applications have already been accepted and scored, and 2018 funding has been dedicated to the program in this UPWP.

**Retention and Professional Development.** The Indy MPO has seen an uptick in turnover since 2014, particularly among planners and senior planners. Some of the turnover can be attributed to increased professional mobility among younger planners, and much of it can be attributed to the strengthening job market and increased planning and development activity among regional planning partners. Indy MPO salaries have been mostly stagnant over the past decade though, and MPO management has been reviewing compensation rates for comparable positions around the region and state. The Indy MPO will also continue to focus on professional development to help improve retention, innovation, and the overall strength of staff. Staff has been encouraged to attend and present at local, statewide, and national conferences, which helps bolster awareness of Central Indiana’s accomplishments. Staff has brought back best practices, resources, and relationships that have made the Indy MPO’s processes stronger, and the organization has received numerous awards and accolades as a result.

**Government Relations.** As the Indiana General Assembly continues to make rules concerning the recent transportation funding bill, the IRTC has been clear that they want a coherent regional / MPO voice. In 2017, IRTC voted to continue its government relations contract entirely with local funds. This contractor will keep track of the transportation and regional-focused conversations at the statehouse and make regular reports back to the IRTC members.

### III. Program Work Elements

#### A. Planning Process Administration (100)

**a) Program Administration**

The overall management and policy direction for the Indy MPO’s transportation planning program, and administrative and staff management tasks associated with the day-to-day functions of the MPO.

**b) Unified Planning Work Program Development & Reporting**

Annual, quarterly, and monthly activities to meet state and federal requirements, including activities associated with maintenance for the 2018 Unified Planning Work Program and the development of the 2019 Unified Planning Work Program.
c) Indianapolis Regional Transportation Council & Regional Transportation Coordination
The IRTC will, through its regular and special meetings and annual retreat, serve as the decision-making body of the Indy MPO. Staff will also conduct one-on-one meetings with individual jurisdictions and other groups to coordinate discussions and make determinations on transportation-related topics.

d) Membership / IRTC Training & Education
MPO staff will work with IRTC Technical and Administrative Committee members to identify regional transportation training needs and interests. Staff will work to identify industry leaders and ready-made training opportunities to make available to Technical Committee members throughout the year.

e) Annual Report
MPO staff will create an end of the year annual report that includes progress on the various planning activities. This will cover the six planning work elements in the UPWP.

f) Public Involvement Program
Consistent with the 2015 Public Involvement Program update, MPO staff will continue to publish the quarterly e-newsletter, TeMPO, to the persons and organizations on the MPO’s distribution list. Public hearings and public notices for the IRTIP and LRTP will also be maintained, as well as social media presence (Facebook). MPO staff will also continue to utilize survey and visualization software that was utilized in 2017 for transit outreach and long range planning engagement.

g) Environmental Justice and Title VI Program Management
MPO staff will continue to update the Environmental Justice program, including regional maps showing where Environmental Justice populations live. Staff will continue to evaluate projects in the Indianapolis Regional Transportation Improvement Program (IRTIP) and the Long Range Transportation Plan and how they impact the identified EJ populations. This is a 2018 federal Planning Emphasis Area.

h) Government Relations
In 2017, the IRTC voted to engage a government relations contractor using 100% local funds. The contractor kept track of transportation funding-related legislation at the Indiana General Assembly, and they were able to elevate IRTC’s voice in the conversation. IRTC voted to continue that contract through 2018 to keep track of regional and transportation-related rule-making.

i) Financial Management & Business Process Improvement
With the help of a new CFO and contractors, MPO management was able to improve internal financial tracking capabilities by leaps and bounds in 2017. MPO staff will improve the invoicing process, while working to improve efficiency through automation. Similar business
improvement processes have been applied to other areas within the organization as well, creating important and substantive staff-development opportunities in 2018.

j) **Memberships & Federal Transportation Policy Monitoring**
   The MPO will maintain memberships in national transportation industry groups. In the past, these memberships have fostered inter-agency relationships with industry leading peers, created professional development opportunities for MPO staff, and offered a platform to share local best practices and policies on a national scale. These relationships have also facilitated more local involvement in federal comment periods on legislation and rule-making.

k) **INDOT, FHWA, FTA, and MPO Council Coordination**
   MPO staff will coordinate its transportation processes with partners at the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and Indiana Department of Transportation (INDOT). MPO staff will also continue their participation in Indiana MPO Council monthly meetings, committees, and associated coordination activities between our state and federal partners.

l) **MPO 101**
   The MPO 101 course provides an overview of the functions of the metropolitan planning organization for elected officials, members of the IRTC, and the general public. In 2018, staff will again travel to numerous Local Public Agencies to offer continuing education on strong federal funding applications through training and materials.

m) **Discretionary Grant Applications**
   As new opportunities become available, staff will spend time developing applications seeking additional funds for various regional transportation initiatives.

n) **Professional Development, Training, Peer Exchange, & Conferences**
   MPO staff will take advantage of opportunities for professional development including training workshops and conferences. FHWA, FTA, and INDOT workshops, statewide and national conferences, and other transportation-related professional development opportunities are be among the tools that will be utilized in 2018.

o) **Youth Outreach, Internship, & Assistantship Program**
   The Indy MPO has had summer interns since 2013, which has benefited both the Indy MPO and the university students who have taken part. In 2017 and 2018, the MPO will have its first Graduate Assistant, which costs about the same but offers additional benefits to both the MPO (in continuity and additional time) and the students who take part (in the form of a partial tuition waiver). MPO staff will also expand efforts to promote awareness of planning and regionalism, and to create engagement opportunities for younger high school and junior high school students, particularly within ethnically and economically diverse communities.
p) **Strategic Planning & Implementation**
In response to frequent inquiries from members and partner organizations about regional collaboration and the scope of the MPO – perhaps a direct result of the MPO’s success leading Indy Connect and Regional Development Authority partnerships – the MPO is utilizing a strategic planning process to better understand issues that are impacting the region and could limit its potential. In 2018, the Administrative Committee will vote on a package of recommendations to the full IRTC Policy Committee for deliberation and debate.

q) **Internal File Structure Update & Modernization**
MPO management initiated a process to evaluate and improve the MPO’s internal file structure, which has been an issue for staff for a number of years. In 2018, the file structure will be rebuilt to reflect new standard operating procedures, and a new file management software will be implemented to foster much greater organizational efficiency.

r) **2018 Certification Review**
The Indy MPO is due for its next federal certification review in 2018. Staff will spend time responding to FHWA and FTA inquiries about MPO practices, leading to a final report of recommendations, corrections, and commendations for the organization.

s) **Regional Conference**
In 2018, the MPO will plan and host its first annual regional conference to discuss issues facing Central Indiana, and how Local Planning Agencies and their partners may coordinate to address those issues.

B. **Data Development and Geographic Information Systems (200)**

a) **Data Program Administration**
This work element provides for the overall management and policy direction for the MPO’s data program, and includes the following activities: staff training and professional development; research on data and data analysis tools for program support; responding to requests for MPO data, personnel administration; coordination activities with elected officials to guide IRTC data program involvement in the region; coordination with IRTC members to collect and manage shared transportation planning data; management of data program contracts and other administrative tasks as necessary.

b) **Software Licensing**
This work element provides for all activities involved in licensing software, software maintenance.

c) **Data, Analysis, and Modeling Strategic Plan 2018-2022**
The Indy MPO needs to make sure that as new policy initiatives such as Performance Management mature that the MPO has the analytical tools to implement those measures and enable us to forecast the impact of projects on those measures. We want a travel
demand model (TDM) that will interact effectively with our socioeconomic forecasts and uses new types of data effectively. When a TDM is not the right solution to address a particular analysis, we need new options. We especially need tools that will help the IRTC pick projects that help us meet our Performance Measures. In 2017, we hired a consultant to help us identify best practices, identify tool specification requirements for evaluating IRTC policy initiatives, and provide an evaluation of Indy MPO data resources and their adequacy for supporting existing and potential tool development. We’d like, essentially, a road map for analytical and data development for the next 5 years (through 2022). During 2018 we will begin implementation of this strategic plan, including any amendments required to this work program.

d) **Travel Demand Model Development & Maintenance**
   The staff will continue its work updating the travel demand model to fully support all affected MPO initiatives, including transit investments, congestion, performance measures, air quality emissions, and other needs that may arise. Other 2018 activities include data acquisition, information processing, and updating the mode choice models and GISDK scripts underlying the TDM. 2018 tasks will include model estimation, calibration, validation, and programming; integration with micro-simulation and enterprise GIS; and processing model outputs. We will need normal on-call model support for 2018.

e) **Socioeconomic Forecasting**
   The MPO will continue to explore methodologies, data, and software packages that allow for the evaluation of the impact of transportation projects on regional economic and land use systems. This activity includes the acquisition, collection and maintenance of several data sets, including existing land use, zoning, housing permit activity, employment, and population data. The Indianapolis MPO will work to provide the results of this task’s activities to interested community members to ensure that forecasts are properly vetted and seen as reasonable and useful by the community.

f) **Pavement Management Initiatives**
   In 2015 the MPO completed work on a project-based Pavement Management System (PaMS) system integrated with the MiTIP project management system. In 2017 the MPO began work to update pavement data from LPAs who collect their data outside the MiTIP system. We piloted an approach where MPO staff would process LPA data into a particular format for MiTIP import. We hope to extend that work to enable all LPAs provide their pavement condition data updates to MiTIP. Also in 2017, the MPO and the City of Indianapolis Department of Public Works (DPW) partnered to collect pavement condition data for major thoroughfares in Marion County. The effort to move that data in the MiTIP application may extend into 2018. In 2018, MPO will continue to work to encourage all local IRTC members to use that system to support their own pavement management work. MPO will continue with the effort to put procedures in place to support the use of federal, state, and local transportation funds for use in road preservation efforts. One data activity that needs to
occur is the collection of pavement type and maintenance and construction history for all segments in the metropolitan area. This is a necessary and important part of any PaMS. In 2017 we began collecting classification counts to identify areas of heavy truck traffic. We’ll need to narrow down the roads we can measure in 2018, perhaps by using the freight study to identify important links and intersections.

g) **Performance-Based Planning, Programming and Tracking**
The Data section will work with Transportation Improvement Program and Long Range Planning staffs to continue providing data supporting the MPO’s LRTP performance measures.

h) **Performance Measure Metric Data**
The staff will continue licensing online customer travel data and analytical reports collected by cell phone and GPS device providers. All data has been stripped of the identify information for individual users. These data include records of the origin and destination of trips (aggregated by Traffic Analysis zones and Districts) and trip waypoints on selected segments and corridors (travel routes). We intend to use this data to support our travel demand modeling efforts and as an input into future performance measures and congestion management efforts.

We will continue to license, process and use commercially provided speed data sets to support system performance measures and travel demand model calibration. The principal data source is the National Performance Management Research Data Set (NPMRDS) provided by FHWA. Because the data for the NPMRDS program is now being supplied by INRIX and the existing links between our model network and the NPMRDS were established using HERE data link ids, we will need to reestablish new NPMRDS/Model Links using INRIX IDs. Because our NHS system has been reduced in scope, we may have to acquire additional INRIX data to supplement the NPMRDS for the purpose of developing non-NHS regional performance measures. We will explore the possible assistance of the NPMRDS community, Purdue University, and Caliper Corporation in processing the NPMRDS data effectively.

i) **Vehicle Counts by Vehicle Classification Type, Bicycle, and Pedestrian Counts**
The Data Section will acquire vehicular traffic counts for road segments modeled in the Indianapolis travel demand model, roads identify in the Congestion Management Process, roadways improved using federal funds and roadways and/or intersections identified by the MPO or its planning partners in other traffic studies. Acquire traffic counts for non-motorized vehicles (e.g. bicycles) and pedestrians to support the implementation of the MPO’s Complete Streets initiative. MPO will continue to provide any relevant data collected to support the FHWA Highway Performance Management System (HPMS), or that program’s successor, to INDOT.
j) **Congestion Management Process**

The Congestion Management Process will be an important part of the 2045 LRTP execution. Working with our Data section, congestion measures will be identified and analyses performed in the Travel Demand Model. This process will be incorporated into the development of both the LRTP and the IRTIP for project evaluation.

k) **Air Quality Analysis**

We intend to continue our work on project-specific emissions estimates using MOVES emissions rates for use in evaluating IRTC project submittals for the Congestion Management and Air Quality (CMAQ) program. We will continue providing air quality emissions estimates to ensure conformance of the Long Range Transportation Plan and other needs that may arise.

l) **Smart Cities Regional Data Portal – Spatial Data Component**

Indy MPO staff will continue work that began in 2017 to develop a regional data portal to support a Smart Cities initiative for IRTC members. This task would involve the development of the spatial data components of the portal.

m) **Spatial Data Management Policy**

Indy MPO staff will continue work that began in 2017 to develop and use a data management policy that makes finding and using our best data easy for Indy MPO staff, the IRTC, and the general public. This policy will also help the Indy MPO make the best use of limited data storage.

n) **Traffic Safety Data Audit**

In 2017 we contracted with The Corradino Group to identify and correct the Latitude and Longitude locational coordinate attributes for fatal and serious injury crash records downloaded from the AERIES state crash data site. We contracted for cleanup of records for the years 2012 through 2017. There are between 15,000 and 20,000 records involved. This contract extends to the end of 2018.

C. **Programming (300)**

a) **IRTIP Program Administration**

The dynamic and time sensitive nature of the IRTIP requires continual monitoring and updating of its projects, processes and procedures. Senior staff will administer all overall programming functions to ensure full use of all federal resources made available to MPO and its member LPAs consistent with Federal and State regulations and Planning Emphasis Areas. In addition, staff will work with FHWA, FTA, INDOT and our LPAs to insure that the current IRTIP responds to changing policies and projects in a timely manner.
b) **Annual Call for Projects**

Having a consistent schedule for project calls will allow LPAs to better anticipate and plan for project application submissions. In addition, annual calls for projects allow illustrative projects to begin moving through the project development process providing flexibility in the program as other project schedules change. As a result, MPO will issue an annual call for projects each October 1st in each federal funding program the MPO administers when funds are projected to be available. The annual call for projects will result in a prioritized list of illustrative projects that can quickly move into the IRTIP as needed.

c) **IRTIP Maintenance & Amendments**

The current IRTIP requires continual monitoring and updating as projects develop and as federal funding fluctuates. Keeping the IRTIP up-to-date with the best information available is vital to advancing the region’s transportation interests in the most efficient and effective way possible. Staff will process quarterly amendments as well as administrative amendments and modifications as necessary. Staff will also reassess annually the 5-Year Spending Plan required by INDOT for use of Prior Year Balances.

d) **Project Cost Estimation & Improved Project Schedules**

Given the focus on project delivery and obligation of annual allocations, it is critical that project cost estimates and schedules are developed using a consistent and realistic methodology. MPO staff will continue the consultant contract evaluating current cost estimating procedures and recommend/develop a consistent cost estimating process across all project types for use by the MPO’s Local Public Agencies that utilizes sound planning and engineering principles.

e) **Continuing Maintenance of MiTIP**

The MPO over the last several years has greatly improved the accuracy of our program data and increased the efficiency of the TIP business process through the use of our on-line TIP database known as MiTIP. The MPO continues to refine MiTIP with the eventual goal being a fully automated TIP development, management and reporting system. MPO staff will continue to work with EcoInteractive to refine the MiTIP database and move forward with implementation of additional features for use by the MPO’s local public agencies. Staff will also refine business processes to better reflect the use of MiTIP as it changes.

f) **Quarterly Tracking**

Staff established a quarterly tracking process in 2012, developed a MiTIP Quarterly Tracking feature and adopted a Quarterly Project Tracking Policy in 2014. Staff will continue to administer the process consistent with the adopted Policy. Quarterly tracking will be refined as needed and incorporated into the MiTIP process, all of which will be coordinated with INDOT, FHWA and our LPAs.
g) **Project Solicitation & Selection Process Refinement**
As planning regulations are established from MAP-21 and the FAST Act and performance measure requirements become known, MPO staff and the IRTC will work in cooperation to review selection criteria and administer the project selection process. The review and possible revisions to the process could include all four funding programs the MPO administers (STBG, TAP, CMAQ and HSIP). Staff will also work with the Long Range Planning section of the MPO to examine and refine relationships between long range and short range project selection methods and performance measures.

h) **Performance Measures & Target Setting**
The programming staff will work with the Data and LRTP Sections to reflect and incorporate where appropriate, performance measure and targets into the programming process.

i) **Project Evaluation Review**
Building upon previous work, staff will review project applications after letting and construction to evaluate accuracy. The goal will be to identify and ultimately correct any recurring estimation issues.

j) **ADA Transition Plans Part II Support**
The MPO is continuing to document and track LPA’s Americans with Disabilities Act Transition Plans. This has been and continues to be a planning emphasis area in the state and nation. Staff will continue to monitor INDOT and Federal procedures related to ADA Transition Plans and look at incorporating ADA into the project development process.

k) **Complete Streets Policy Monitoring**
Programming staff will administer the MPO’s Complete Streets Policy and as necessary, convene the Complete Streets Task Force to review projects and make recommendations to the IRTC in accordance with MPO’s Complete Streets policy. MPO staff will monitor the policy’s impact on motor vehicular flow, congestion, and on pedestrian and bicycle mobility.

D. **Long Range Transportation Plan, Air Quality, & Freight (400)**

a) **LRTP Program Administration**
The MPO’s Long Range Transportation Plan requires regular maintenance concerning project schedules, air quality conformity issues and determinations, and other planning efforts including freight and congestion management. Though the Indianapolis MPO is not required to show conformity for Ozone and/or Particulate Matter, we still run MOVES when amending or updating the LRTP.

b) **2045 LRTP Amendments & Air Quality Conformity**
The 2045 LRTP is anticipated to be approved in December 2017. During 2018 the MPO will work with its planning partners to identify any 2045 LRTP amendments necessary... Any amendments made after May 2018 will need to comply with new performance measures
requirements. Air quality conformity will continue to be measured with no reporting requirements.

c) **2045 LRTP After Action Report**
Work will continue in 2018 on the MPO’s performance-based long range transportation plan via an “after action report”. A consultant contract will support MPO staff in identifying what went well, what didn’t, and suggestions for the next LRTP update. Activities may include conducting interviews with LRTP Steering Committee members, stakeholders, and/or others, to be determined.

d) **Traffic Safety Education Campaign**
With the assistance of a public relations consultant, this will be marketing/messaging/promotional campaign to educate all users of our transportation facilities – drivers, bicyclists, and pedestrians.

e) **Regional Vision Zero Tool Kit**
With the potential assistance of a consultant and/or IRTC Committee, the MPO will develop a tool kit our members can use for a variety of different strategies related to Vision Zero.

f) **Performance Measures & Target Setting**
Consultant assistance (see 400C) to provide technical support in establishing target setting and monitoring process led by MPO staff.

g) **Smart Infrastructure / Intelligent Transportation Systems Infrastructure Update**
As technology changes, MPO staff will stay up to date on connected and/or autonomous vehicle technology. Will also include an update to the existing ITS plan as needed.

h) **Regional Centers**
Regional transportation is driven in part by activity centers that are small in area but large in transportation impact. As part of the 2045 LRTP process, activity centers and employment clusters were identified and used in project screening. In 2018, MPO staff will carry this planning work forward, conducting peer research on regional centers/activity centers and understanding how the small area/high activity areas can be tied into the MPO planning and programming efforts.

i) **Scenario Planning**
Assist the MPO staff in evaluating the types of scenarios to be evaluated in the next LRTP update. Determine whether to pursue land use scenarios as discussed with the steering committee and/or focus on investment scenarios as with the current plan. A consultant contract will support the MPO staff in reviewing issues regarding the role of the MPO and the purpose and use of the LRTP in addressing these issues, recognizing that investment planning is fundamental and is a direct MPO function. Results of the MPO’s TDM Strategic Plan will help guide this task.
j) **Freight Planning**
Responding to the freight focus in MAP-21, staff will continue to work with INDOT and local planning agencies on the coordination and development of freight strategies, including the outcomes of the Regional Freight Plan completed at the end of 2015. Special emphasis in 2018 on the National Truck Network.

k) **Autonomous Vehicle Program**
The future of autonomous and connected vehicles is unknown but will require transportation planners to stay up to date on innovations and implementation.

l) **Functional Classification System, National Highway System, & National Truck Network Maintenance**
The updates of the FCS, NHS, and NTN were completed by MPO staff in 2014/2015. 2018 tasks will include maintaining the FCS for our local communities, and provide any support necessary for the new NTN.

E. **Multi-Modal (Transit & Active Transportation) (500)**

a) **Multimodal Program Administration**
MPO Long Range Planning staff efforts include a strong emphasis on developing a regional transit system with rapid transit service, as well as a robust bicycle and pedestrian network. This work element provides for the overall management and policy direction for the MPO’s Multimodal program, and includes the following activities: staff training and professional development; research on best practice and tools for program support; responding to requests from LPAs; personnel administration; coordination activities with elected officials to guide multimodal program involvement in the region; management of Multimodal program contracts and other administrative tasks as necessary.

b) **Regional Walkways Report**
MPO Long Range Planning staff efforts include a strong emphasis on developing a regional transit system with rapid transit service, as well as a robust bicycle and pedestrian network. This work element provides for the overall management and policy direction for the MPO’s Multimodal program, and includes the following activities: staff training and professional development; research on best practice and tools for program support; responding to requests from LPAs; personnel administration; and coordination.

c) **FTA 5309 Grant Application Support**
MPO staff will assist IndyGo with the preparation and submission of federal funding (Fixed Guideway Capital Investment Grant, Section 5309) applications for the Purple and Blue Lines. Optimal timing for entry into the Federal Transit Administration’s Project Development program is dependent on several factors, including when and whether Indianapolis City-County Council adopts a dedicated transit tax in 2017. MPO staff will work in cooperation
with IndyGo, CIRTA, and applicable LPAs to assess whether timing is right; in 2017, MPO staff may assist in preparing to submit New Starts / Small Starts project development applications.

d) **Transit Planning & Public Outreach**
Continuing the work to educate and inform central Indiana residents on the benefits of an expanded transit system, MPO staff will be involved in numerous ongoing public outreach efforts related to Indy Connect.

e) **Bicycle Planning Support (including Pedal & Park)**
MPO staff will support regional bicycle planning efforts. This work element also includes the Pedal & Park program. This program provides free, supervised parking for bicycles and rollerblades at public events in Central Indiana to encourage the use of non-motorized transportation alternatives, promote use of trails and greenways, and dispense relevant recreational and transportation literature.

f) **Bikeways Plan**
The MPO will do a majority of the Regional Bikeways Plan in 2018. Staff will be working with LPAs to update plan information and create a comprehensive database of existing facilities and planned bikeway projects throughout the region.

g) **Transit Oriented Development Studies**
The MPO may study economic impacts related to the Indy Connect plan, including the effects of transit oriented development. This work would build upon the regional TOD strategic plan, which was completed in 2014.

h) **Transit Impact Studies**
The Indy MPO will work with vendors to document conditions around the Marion County Transit Plan’s bus rapid transit corridors – the Red Line, the Purple Line, and the Blue Line – before and during construction. This information will create baseline data for an “after study,” which the MPO will initiate a few years after the new system is built out.

**F. Other Planning Initiatives & Studies (600)**

a) **Local Planning Study Support / Planning Call for Projects List**
MPO staff will be available to help local planning agencies with data needs, technical assistance, and intra-regional coordination.

b) **Planning Assistance Program**
MPO interns and staff will be available to help local planning agencies with data needs, technical assistance, and intra-regional coordination. Additionally, the MPO will launch a more specific planning assistance program in Spring 2018, where Local Public Agencies will be able to request staff assistance with simple but time-consuming tasks like counts and inventories.
c) **Regional Development Authority**  
MPO personnel will staff to the Regional Development Authority. No federal transportation grant funds will be used for RDA staff time, and local match will come directly from the four communities in the RDA (Westfield, Carmel, Indianapolis, and Greenwood).

d) **IndyGo Transit Asset Management Plan**  
IndyGo will begin to update their transit asset management plan in 2018.

e) **CIRTA Volunteer Transportation Coordination Program**  
Many area agencies have no local transportation assistance once their programs cease daily operations; furthermore, most of these programs have significant unmet need. This ALI funds research and program development for a new volunteer transportation coordination program in Hamilton County, which could serve as a model for other agencies within Central Indiana and the rest of the State.

f) **CIRTA Economic Improvement District & Strategic Planning Work**  
CIRTA completed its Strategic Plan update in May of 2017. The Plan identified a number of initiatives that may require further study or staff/consultant effort, including the completion of a Policies and Procedures Manual, and assessment of Economic Improvement Districts as possible funding sources for an expanded Workforce Connector program.

g) **Northeast Down Transit Study**  
IRTC members will take advantage of opportunities for professional development through including training workshops.
### Appendix A: Activities Summary Table

#### 2018 Indy MPO Unified Planning Work Program

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#### Project Breakdown

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#### Grand Total

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*Planning Emphasis Areas (PEAs)*

**For UPWP Display Purposes Only - Not necessarily using federal planning (PL) funds**

* 2018 Planning Emphasis Areas (PEAs)

- FHWA\(\)Implementing National Performance Measures
- FHWA\(\)Real-time Program Management

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25
### Appendix B: Indianapolis Regional Transportation Council

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<th>Jurisdiction</th>
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</tr>
<tr>
<td>Southport, City of</td>
<td>Mayor</td>
<td>Consultant</td>
</tr>
<tr>
<td>Speedway, Town of</td>
<td>Town Manager</td>
<td>Street Commissioner</td>
</tr>
<tr>
<td>Spring Lake, Town of</td>
<td>(declined to participate)</td>
<td></td>
</tr>
<tr>
<td>Westfield, City of</td>
<td>Mayor</td>
<td>Director of Public Works</td>
</tr>
<tr>
<td>Whiteland, Town of</td>
<td>Town Manager</td>
<td>Director Planning &amp; Zoning</td>
</tr>
<tr>
<td>Whitestown, Town of</td>
<td>Town Planner</td>
<td>Public Works Director</td>
</tr>
<tr>
<td>Zionsville, Town of</td>
<td>Mayor</td>
<td>Street Superintendent</td>
</tr>
</tbody>
</table>
Appendix C: Indianapolis MPO-CAMPO-MCCOG Memorandum of Understanding

MEMORANDUM OF AGREEMENT
BY AND BETWEEN
THE COLUMBUS AREA METROPOLITAN PLANNING ORGANIZATION
AND
THE INDIANAPOLIS DEPARTMENT OF METROPOLITAN DEVELOPMENT
AND
THE MADISON COUNTY COUNCIL OF GOVERNMENTS

In furtherance of mutually beneficial efforts that support the federal “3C” planning process (cooperative, continuing, comprehensive), and a planning effort that transcends sub-regional boundaries, this agreement replaces the March 2006 Agreement between the three central Indiana Metropolitan Planning Organizations (MPOs) to insure transportation planning coordination. The Columbus Area Metropolitan Planning Organization, herein after referred to as CAMPO; the Indianapolis Department of Metropolitan Development (the designated MPO for the Indianapolis Urbanized Area) herein after referred to as the IMPO; and the Madison County Council of Governments, herein after referred to as MCCOG; agree to coordinate and carry out their planning activities cooperatively so that planning products of the greater regional metropolitan area reflect consistency with best practices and with broader central Indiana goals for air quality and transportation. Areas of coordination, cooperation and consultation between the CAMPO, the IMPO, and the MCCOG are enumerated below:

General

1. Each MPO will 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. Each MPO will cooperate in public participation efforts on plans and on projects of greater central Indiana regional significance.

3. Each MPO will participate, if they desire, as ex-officio members, in the transportation planning process of the other through technical committee memberships, and involvement in regional corridor, subareas, major investment studies, management system development and other studies and plans of central Indiana regional significance.

4. The MPOs agree to meet at least once 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. This date shall be determined annually by the MPOs.

Planning Areas & Funding

5. Urbanized Area boundaries (UZA) are 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.

6. 2010 Census Urbanized Areas
a. The UZA for the Anderson Urbanized Area was changed by the 2010 Census resulting in areas long served by the MCCOG being included in the Indianapolis Urbanized Area. An agreement was reached between the MCCOG and the IMPO as to the realignment of those boundaries that reassigned those areas to the MCCOG. The areas noted were included in the adjusted UZA boundaries for each MPO in 2013 and approved by FHWA on 1/25/13.

b. In 2010, the IMPO's Metropolitan Planning Area (MPA) was expanded to include the two townships that encompass the Town of Edinburgh in Johnson and Shelby Counties. The town is part of the Columbus UZA and sits on the borders of Johnson, Shelby, and Bartholomew Counties. This expansion removed the CAMPO from the central Indiana air quality conformity process. The UZA for the Columbus Urbanized Area was changed minimally by the 2010 Census in terms of area formally under their planning jurisdiction.

7. The UZAs and MPAs, as described in number 6(a) and (b) above, for the three MPOs were approved by Federal Highway Administration and the Indiana Department of Transportation in 2013. Funding for each of the three MPOs will be in accordance with the Federal Funds Sharing Agreements and the PL Distribution formula mutually agreed to by the Indiana MPO Council, the INDOT, and the FHWA except as follows:

a. The MCCOG will receive the Sharing Agreement funds for the Census defined UZAs that were agreed to and approved in 2013 (see attached Exhibit A). Any projects undertaken in this area will be the responsibility of the MCCOG to fund unless otherwise agreed to in a separate project agreement. This agreement will take effect the following state fiscal year in which it is signed. This part (7a) of the agreement can be terminated by any party (IMPO or MCCOG) with a thirty (30) day written notification to the other two parties.

b. For the two townships in Johnson/Shelby counties, IMPO will continue to perform applicable air quality conformity determinations. Any projects undertaken in this area will be the responsibility of the CAMPO to fund unless otherwise agreed to in a separate project agreement. This part (7.b.) of the agreement can be terminated by any party (IMPO or CAMPO) with a thirty (30) day written notification to the other two parties.

Unified Planning Work Program

8. Consult in the development of Unified Planning Work Programs (UPWP) and mutually agree to work collectively on planning projects where possible. The MPOs will consult with each other during the development of their UPWPs.


Modelling

10. 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.


12. Share trip tables and travel demand model assumptions.

FINAL
13. Consult in the development of enhanced travel demand models.

14. Share model validation data, including MPA line traffic count data and traffic count data at the external boundaries of the other agencies' model.

**Transportation Plan**

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

16. Develop alternative networks that include appropriate central Indiana strategic connectors.

17. 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. Plan amendments and updates will require a coordination meeting or conference call at the initiation stage of the process. If further coordination is needed the MPOs will setup a schedule for the process.

**Other Related Planning Efforts**

18. 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.

19. Develop alternative networks that include appropriate central Indiana strategic connectors and statewide connectors.

20. 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**

21. Consult in the development of TIPs, concerning central Indiana regional issues.

22. Share information regarding proposed construction schedules of projects and their impacts across the MPA boundary lines within the central Indiana nine county area.

23. 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). This agreement will continue in place, 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.

FINAL
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.

24. 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.

25. Consult on a common set of assumptions used in the mobile emissions model in each area or the central Indiana area.

26. 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.

27. 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 between 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

Indianapolis Department of Metropolitan Development

Madison County Council of Governments

APPROVED AS TO LEGAL FORM AND LEGAL ADEQUACY THIS ______ DAY OF ______, 2015.

Christopher Steinmetz, Assistant Corporation Counsel
Exhibit A

The Urbanized Areas (UZAs) of Indianapolis and Anderson were changed by the 2010 Census. Areas in Madison and Hancock Counties long served by MCCOG were included in the Indianapolis UZA. Through the process of establishing new Metropolitan Planning Areas (MPAs) and updating UZAs, an agreement was reached between MCCOG and IMPO to reassign those areas to the MCCOG. This change was approved by FHWA and INDOT in 2013.

The map below shows the areas defined by the 2010 Census as part of the Indianapolis urbanized areas located in southwestern Madison county, and the town of Fortville in Hancock County. See the dark red areas surrounded by light blue in the map below.
There are approximately 9,289 people living in the Indianapolis urbanized area being served by MCCOG. This following Table 1 shows the population numbers for the area.

<table>
<thead>
<tr>
<th>Table 1 Population Breakdown</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indianapolis UZA Population (2010 Census)</td>
</tr>
<tr>
<td>Pop of Indy UZA in Anderson UZA</td>
</tr>
<tr>
<td>% of total UZA population</td>
</tr>
</tbody>
</table>

Table 2 below shows the amount of transportation funds MCCOG shall receive from the IMPO. This amount will vary depending upon the Annual Sharing Agreement and the Annual PI Distribution, but should amount to no more than .62% of allocation.

<table>
<thead>
<tr>
<th>Table 2 Annual Partial UZA Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Category</td>
</tr>
<tr>
<td>----------------</td>
</tr>
<tr>
<td>STP Group 1</td>
</tr>
<tr>
<td>HSIP</td>
</tr>
<tr>
<td>CMAQ</td>
</tr>
<tr>
<td>TAP</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

*The dollar figure changes as the annual allocation changes but amounts to no more than .62% of annual allocation of HSIP, CMAQ, STP and TAP.
Appendix D: INDOT-MPO-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 1996 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1981 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 citizen 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.

<table>
<thead>
<tr>
<th>Town of Arcadia</th>
<th>Town of Fishers</th>
<th>Town of New Palestine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town of Atlanta</td>
<td>City of Franklin</td>
<td>City of Noblesville</td>
</tr>
<tr>
<td>Town of Avon</td>
<td>City of Greenwood</td>
<td>Town of Pittsboro</td>
</tr>
<tr>
<td>Town of Bargersville</td>
<td>City of Greenwood</td>
<td>Town of Plainfield</td>
</tr>
<tr>
<td>City of Beech Grove</td>
<td>Hamilton County</td>
<td>Shelby County</td>
</tr>
<tr>
<td>Town of Bethany</td>
<td>Hancock County</td>
<td>City of Southport</td>
</tr>
<tr>
<td>Boone County</td>
<td>Hendricks County</td>
<td>Town of Speedway</td>
</tr>
<tr>
<td>Town of Brooklyn</td>
<td>City of Indianapolis</td>
<td>Town of Spring Lake</td>
</tr>
<tr>
<td>Town of Brownsburg</td>
<td>Johnson County</td>
<td>City of Westfield</td>
</tr>
<tr>
<td>City of Carmel</td>
<td>City of Lawrence</td>
<td>Town of Whitefield</td>
</tr>
<tr>
<td>Town of Cicero</td>
<td>Town of McCordsville</td>
<td>Town of Whitestone</td>
</tr>
<tr>
<td>Town of Cumberland</td>
<td>Town of Mooresville</td>
<td>Town of Zionsville</td>
</tr>
<tr>
<td>Town of Danville</td>
<td>Morgan County</td>
<td></td>
</tr>
<tr>
<td>Town of Edinburgh</td>
<td>Town of New Palestine</td>
<td></td>
</tr>
</tbody>
</table>

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
- Avon Town Manager
- Bargersville Town Manager
- Beech Grove Mayor
- Boone County Commissioner
- Brooklyn Clerk/Treasurer
- Brownsburg Town Manager
- Carmel Mayor
- Cicero Planning Director
- Cumbresville Town Manager
- Danville Town Manager
- Fishers Town Manager
- Franklin Mayor
- Greenfield City Engineer
- Greenwood Mayor
- Hamilton County Commissioner
Hancock County Commissioner
Hendricks County Commissioner
Indianapolis Mayor
Johnson County Highway Director
Lawrence Mayor
McCordsville Town Manager
Moorestown 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
Whitefield Town Manager
Whitestown Utility Manager
Zionsville Town Council Member

Partner Agency Representation
IndyGo President and CEO
CIRTA 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 Clark/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
CIRTA 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 (RTC) 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 (RTC) Policy Committee approval in accordance with the MPC’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 online 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 (TIF) 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 MPCs. 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 (IRTP) Technical or Policy Committee meetings. The District Capital Program Manager will attend the IRTP 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 freeze 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 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.
Indianapolis Public Transportation Corporation (IndyGo)

[Signature]  
President and CEO  
Date 7-2-14

Indiana Department of Transportation

[Signature]  
Chief of Staff  
Date 7-8-14

Indianapolis Department of Metropolitan Development

[Signature]  
Director  
Date 7-11-14
August 4, 2010

The Honorable Gregory A. Ballard
Mayor, City of Indianapolis
2001 City-County Building
240 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).

By 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 72 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 (CAMPPO), the Columbus MPO. Resolution # 04-16 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 Mitch 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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Further, in response to your February 24, 2010 letter and as a result of the approval actions of the JETC 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
Appendix E: FTA Civil Rights Assurances

DEPARTMENT OF TRANSPORTATION

TITLE VI ASSURANCE

The Indianapolis Department of Metropolitan Development (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-4 to U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations and other pertinent directives, no person in the United states shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including Federal Transit Administration, and HEREBY GIVES ASSURANCE it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 2.7(a) of the Regulations.

More specifically and without limiting the above general assistance, the Recipient hereby gives the following specific assurances with respect to its Section 5303 Planning Program:

1. That the Recipient agrees that each "program" and "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the Section 5310 Planning Program and, in adapted form in all proposals for negotiated agreements:

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-4 to U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.
3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to this Act and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structure, or improvements thereon or interest therein.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Section 5303 Planning Program; and (b) for the construction or use of, or access to, space on, over, or under real property acquired, or improved under the Section 5303 Planning Program.

8. That the Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

9. That the Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations and this assurance.

**THIS ASSURANCE** is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Section 5303 Planning Program and is binding on it, other recipients, subgrantees, transferees, and successors in interest and other participants in the Section 5303 Planning Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient:

[Signature]

Maury Plumbeke, Director of DMD
Division of Administration

Date: 8-8-05