

GVMC

The Grand Valley Metropolitan Council

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2025

Proposed May 2024

Submitted June 2024

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CREDIT/DISCLAIMER STATEMENT

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

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Introduction

The FY2025 Unified Planning Work Program (UPWP) of the Grand Valley Metropolitan Council (GVMC) defines federal and state transportation planning requirements and related tasks to be accomplished in and for the Grand Rapids Metropolitan Area, regardless of funding sources or responsible agencies during the Fiscal Year beginning October 1, 2024 and ending September 30, 2025. The FY2025 UPWP incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region during the fiscal year. The program provides a process for the coordination and collaboration of transportation planning activities in the study area and is required as a basis and condition for all federal funding assistance for transportation planning. The Grand Valley Metropolitan Council became the Metropolitan Planning Organization (MPO) for the Grand Rapids region in January 1992.

The UPWP includes the budget for all federally assisted transportation planning activities that will be undertaken by its Transportation Department, the Interurban Transit Partnership (ITP) and the Michigan Department of Transportation (MDOT). It must be submitted annually to the sponsoring federal agencies prior to October 1st. This is consistent with 23 CFR Subchapter E and the Infrastructure Investment and Jobs Act (IIJA) or Bipartisan Infrastructure Bill (BIL), the current federal surface transportation legislation.

The activities undertaken by the GVMC Transportation Department principally relate to overall transportation program management and fulfillment of federal requirements under current federal surface transportation legislation as well as state requirements. The priorities/activities for the GVMC Transportation Department adhere to federal and state law requirements.

The cornerstone of federal surface transportation legislation is the continuation of a performance and outcome-based program to increase accountability and efficiency in the way federal transportation dollars are spent. The intention is that, under this performance-based planning program, states/MPOs will invest resources in projects that help to achieve individual performance targets and collectively will make progress toward national goals.

Funding for all MPO activities is provided by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the MPO members on an 80/20 split. The 20% local match is required by federal law for any MPO to receive transportation planning funds. The local match assessed to the 34 participating member agencies is based on a fair share process. The agencies appoint representatives to the Technical and Policy Committees. Recommendations from these agencies are sent to GVMC, according to the Rules of Procedure. See Figures 1 and 2.

In addition to a brief description of objectives and work products, the UPWP identifies financial participation of funding agencies and responsible agencies associated with each task. In this way the UPWP becomes the basis for documenting federal, state, and local participation in the continuing, cooperative, and comprehensive GVMC transportation planning process. The UPWP is approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and is used to monitor the expenditure of FHWA Consolidated Planning Grants (CPG), which combine FHWA planning (PL) funds and FTA Section 5303 funds, as well as Congestion Mitigation Air Quality Program (CMAQ) funds, Surface Transportation Program (STP) funds, and other federal grant funds. This UPWP also serves as an indispensable management tool, enabling GVMC to manage and administer its planning responsibilities with available program revenues.

FIGURE 1: GVMC STAFFING STRUCTURE

GVMC Staffing Structure

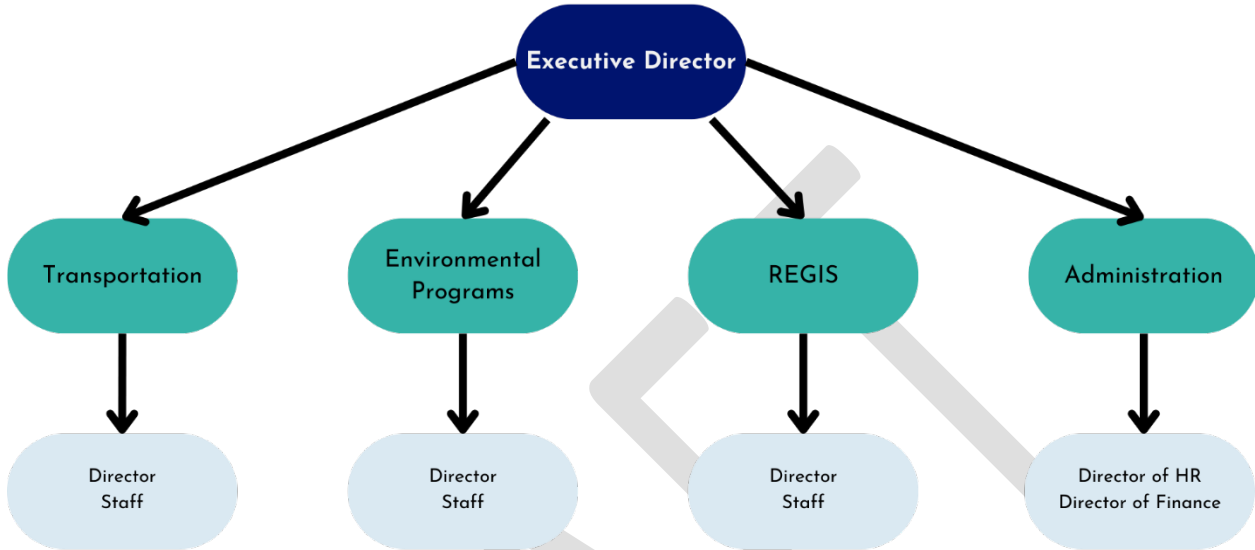
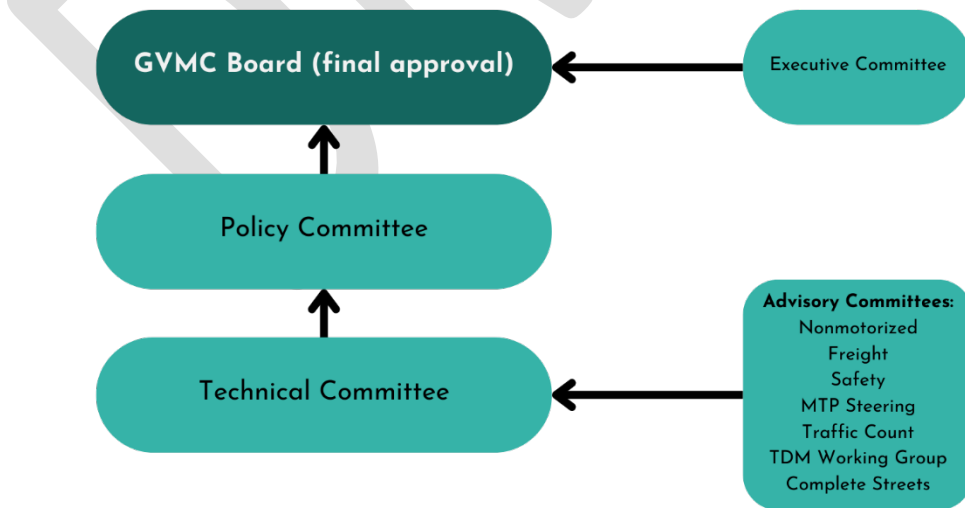


FIGURE 2: GVMC TRANSPORTATION COMMITTEES STRUCTURE

GVMC Committee Structure



ITP is a separate transit authority that has responsibility for providing public transportation. Its mission statement is "to create, offer, and continuously improve a flexible network of regional public transportation options and mobility solutions."

The regional planning study area boundaries expanded in June of 1992 to include all of Kent County and four urban townships and the City of Hudsonville in Ottawa County. This designation was consistent with the requirements of the 1990 Clean Air Act Amendments (CAAA) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA). All future transportation plans must now include the area contained within the Metropolitan Area Boundary (MAB).

GVMC and ITP coordinate activities to carry out the federally required transportation planning process within the MAB. The activities undertaken in the GVMC Program principally relate to overall program management and fulfillment of federal and state requirements, but other regionally significant activities take place with the cooperation of other participating agencies. GVMC staff provides technical assistance to member communities as needed. Coordination between other modes such as transit, rail freight, rail passenger, airport development, and nonmotorized transportation are also part of the program responsibilities.

The activities of ITP, the region's primary transit provider, target service improvements to the existing transit system as well as promotion of innovative ridesharing alternatives through the Rideshare Program.

MAP-21, which became effective October 1, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. The IIJA, which became effective November 15, 2021, continues with the same planning requirements. This work program has been developed to comply with changes regarding metropolitan planning called for in the IIJA.

In the IIJA, the metropolitan transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process. Requirements for a long-range Metropolitan Transportation Plan (MTP) and a short-term Transportation Improvement Program (TIP) continue, with the long-range plan to incorporate performance plans required by the Act for specific programs. The MTP must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. The TIP must also be developed to make progress toward established performance targets and include a description of the anticipated achievements.

The metropolitan planning program under the IIJA provides funding for the integration of transportation planning processes in the MPOs into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal metropolitan transportation plan for the MPO. Title 23 of the United States Code, section 134(h), describes Federal Planning Factors issued by Congress to emphasize planning factors from a national perspective. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation planning activities and budget are developed to address these factors and other state and federal requirements. The ten planning factors (for both metro and statewide planning) are as follows:

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

Each of these factors is addressed through various work program tasks selected for FY2025, as shown in Table 1 on page 12.

The UPWP outlines the objectives and products resulting from transportation planning work tasks, as well as anticipated task funding and estimated staff hours.

In addition to the planning factors under the IIJA, several federal and state planning emphasis areas were also considered during the development of the UPWP. These planning areas are described below:

FHWA and FTA Planning Emphasis Areas

Tackling the Climate Crisis – Transition to Clean Energy, Resilient Future

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOTs), metropolitan planning organizations (MPOs), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shifting to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

Equity and Justice⁴⁰ in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect

various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development, including affordable housing strategies and consideration of environmental justice populations.

Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies. These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long-range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environmental Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.

MDOT FY2024 MPO Planning Emphasis Areas

1. Maintenance of the new FY2023-2026 TIP
 - a. Incorporation of performance-based planning in project selection
 - b. Correct utilization of GPAs, in alignment with the guidance document (should the MPO utilize GPAs)

- c. Ensure that the public notification for TIP amendment aligns with the MPO's Public Participation Plan
2. Development of the FY2026-2029 TIP
3. Continued involvement and feedback in JobNet application enhancements
4. Continue to ensure transit projects are accurately shown in the TIP and fiscally constrained, through coordination with local transit agencies and MDOT Office of Passenger Transportation.
5. Clear identification in the UPWP of the utilization of a minimum of 2.5% of PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.
6. As needed, continue to review, evaluate, and update public participation plan (PPP) including consideration of virtual options for public participation.
7. Ensure compliance with Transportation Performance Measures (TPM) requirements, including working with MDOT on data needed to identify how MPO is working to meet adopted targets.
8. Enhanced Long Range Plan Coordination between MDOT and MPOs
 - a. Continuing coordination and collaboration between MTPs and SLRTP
 - b. Discussion of the next series of MTPs and travel demand models being adopted in the next few years. Several MPOs have MTPs that will need to be adopted between November 2026 and June 2028
 - c. SUTA is coordinating model development for the MPOs with MTPs to be adopted between November 2026 and June 2028 with the MTC4 household travel survey. This will require developing, reviewing, and approving base year socio-economic data in FY24 and FY25 depending on MTP due date.
9. Continue to focus on partnerships utilizing a continuing, cooperative, and comprehensive (3C) approach to transportation planning.
10. Participate in MDOT's TAP TMA Lean Process Improvement (LPI) and facilitate outreach and implementation of the updated process for project selection and programming.

Each of these areas is addressed through various work program tasks/subtasks included for FY2024, as shown in the tables on the following pages.

TABLE 1: FEDERAL PLANNING FACTORS – UPWP TASK MATRIX

Planning Factor UPWP Task	Economic Vitality	Increase Safety	System Security	Accessibility	Protect Environment	Integration of System	Efficiency	System Preservation	Resiliency & Reliability	Travel & Tourism
Data Management	X	X		X	X	X	X	X	X	X
Long-Range Planning	X	X	X	X	X	X	X	X	X	X
Short-Range Planning	X	X	X	X	X	X	X	X	X	X
Transportation Management Systems	X	X	X	X	X	X	X	X	X	
Rideshare	X			X	X	X	X		X	
Community Outreach	X	X	X	X			X			X
Short-Range Transit Plan Planning	X	X	X	X	X	X	X	X	X	X
Technical and Program Support		X	X						X	
Administration	X	X	X	X	X	X	X	X	X	X
Special Planning Projects	X				X				X	

TABLE 2: FEDERAL PLANNING EMPHASIS AREAS – UPWP TASK MATRIX

Planning Emphasis Area/ UPWP Task	Climate Crisis	Equity	Complete Streets	Public Involvement	DOD Coordination	FLMA Coordination	PEL	Data
Data Management							X	X
Long-Range Planning	X	X	X	X		X		
Short-Range Planning	X	X	X	X	X	X	X	
Transportation Management Systems			X					X
Rideshare	X	X						
Community Outreach	X	X	X	X				X
Short-Range Transit Planning	X	X	X	X				
Technical and Program Support		X						
Administration	X	X	X	X	X	X	X	X
Special Planning Projects	X		X					

TABLE 3: STATE PLANNING EMPHASIS AREAS – UPWP TASK MATRIX

Planning Emphasis Area/UPWP Task	TIP Maintenance and Development	JobNet Application	Transit in the TIP	Safe and Accessible Options PL Set-aside	PPP	TPM Requirements	LRP Coordination	3-C Process	TAP TMA LPI
Data Management	X					X	X	X	
Long-Range Planning					X	X	X	X	
Short-Range Planning	X	X	X	X	X	X		X	X
Transportation Management Systems	X					X		X	
Rideshare	X	X	X					X	
Community Outreach								X	
Short-Range Transit Planning	X	X	X			X		X	
Technical and Program Support			X					X	
Administration	X	X	X		X	X		X	X
Special Planning Projects	X							X	

Major Transportation Priorities

To meet surface transportation legislation requirements, address federal and state planning factors and emphasis areas, as well as focus on regional transportation priorities identified by GVMC member communities, this work program contains funding for the following work tasks.

1.0 Data Management and Analysis

GVMC will monitor and analyze area travel characteristics and factors affecting travel such as socio-economic and land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, monitoring, and evaluation, including more focus on federal performance measures, maintenance, expansion of a nonmotorized count database and collection system, and continued advancement in GIS capabilities.

2.0 Long-Range Planning

GVMC will identify transportation system planning tasks related to the development of a sustainable, safe, and accessible multimodal transportation system. Priorities include maintaining and utilizing the travel demand model for the Metropolitan Transportation Plan (MTP), maintaining and continuing implementation work related to recommendations from the 2050 MTP, identifying long-range needs, nonmotorized planning, air quality conformity, environmental justice and equity, environmental mitigation, resiliency, consultation, and more effectively linking land use decision-making, including housing considerations, and transportation planning throughout the region.

3.0 Short-Range Planning

GVMC will identify transportation system planning tasks related to short-range transportation systems planning. Priorities include maintenance/update of the FY2023-2026 TIP, development of the FY2026-2029 TIP, providing technical assistance to MPO members, freight planning, safety planning, security planning, public participation and virtual public involvement, air quality conformity, and managing the Clean Air Action Program.

4.0 Transportation Management Systems

GVMC will monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting and analyzing transportation system data, coordinating with MDOT and local transportation providers, maintenance of the congestion management process, continuing development of an asset management system, implementation and monitoring of ITS solutions as a part of operation and management requirements, and transportation demand management activities.

5.0 ITP – Rideshare

The objective of The Rapid’s rideshare program is to encourage carpooling and other modes of alternative transportation as part of a greater effort to reduce the number of single occupancy vehicles on the road.

6.1 ITP – Community Perceptions and Outreach

ITP will do research to determine the need for future transportation studies and initiatives to better serve the Rapid’s customers and community.

6.2 ITP – Short-Range Transportation Plan

ITP will update ITP’s Short Range Transportation Plan with the refinement of recommendations from ITP’s Transit Master Plan (TMP) and ITP related Transportation Demand Management Study (TDM).

6.3 ITP – Technical and Program Support

ITP will continue progress in The Rapid’s studies and evaluation of transit and other multi-modal projects, including studies relating to management, operations, safety, economic feasibility, procurement, American with Disabilities Act (ADA) regulations, Disadvantaged Business Enterprise (DBE), Equal Employment Opportunity (EEO), Title VI compliance, asset management, Federal Transit Administration (FTA) regulations and the Triennial Review process.

7.0 Program Coordination

GVMC will continue to carry out functions required to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, environmental justice, environmental mitigation, Title VI, ADA policy, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units. This task will also provide a platform to encourage and support regional cooperation and consolidation of regional transportation services.

8.0 Special Planning Studies

In response to member community feedback and new federal planning emphasis areas, GVMC will continue to lead efforts related to special regional planning studies. Priorities for FY2025 include completing the federally compliant Safety Action Plan for the entire MPO region and continuing the Kent County Area Mobility Study.

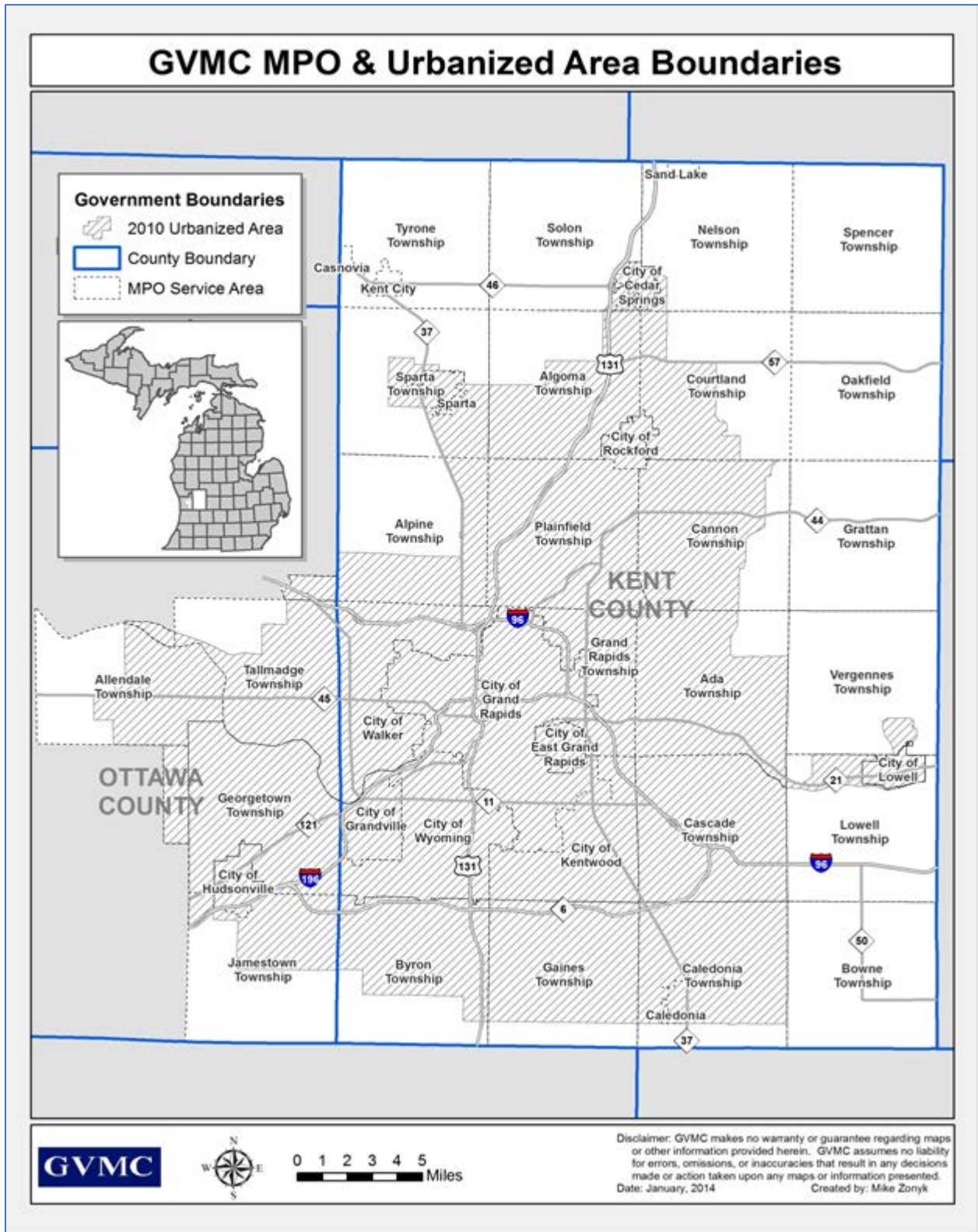
Justification for the Level of Planning Effort Designated in the UPWP

The level of planning effort for the GVMC MPO is driven by the Metropolitan Transportation Plan and operational planning needs of the various transportation operating agencies. The MTP addresses numerous state and federal requirements, among which are the IJJA, various statutes from the state and federal level, the planning process and performance-based planning and programming, the Americans with Disabilities Act, responses to Certification Findings by FHWA, and the Michigan Department of Transportation (MDOT). Staff time and resources are focused to address issues such as intermodal planning, congestion management, pavement management, safety planning, transit planning and concerns, ITS, traffic operations, freight transportation planning, environmental justice, air quality, environmental quality, nonmotorized, and needs of the transportation underserved.

The increased focus level and activities regarding these issues are the result of IJJA planning factors. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation budget is developed to address these factors and other state and federal requirements.

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FIGURE 3: GVMC STUDY AREA



Funding Sources and Estimates for FY2024 Planning Activities

All work, including MPO staff time and consultant studies listed in the UPWP, is funded by one or more of the following funding sources.

Consolidated Planning Grant Funds (also known as “CPG” or metropolitan planning funds)

CPG funds include FHWA planning grant funds (PL) and FTA Section 5303 funds. Federal planning funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments. A total of \$1,637,297 in CPG funding is budgeted for FY2024. The match is based on the 81.85/18.15 federal matching requirements.

FHWA Surface Transportation Program (STP) Funds

Federal STP funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments. A total of \$150,000 in FY2025 STP-Urban funds is budgeted for FY2025 for GVMC staff work related to research, outreach, and education related to the integration of green infrastructure in transportation projects. Also included in this work program is a continuation of the FY2024 supplemental safety action planning activities. Match 80/20.

FHWA Congestion Mitigation/Air Quality Program (CMAQ) Funds

Federal CMAQ funds can be used for up to 80 percent of a project, with a required 20 percent match typically provided by local governments. A total of \$80,000 is budgeted for FY2025. GVMC will use CMAQ funds to support the Clean Air Action Program. CMAQ monies are provided, for this fiscal year, on an 80/20 matching basis, with 20 percent of the total cost from non-federal sources.

100% Federal CMAQ Funds

Continuation of rideshare services and funding are included in the FY2025 UPWP. A total budget of \$150,000 has been allocated to support rideshare services. The funding for this program is 100% federal. ITP will utilize these funds to operate the West Michigan Rideshare program in-house.

FTA Section 5307 Grant Funds

Section 5303 funds are federal funds designated for transit planning and research activities. FTA permits the use of Section 5307 funds not designated for operating assistance to supplement other funding in support of planning activities. Up to 80 percent of federal funds can be used for a project. Section 5307 funds must be matched with a 20 percent non-federal share. For FY2025 \$260,800 is budgeted from Section 5307. Section 5307 funds must be matched with a 20 percent non-federal share. Matching funds will be provided from MDOT funds for planning work.

Michigan Transportation Fund (MTF) Program Funds

A total of \$24,000 of MTF program funds are budgeted for FY2025. MTF funds are provided at 100% by the state.

Local matching funds

All federal grant funds require at least an 18.15 percent non-federal match. The MPO receives funding from member jurisdictions on a proportionate fair share basis using population distributions published by the most recent decennial census and lane miles as defined by the national highway functional classification network approved by MDOT and FHWA. The Grand Valley Metropolitan Council MPO

members will provide local match funds of \$420,566 for the related MPO activities specified in this document.

TABLE 4: FY2025 REVENUES

	FY2024 State/Federal	Local/State Match	Total
CPG (GVMC)	\$1,637,297	\$340,608	\$1,977,905
STP-Urban (GVMC)	\$150,000	\$37,500	\$187,500
CMAQ (GVMC)	\$80,000	\$20,000	\$100,000
MTF (GVMC)	\$24,000	\$0	\$24,000
GVMC Subtotal	\$1,891,297	\$398,108	\$2,289,405
5307 (ITP)	\$260,800	\$65,200	\$326,000
CMAQ (ITP)	\$150,000	\$0	\$150,000
ITP Subtotal	\$410,800	\$65,200	\$476,000

TABLE 5: FY2024 REVENUES ASSOCIATED WITH WORK CONTINUING IN FY2025

	FY2023 State/Federal	Local/State Match	Total
STP (GVMC)	\$150,000	\$37,500	\$187,500
Total	\$150,000	\$37,500	\$187,500

1.0 Data Management and Analysis

GVMC will monitor and analyze area travel characteristics and factors affecting travel such as socio-economic and land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, monitoring, and evaluation, including more focus on federal performance measures, maintenance, expansion of a nonmotorized count database and collection system, and continued advancement in GIS capabilities.

TABLE 6: DATA MANAGEMENT AND ANALYSIS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$273,679	Person Weeks	47
GVMC Local Match	\$60,688	Salaries	\$68,613
		Fringes	\$25,387
		Direct Cost	\$122,500
		Indirect Cost	\$92,967
		Contractual CPG	\$24,900
Total	\$334,367	Total	\$334,367

Activities

Demographic and Economic Projections

Objectives | Procedures | Tasks

- Monitor community development; collect demographic, employment, and development information; and maintain up-to-date Traffic Analysis Zone (TAZ) records.
- Collect land use plans throughout the MPO to update any changes that may be occurring at the local level that impact the growth rates for the transportation system.
- Provide information to local units of government officials and the public as requested.
- Provide data to the travel demand model.

Multimodal Volumes and Physical Conditions

Objectives | Procedures | Tasks

- Monitor existing traffic volumes on the federal aid roadway system throughout the GVMC study area for use in project development in accordance with the Planning and Environmental Linkages (PEL) process.
- Schedule traffic data collection, provide technical assistance, and store and maintain traffic data files using the Traffic Count Database System (TCDS).
 - Notify MDOT where traffic counts will be taken and if there is additional capacity to take additional counts.
- Aggregate, compile and store Non-Trunkline (Federal Aid/Non-Federal Aid) and local roads traffic count data collected throughout the year by local agencies in preparation for said data to be submitted to MDOT on an annual basis for HPMS Reporting to FHWA & the 2026 MIRE FDE Requirement of count-based AADTs on all public roads.

- Be prepared for MDOT's annual Non-Trunkline and Local Roads traffic count data submittal request and respond to the request for HPMS reporting to FHWA and the 2026 MIRE FDE requirement of count-based AADTs on all public roads.
- Respond to requests from the public and the MPO members for traffic count information.
- Provide technical assistance and training to local units of government with purchasing, processing, and storing traffic data utilizing Jamar & MS2Soft software.
- Maintain and expand the nonmotorized count database and collection system and make nonmotorized count data readily available to planning partners, stakeholders, and the public.
- Use the data collected to support the development of technical analysis tools as required by the planning process.
- Investigate new and emerging data sources, vendors, and tools.
- After the U.S. Census Bureau approves the 2020 ACUB boundaries, MDOT staff will prepare informational materials and meet with each MPO in the state. These meetings will consist of jurisdictional agencies proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their MPO planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.

Transportation Geographic Information System Maintenance & Update

Objectives | Procedures | Tasks

- Update and expand the GVMC database for the Transportation Geographic Information System (TGIS), which incorporates all the transportation-related databases into a TransCAD/GIS platform.
- Verify that the data in the TGIS is current and as up-to-date as the data itself.
- Add additional information to the TGIS under this work item, such as data for the pavement and congestion management process, and other various transportation variables.
- Work with the Regional Geographic Information System (REGIS) Department to develop, build, and input all transportation data and planning tools for the Grand Rapids metro area into the REGIS system.
- Provide mapping data and manage the transportation system as a technical tool used in the planning process.
- Provide mapping capabilities for all members for use in needs studies.
- Provide mapping applications for our members and public to communicate data in a user-friendly format.

Performance Data Management

Objectives | Procedures | Tasks

- Collect and compile federal and regional performance measure data for the regional system.
- Evaluate federal and regional performance measure data for use in short- and long-term planning and programming efforts.

TABLE 7: DATA MANAGEMENT AND ANALYSIS TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Census Data Updates	As released
GIS Data Layers	Year-long activity
Maps, charts, and reports of census and TAZ data to be presented to GVMC Committees and other interested parties	As needed
Multimodal Volume Data Collection	Primarily May through October; as needed year-long
Traffic Data Report	January
HPMS Data Submittal	By April 1 st
HPMS Report	May
Multimodal volume counting supplies purchase	March-April
GIS Database Update	Year-long activity
REGIS Database Update	Monthly
Provision of data, maps, applications, reports	As needed

2.0 Long-Range Planning

GVMC will identify transportation system planning tasks related to the development of a sustainable, safe, and accessible multimodal transportation system. Priorities include maintaining and utilizing the travel demand model for the Metropolitan Transportation Plan (MTP), maintaining and continuing implementation work related to recommendations from the 2050 MTP, identifying long-range needs, nonmotorized planning, air quality conformity, environmental justice and equity, environmental mitigation, resiliency, consultation, and more effectively linking land use decision-making, including housing considerations, and transportation planning throughout the region.

TABLE 6: LONG-RANGE PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$280,294	Person Weeks	53
GVMC Local Match	\$62,154	Salaries	\$77,083
		Fringes	\$28,521
		Direct Cost	\$107,500
		Indirect Cost	\$104,444
		Contractual CPG	\$24,900
Total	\$342,488	Total	\$342,488

Activities

Travel Demand/Air Quality Modeling

Objectives | Procedures | Tasks

- Maintain the travel demand model
- Continuously increase the accuracy of the travel demand and the air quality forecasting models by maintaining the model performance measure tool(s), updating the input data with current up-to-date information, and performing validation and simulation runs.
- Use the model to monitor/analyze system performance due to the impacts of capacity-related projects and transportation investment/land use scenarios.
- Perform travel demand modeling tasks associated with the implementation of the 2050 MTP.
- Participate in/conduct MITC-IAWG meetings, as needed, and support MDOT's air quality modeling efforts.

Metropolitan Transportation Plan

Objectives | Procedures | Tasks

- Maintain the 2050 MTP
- Continue to work to achieve progress on recommendations identified in the 2050 MTP.
- Monitor and ensure compliance with all federal performance measures.
- Improve upon Environmental Justice (EJ), equity, housing coordination, resiliency, and accessibility study efforts.
- Continue to participate in the implementation of the State Long-Range Transportation Plan.
- Involve Federal Land Management Areas, as applicable.

Land Use and Transportation Coordination

Objectives | Procedures | Tasks

- Link land use decision-making and transportation planning throughout the region in a more effective way, through monitoring the development of local land use and transportation plans and coordinating with regional partners.
- Use updated land use related socio-economic data to develop potential land use scenarios for analysis in the MTP update process.
- Through collaboration with REGIS, contribute to the maintenance of the regional zoning and future land use geodatabases.
- Work with planning partners to ensure better integration of and consistency between transportation planning and land use.
- Coordinate with regional housing officials and organizations.
- Explore the development of a housing coordination plan for the MPO area.

Active Transportation Planning

Objectives | Procedures | Tasks

- Help promote and enhance active transportation activities within the MPO planning process.
- Implement the strategies and solutions outlined in the Active Transportation Plan.
- Work with the Safety and Active Transportation Committees to develop tools and guidance to standardize user experience across the region.

Resiliency Planning

Objectives | Procedures | Tasks

- Utilize results of regional resiliency study to work with partners to develop tools and resources for implementing more resilient transportation projects.
- Update resiliency data as necessary.

TABLE 9: LONG-RANGE PLANNING TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Up-to-date regional travel demand model	Year-long activity
Participate in MITC-IAWG meetings	As needed
MTP Update/Amendment	Year-long activity
Expanded Consultation Process	Year-long activity
Expanded Environmental Justice and Accessibility Efforts	Year-long activity
Review and update Title VI, ADA, and LEP documents	As needed
Work to implement 2050 MTP recommendations	Year-long activity
Engagement and Coordination with MPO Members	Ongoing
Active Transportation Committee Meetings	As needed
Implement strategies and solutions outlined in Active Transportation Plan	Year-long Activity
Updates to resiliency data	Year-long Activity

3.0 Short-Range Planning

GVMC will identify transportation system planning tasks related to short-range transportation systems planning. Priorities include maintenance/update of the FY2023-2026 TIP, development of the FY2026-2029 TIP, providing technical assistance to MPO members, freight planning, safety planning, complete streets planning, security planning, public participation and virtual public involvement, air quality conformity, and managing the Clean Air Action Program.

TABLE 10: SHORT-RANGE PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$441,240	Person Weeks	117
Safe and Accessible Options	\$101,652	Salaries	\$204,219
CMAQ	\$80,000	Fringes	\$75,561
FY24 STU	\$150,000		
GVMC Local Match	\$155,344	Direct Cost	\$346,747
		Indirect Cost	\$276,709
		Contractual CMAQ	\$25,000
Total	\$928,236	Total	\$928,236

Activities

Transportation Improvement Program (TIP)

Objectives | Procedures | Tasks

- Develop the FY2026-2029 TIP as required by the IJA in cooperation with ITP, MDOT, FHWA, and FTA.
- Maintain and update, as needed, the FY2023-2026 TIP as required by the IJA in cooperation with ITP, MDOT, FHWA, and FTA.
- Monitor the progress of FY2025 projects throughout the year to assure that federal funds returned to the area will be spent in a timely manner.
- Continue working cooperatively toward improving upon JobNet and streamline the STIP/TIP processes.
- Continue working with local agencies and MDOT to administer the Transportation Alternatives Program.
- Review, along with Transit Authority staff, annual capital equipment and facilities needs in relation to previous and current programs, including short-range transit planning efforts.
- Participate in/conduct MITC-IAWG meetings, as needed, to ensure that TIP amendments are air quality compliant.
- Conduct Environmental Justice (EJ) analyses and consultation in support of the federal fundamental EJ principles and in accordance with the GVMC Public Participation Plan. MPO staff will review and update the Public Participation Plan, as necessary, and work to expand and improve the consultation process.
- Coordinate with Federal Land Management Areas, as applicable.

Technical Assistance

Objectives | Procedures | Tasks

- Provide technical assistance to GVMC member communities and MDOT, as requested, to improve traffic flow and safety and/or to assess the traffic impact of proposed developments on major corridors.
- Participate in Corridor Advisory Boards, WESTRAIN, and other boards/committees as requested.
- Provide trainings as requested.
- Review and respond to air quality conformity guidelines being issued by the EPA and Michigan Department of Environment, Great Lakes, and Energy.
- Produce technical memorandums and processes, as needed, that communicate how to address federal planning requirements.
- Participate, as needed, in the next phase of the US-131/I-96 Corridor (PEL) Analysis and other PEL processes that may be initiated.
- Participate in processes/studies/coordination efforts and provide technical assistance as needed related to the implementation of Airport Access Study Preferred Projects
- Participate in and provide technical assistance for other regional projects/studies including the M-37/Caledonia EA, I-96 at Fruit Ridge project development and IACR modeling, the MDOT/City of Grand Rapids study of US-131 at Wealthy Street, etc.
- Assist members with identification of and application materials for available grant funding for planning/implementation projects (notification of grant NOFOs, letters of support, data, etc.)

Clean Air Action Program

Objectives | Procedures | Tasks

- Provide public education and information regarding climate change and reduction of greenhouse mobile emissions.
- Promote educational information programs for K-12 curriculum.
- Encourage voluntary actions to help maintain seasonal ozone air quality levels and annual fine particulate matter standards in Kent and Ottawa Counties.
- Participate in the EPA Advance program for ground-level ozone and PM2.5, complete the annual advance plan update, and work to achieve the objectives of the Plan.
- Develop comprehensive outreach campaign, including contracting with media outlets to promote public education to help get the Clean Air Action message out correctly.
- Coordinate with The Rapid regarding free bus rides and the WMTOC to get notices up on the DMS signs on the highway when Clean Air Action Days are called.
- Attend community events to promote the program.
- Maintain our social media presence, the website and phone hotline.
- Rotate the display between member jurisdictions and other organizations.
- Supplement GVMC/MDOT/EGLE ongoing activities and responsibilities regarding air quality planning under the Clean Air Act Amendments of 1990 and the IJJA.

Freight

Objectives | Procedures | Tasks

- Coordinate with local officials, the area chambers of commerce and economic development organizations, and the GVMC Freight Committee to identify and monitor freight needs and routes, including first- and last-mile challenges, curb management, and delivery services.
- Utilize freight coordination efforts related to the development of the MTP to kick off the next phase of regional freight planning in the MPO area.
- Work closely with local officials and interest groups to inventory and integrate freight routes and intermodal facilities within the metropolitan area.
- Assess freight movement and reliability to comply with IJJA requirements, including performance-based planning requirements.
- Determine ways to provide freight data and information to members throughout the year, especially during project selection processes.

Public Involvement

Objectives | Procedures | Tasks

- Investigate new ways to improve and expand outreach to underserved communities and the public at large.
- Continue to work to integrate virtual public involvement (VPI) tools into the overall public involvement process and finish developing a VPI plan while ensuring continued public participation by individuals without access to computers and mobile devices.
- Complete Public Participation Plan update
- Continue to expand and improve upon the consultation process.
- Maintain and update, as necessary, the Consultation Plan.

- Continue to build partnerships with organizations to help promote GVMC's planning activities and work products.
- Review and update, as necessary, the Limited English Proficiency Plan and Title VI Plan.

Safety and Security Planning

Objectives | Procedures | Tasks

- Provide for consideration of projects and strategies that will increase the safety and security of the transportation system for motorized and nonmotorized users per federal requirements.
- Analyze safety on the regional transportation network.
- Promote road safety improvements targeted at the whole network that yield measurable changes.
- Investigate new and emerging safety data tools.
- Continue to monitor the Near-Miss / Location of Concern reporting tool and provide data to stakeholders on a quarterly basis
- Integrate safety considerations into the transportation planning processes at all levels.
- Continue to develop and expand transportation safety outreach campaign activities, which may include lunch and learns with a safety theme, school talks, promotional giveaways, videos, media campaigns, and resource materials.
- In coordination with MDOT, coordinate with representatives from the Department of Defense (DOD), as necessary, in the transportation planning process on infrastructure and connectivity needs for Strategic Highway Network (STRAHNET) routes and other public roads that connect to DOD facilities.
- Coordinate with local, state, and federal security agencies through the TIP and MTP development processes.

Safe and Accessible Transportation Options (SATO)

Objectives | Procedures | Tasks

- Work with planning partners to develop context-sensitive complete streets policies, guidance, programs, and tools for the MPO with the goal of increasing safe and accessible options for multiple travel modes for people of all ages and abilities.
- Utilize Complete Streets Working Group to guide complete streets planning activities.
- In coordination with partners, develop and implement Complete Street Audit procedures and demonstration project program.

Supplemental Safety Action Planning

Objectives | Procedures | Tasks

Staff work on safety action planning to support and enhance the regional safety action plan – potential activities include:

- Development of a safety sub-plan/report focused on accessibility for individuals with disabilities or a more in-depth dive into transit safety
- Additional safety data analysis to inform RSAP
- Other applicable tasks requested by safety planning partners, as possible

TABLE 11: SHORT-RANGE PLANNING TASK/PRODUCT TIMELINE

Activity/Product	Timeline
TIP Updates	Bi-Monthly
Annual listing of obligated TIP projects	December
Update Public Participation Plan, VPI Plan, LEP Plan, Title VI Plan, Consultation Plan	As necessary/complete by early 2025
Maintain four-year FY2023-2026 TIP	Year-long activity
Participate in/conduct MITC-IAWG meetings	As needed
Performance Measures Development and Updates	Year-long activity
Policies, practices, and procedures document reflecting the new performance-based planning and programming process as required by federal legislation	Updated as needed
Trainings and technical assistance with studies, committees, etc.	As needed
Update Advance Plan	Year-long activity
Achieve objectives of Advance Plan	Year-long activity
CAA Media campaign	January-September
Promotional events	Year-long activity
Summary of activities undertaken during the previous year	September
Freight data monitoring	Year-long activity
Coordination with Freight Committee	Year-long activity, as needed
Identification and Mapping of High Crash Locations	Year-long activity
Safety goals, performance measures, targets, and monitoring	Year-long activity
Safety Outreach Campaign	Year-long activity
Security planning coordination with DOD and other security agencies	As necessary
Complete Streets working group meetings	As necessary
Development of CS resources, guidance, policy, programs, tools	Year-long activity
CS Audits and demonstration projects	Year-long activity
Supplemental Safety Action Planning Activities	Year-long-activity

4.0 Transportation Management Systems

GVMC will monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting and analyzing transportation system data, coordinating with MDOT and local transportation providers, maintenance of the congestion management process, continuing development of an asset management system, implementation and monitoring of ITS solutions as a part of operation and management requirements, and transportation demand management activities.

TABLE 712: TRANSPORTATION MANAGEMENT SYSTEMS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$261,109	Person Weeks	32
MTF	\$24,000	Salaries	\$84,286
GVMC Local Match	\$57,900	Fringes	\$31,186
		Direct Cost	\$55,833
		Indirect Cost	\$114,204
		Contractual CPG	\$57,500
Total	\$358,009	Total	\$358,009

Activities

Pavement Management Systems

Objectives | Procedures | Tasks

- Update the Pavement Management System for GVMC member agencies that covers all the federal-aid roadway system and portions of the local network.
- Provide the tools and data to prioritize resurfacing and reconstruction projects for the federal aid system.
- Coordinate with State and Federal partners on the implementation of pavement performance measures and targets.
- Metro Council replaced the Pavement Data Collection Van with updated computer hardware and software in FY2022 to ensure collection of data related to federal performance measures. Reimbursement schedule is based on a five-year depreciation timeline and included as a direct cost. See appendix B.

Congestion Management System

Objectives | Procedures | Tasks

- Update and maintain the Congestion Management Process for GVMC member agencies using the information/data collected by the GVMC, MDOT and other available sources.
- Coordinate with local units of government to develop congestion mitigation strategies and prioritize the improvements on the federal aid system.
- Review and update Intelligent Highway System (ITS) solutions/projects according to the ITS deployment plan developed for the region and evaluate ITS implementation strategies in the region.
- Participate in any updates to the regional ITS architecture and deployment plan.

Transportation Demand Management Activities

Objectives | Procedures | Tasks

- Work on implementation of TDM strategies identified in the Regional TDM Plan for planning and/or implementation in FY2025:
 - TDM Information Library
 - TDM Criteria Integrated into MPO Sponsored Plans and Products
 - Comprehensive TDM Communications Plan
 - Optimized Regional TDM Program Platform
 - Park and Ride Lot Strategy for Carpooling and Transit
 - Access to Jobs Strategy
 - Planning Equity Pass / Mobility Wallet
- Coordinate with regional partners and the TDM Working Group on the implementation of TDM strategies identified in the Regional TDM Plan.

Asset Management

Objectives | Procedures | Tasks

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

- Training Activities:
 - Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:
 - Pavement Surface Evaluation and Rating (PASER)
 - Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
 - Investment Reporting Tool (IRT)
 - Asset Management Plan Development
 - TAMC Conferences
- Inventory and Condition Data Collection Participation and Coordination
 - Federal Aid (FA) System:
 - FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.

- Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
 - Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the TAMC Policy for the Collection of Roadway Condition Data.
 - The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
 - Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
 - Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.
 - Non-Federal Aid (NFA) System:
 - NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
 - Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
 - Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
 - Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC Policy for the Collection of Roadway Condition Data.
 - Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.
- Culvert Inventory and Condition Data Collection
 - Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and

allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

- Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC Policy for Collection of Culvert Inventory and Data Condition.
- Equipment
 - Ensure rating teams have the necessary tools to complete the FA data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order. For system requirements please visit System Requirements | Roadsoft
 - Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
 - Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
 - Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.
- Data Submission
 - Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
 - Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and NFA Roads.
 - Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or program updates that are mailed with invoices.
 - Provide links on agency websites and reports to the TAMC website, interactive maps, and dashboards for the dissemination of roadway data.
- Technical Assistance
 - Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
 - Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
 - Integrate PASER ratings and asset management into project prioritization criteria:
 - Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

TABLE 8: TRANSPORTATION MANAGEMENT SYSTEMS TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Pavement management data collected by staff for the federal aid system	April through September
Deficiency and monitoring report produced by staff	January-February
Procedural guidelines, and a priority needs list produced by staff	December
System condition goals(s); System condition performance measure(s)	January-February
Congestion Management Data Files and Updates	Year-long activity
System Operation Goals and Performance Measures	Year-long activity
Congestion Management Process Report	Year-long activity
RoadSoft files	October
PASER data for Federal Aid and Non-Federal Aid Systems submitted to TAMC via the IRT	December
Activity reports submitted with invoices to TAMC Coordinator	Monthly/Quarterly
Annual Report of Asset Management program activities and summary of annual PASER condition data	February-March
Draft status report of Public Act 51 agency Asset Management activities and plans within MPO boundary	September
Implementation of TDM Strategies	Year-long activity

5.0 ITP-Rideshare

The objective of the Rapid’s rideshare program is to encourage carpooling and other modes of alternative transportation as part of a greater effort to reduce the number of single occupancy vehicles on the road. The Rapid’s rideshare program offers transportation resources for employers in Kent, Ottawa, and Allegan Counties, including free online carpool matching. The alternative transportation options offered result in a reduced number of single occupancy vehicles on the roadways, reduced traffic congestion and fuel consumption, and improved air quality while promoting sustainability initiatives.

TABLE 14: RIDESHARE TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
CMAQ	\$150,000	Direct	\$50,000
		Contractual	\$100,000
Total	\$150,000	Total	\$150,000

Procedures | Tasks

- Collaborate with local employers, professional associations, nonprofits and media outlets, in order to increase the level of interest in rideshare opportunities throughout the region.
- Develop education toolkits and strategies for educating the public on the benefits of alternate modes of transportation, particularly rideshare.
- Oversee the online rideshare matching platform RidePro. Analyze statistics available through RidePro and all current rideshare programs to determine trends related to savings and environmental benefits that can help develop products to ultimately increase the number of active site users.
- Engage in extensive grassroots outreach to public and key stakeholders throughout the region, especially in areas underserved by fixed route and other public transportation options.
- Coordinate with other partners in the region engaged in activities that promote ridesharing.

TABLE 15: RIDESHARE TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Identification of areas for program growth, prioritizing opportunities for increasing vanpool and rideshare activities along heavy traffic corridors	Year-long activity
Cohesive outreach strategy	Year-long activity
User-friendly rideshare platform	Year-long activity

6.1 ITP-Community Perceptions and Outreach

As the Rapid plans for its future service and customer experience, community and customer data are critical to planning for what is next. The objective is to do research to determine the need for future transportation studies and initiatives to better serve the Rapid’s customers and community. Customer perceptions, ridership insight, and other key information will drive our community outreach, education, awareness, and best determine our most critical transit needs. The data gained through this research helps determine the best use of operational funds as the agency works to shape messages and a cohesive community strategy to convey the benefits of public transportation and continue to meet the everchanging needs of the community. Agency staff will work in conjunction with consultant assistance to achieve these objectives.

TABLE 16: COMMUNITY PERCEPTIONS AND OUTREACH TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$172,800	Direct	\$0
State Match	\$43,200	Contractual	\$216,000
Total	\$216,000	Total	\$216,000

Procedures | Tasks

- Survey customers for perceptions of services and customer experience
- Analyze past and present ridership and community insights to assess the need for certain transportation studies and initiatives to advance the agency’s mission.
- Utilize research to develop outreach products to enhance customer experience for transit-dependent customers and provide comprehensive information to stakeholders and the community promoting the benefits of public transportation.

TABLE 17: COMMUNITY PERCEPTIONS AND OUTREACH TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Surveys and research	Year-long activity

6.2 ITP-Short-Range Transportation Plan

The objective of these funds is to update ITP’s Short Range Transportation Plan with the refinement of recommendations from ITP’s Transit Master Plan (TMP) and ITP related Transportation Demand Management Study (TDM). Activities include evaluating service recommendations as identified by the TDM & TMP processes, initiating the use of data based subscription service for analysis of travel patterns and insights of the ridership market, administration of survey instruments, and other project development services applicable to the implementation of the TMP & TDM conclusions. Also included in this plan update are the annual GVMC Transportation & REGIS dues for data analysis.

TABLE 18: ITP SHORT- RANGE TRANSPORTATION PLANNING TASK BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$48,000	Direct, Indirect	\$0
MDOT Match	\$12,000	Contractual	\$60,000
Total	\$60,000	Total	\$60,000

Procedures | Tasks

- Updates to ridership projections
- Evaluating travel patterns, mode split, and mobility analytics
- Ridership surveying
- Refining operating metrics
- Capital unit-cost refinements
- Operating cost refinements
- Implementation support of TDM outcomes
- Implementation support for TMP near-term recommendations

TABLE 19: SHORT-RANGE TRANSPORTATION PLANNING TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Documentation that identifies the process of how to include and implement various outcomes and recommendations from the TDM and TMP into an updated Short-Range Plan	Year-long activity

6.3 ITP – Technical and Program Support

The objective is for continued progress in The Rapid’s studies and evaluation of transit and other multi-modal projects. Studies relating to management, operations, safety, economic feasibility, procurement, American with Disabilities Act (ADA) regulations, Disadvantaged Business Enterprise (DBE), Equal Employment Opportunity (EEO), Title VI compliance, asset management, Federal Transit Administration (FTA) regulations and the Triennial Review process. Staff attendance at various industry conferences and workshops including American Public Transportation Association (APTA) and Michigan Public Transportation Association (MPTA) seminars and National Transit Institute (NTI) courses to remain current with the continuous updates in the transit industry and compliant with the regulations set by the FTA as well as accepted industry practice.

TABLE 20: ITP TECHNICAL AND PROGRAM SUPPORT BUDGET

Funding Source	Funding Amount	Performing Agency – ITP/The Rapid	
FTA Section 5307	\$40,000	Direct, Indirect	\$10,000
MDOT Match	\$10,000	Contractual	\$40,000
Total	\$50,000	Total	\$50,000

Procedures | Tasks

- Technical assistance and research to assist in developing programs relating to transit and remaining compliant with industry standards and FTA regulations.
- Industry related workshops, conferences, and educational NTI courses.
- Third-party consultant program support.

TABLE 21: TECHNICAL AND PROGRAM SUPPORT TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Research and support for policies and procedures that remain current with FTA regulations and industry practices	Year-long activity

7.0 Program Coordination

GVMC will continue to carry out functions required to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, consultation, environmental justice, environmental mitigation, Title IV, ADA policy, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units. This task will also provide a platform to encourage and support regional cooperation and consolidation of regional transportation services.

TABLE 22: PROGRAM COORDINATION TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
CPG	\$279,695	Person Weeks	59
GVMC Local Match	\$62,021	Salaries	\$119,898
		Fringes	\$44,362
		Direct Cost	\$15,000
		Indirect Cost	\$162,456
Total	\$341,716	Total	\$341,716

Administration

Objectives | Procedures | Tasks

- Direct staff planning efforts under the FY2025 Unified Planning Work Program.
- Provide reports on program activities and expenditures to the ITP Board, Metro Council, GVMC transportation Committees, MDOT, and FTA.
- Provide a platform to encourage regional cooperation and consolidation of transportation to achieve savings and be more efficient.
- Prepare monthly and year-end progress and billing reports to MDOT on planning activities for all applicable funding sources.
- Provide reports on program work to the ITP Board and GVMC Board and Committees as needed.
- Participate in meetings and processing of correspondence with MDOT and FHWA/FTA related to oversight of the planning program.
- Participate in meetings throughout the MPO study area to facilitate regional cooperation and consolidation of transportation services.
- Educate MPO members and stakeholders about the federal planning requirements and benefits.
- Direct the implementation of federal planning requirements.

TABLE 23: PROGRAM COORDINATION TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Progress Reports	Monthly
Year-End Report	December
Committee Meetings	Monthly/bi-monthly
UPWP Development	February through May
Billings	Monthly
Other MPO Member and Stakeholder Meetings	As needed

8.0 Special Planning Projects

In response to member community feedback and new federal planning emphasis areas, GVMC will continue to lead efforts related to special regional planning projects. Priorities for FY2025 include, continuing the Kent County Area Mobility Study, continuing the development of a federally compliant Safety Action Plan for the entire MPO region, and collaborating with GVMC’s Environmental Programs Department to work on research, guidance, resources, and education related to integrating green infrastructure into regional transportation projects as outlined in GVMC’s EPA Advance Program Path Forward Plan.

There is no FY2025 funding associated with the Kent County Area Mobility Study task or the Regional Safety Action Plan; therefore, they are not included in any of the budget tables.

TABLE 24: SPECIAL PLANNING PROJECTS TASK BUDGET

Funding Source	Funding Amount	Performing Agency - GVMC	
FY25 STU	\$150,000	Person Weeks	32
GVMC Local Match	\$37,500	Salaries	\$40,630
		Fringes	\$15,033
		Direct Cost	\$76,785
		Indirect Cost	\$55,052
Total	\$187,500	Total	\$187,500

Activities

Kent County Area Mobility Study

Objectives | Procedures | Tasks

Continuing the work started in FY2023:

- Complementary to, and supportive of the outcomes and deliverables of The Rapid’s Transit Master Plan, evaluate mobility services, identify unmet service needs, and recommend integrated solutions for Kent County and the surrounding communities.
- Work with the selected qualified consultant firm/team to conduct the study in partnership with the Mobility Task Force.
- Community and stakeholder engagement
- Staff project management and grant administration

Regional Safety Action Plan

Objectives | Procedures | Tasks

Continuing the work started in FY2024

- Contract with a qualified consultant team to develop a federally compliant Safety Action Plan for the GVMC region.
- Work with leadership on a commitment to and goal setting to achieve zero roadway fatalities and serious injuries in the region.

- Work with the Safety Committee charged with oversight of the Action Plan development, implementation, and monitoring.
- Analysis of existing conditions and historical trends providing a baseline level of crashes involving fatalities and serious injuries for all roadways in the region.
- Inclusive and representative robust stakeholder and public engagement and incorporation of that information into the Action Plan.
- Coordination and alignment with other plans and planning processes.
- Identification of underserved communities and analysis of equity impact assessments of proposed projects and strategies.
- Assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety.
- Discussion of adoption of revised/new policies, guidelines, and standards, as appropriate.

Transportation Green Infrastructure

Objectives | Procedures | Tasks

- With planning partners, determine opportunities to incorporate green infrastructure into transportation projects
- Research green infrastructure opportunities in transportation corridors including:
 - Requirements for project integration
 - Costs for different GI treatments
 - Potential outreach/education strategies
 - Potential future funding sources to add GI elements to regional transportation projects

TABLE 25: SPECIAL PLANNING PROJECTS TASK/PRODUCT TIMELINE

Activity/Product	Timeline
Kent County Area Mobility Study Report	September
Regional Safety Action Plan	Year-long activity
Coordination with regional planning partners and stakeholders	Year-long activity
Reports to Committees on study progress	Quarterly or as needed
Green infrastructure research	Year-long activity

Appendix A: Budget by Performing Agency

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Work Items	GVMC Expenditures						GVMC Revenues						
	Contract	Salary	Fringes	Direct	Indirect	Total	CPG	STP	CMAQ	MTF	SS4A	Local Match	Total
Data Management and Analysis													
Demographic & Economic Projections	\$0	\$1,029	\$381	\$7,500	\$1,394	\$10,303	\$8,433					\$1,870	\$10,303
Multimodal Volumes and Physical Conditions	\$0	\$28,756	\$10,640	\$75,000	\$38,963	\$153,358	\$125,523					\$27,834	\$153,358
Geographic Information Systems	\$24,900	\$20,917	\$7,739	\$25,000	\$28,341	\$106,897	\$87,495					\$19,402	\$106,897
Performance Data Management	\$0	\$17,912	\$6,627	\$15,000	\$24,270	\$63,809	\$52,228					\$11,581	\$63,809
Subtotal	\$24,900	\$68,613	\$25,387	\$122,500	\$92,967	\$334,367	\$273,679					\$60,688	\$334,367
Long Range Planning													
Travel Demand/Air Quality Modeling	\$24,900	\$19,154	\$7,087	\$15,000	\$25,953	\$92,094	\$75,379					\$16,715	\$92,094
MTP	\$0	\$11,313	\$4,186	\$25,000	\$15,329	\$55,829	\$45,695					\$10,133	\$55,829
Active Transportation Planning	\$0	\$22,507	\$8,328	\$50,000	\$30,496	\$111,331	\$91,124					\$20,207	\$111,331
Land Use Coordination	\$0	\$16,048	\$5,938	\$7,500	\$21,744	\$51,230	\$41,932					\$9,298	\$51,230
Resiliency	\$0	\$8,060	\$2,982	\$10,000	\$10,922	\$31,964	\$26,163					\$5,802	\$31,964
Subtotal	\$24,900	\$77,083	\$28,521	\$107,500	\$104,444	\$342,448	\$280,294					\$62,154	\$342,448
Short Range Planning													
TIP	\$0	\$46,729	\$17,290	\$30,000	\$63,316	\$157,335	\$128,779					\$28,556	\$157,335
Technical Assistance	\$0	\$20,697	\$7,658	\$15,000	\$28,043	\$71,398	\$58,439					\$12,959	\$71,398
Freight	\$0	\$10,922	\$4,041	\$15,000	\$14,799	\$44,763	\$36,639					\$8,125	\$44,763
Safety and Security Planning	\$0	\$24,295	\$8,989	\$60,000	\$32,918	\$126,202	\$103,296					\$22,906	\$126,202
Safe and Accessible Options	\$0	\$16,391	\$6,065	\$56,617	\$22,209	\$101,281	\$101,281					\$0	\$101,281
Public Involvement and Stakeholder Consultation	\$0	\$32,784	\$12,130	\$50,051	\$44,421	\$139,386	\$114,087					\$25,299	\$139,386
Supplemental Safety Action Planning (FY24 STU)	\$0	\$32,600	\$12,062	\$98,667	\$44,171	\$187,500					\$150,000	\$37,500	\$187,500
Clean Air Action Program	\$25,000	\$19,802	\$7,327	\$21,041	\$26,830	\$100,000			\$80,000			\$20,000	\$100,000
Subtotal	\$25,000	\$204,219	\$75,561	\$346,376	\$276,709	\$927,865	\$542,521		\$80,000			\$155,344	\$927,865
Transportation Management Systems													
Pavement Management System	\$12,500	\$24,839	\$9,190	\$25,000	\$33,655	\$105,184	\$86,093					\$19,091	\$105,184
Congestion Management System	\$0	\$17,440	\$6,453	\$5,000	\$23,630	\$52,523	\$42,990					\$9,533	\$52,523
Transportation Demand Management	\$45,000	\$33,506	\$12,397	\$25,000	\$45,399	\$161,302	\$132,026					\$29,276	\$161,302
Asset Management	\$0	\$8,502	\$3,146	\$833	\$11,520	\$24,000			\$24,000			\$0	\$24,000
Subtotal	\$57,500	\$84,286	\$31,186	\$55,833	\$114,204	\$343,009	\$261,109		\$24,000			\$57,900	\$343,009
ITP-The Rapid													
Ridesharing													
Community Perceptions and Outreach													
Short-Range Transportation Plan													
Technical and Program Support													
Subtotal													
Program Coordination													
Administration	\$0	\$119,898	\$44,362	\$15,000	\$162,456	\$341,716	\$279,695					\$62,021	\$341,716
Subtotal	\$0	\$119,898	\$44,362	\$15,000	\$162,456	\$341,716	\$279,695					\$62,021	\$341,716
Special Planning Projects													
Transportation Green Infrastructure (FY25 STU)	\$0	\$40,630	\$15,033	\$76,785	\$55,052	\$187,500		\$150,000				\$37,500	\$187,500
Regional Safety Action Plan (FY22 SS4A)	\$0	\$0	\$0	\$0	\$0	\$0						\$0	\$0
Kent County Area Mobility Study (FY23 NSTD)	\$0	\$0	\$0	\$0	\$0	\$0					\$0	\$0	\$0
0	\$0	\$0	\$0	\$0	\$0	\$0		\$0				\$0	\$0
Subtotal	\$0	\$40,630	\$15,033	\$76,785	\$55,052	\$187,500		\$150,000			\$0	\$37,500	\$187,500
TOTALS	\$132,300	\$594,729	\$220,050	\$723,993	\$805,832	\$2,476,905	\$1,637,297	\$150,000	\$80,000	\$24,000	\$0	\$435,608	\$2,476,905

Grand Valley Metropolitan Council Transportation Division
 FY2025 Unified Planning Work Program

Work Items	ITP Expenditures			ITP Revenues						
	Contract	Direct	Total	CMAQ	State Match	FTA Sec 5307	State Match	STP-Flex-TMA	State Match	Total
Data Management and Analysis										
Demographic & Economic Projections										
Multimodal Volumes and Physical Conditions										
Geographic Information Systems										
Performance Data Management										
Subtotal										
Long Range Planning										
Travel Demand/Air Quality Modeling										
MTP										
Active Transportation Planning										
Land Use Coordination										
Resiliency										
Subtotal										
Short Range Planning										
TIP										
Technical Assistance										
Freight										
Safety and Security Planning										
Safe and Accessible Options										
Public Involvement and Stakeholder Consultation										
Supplemental Safety Action Planning (FY24 STU)										
Clean Air Action Program										
Subtotal										
Transportation Management Systems										
Pavement Management System										
Congestion Management System										
Transportation Demand Management										
Asset Management										
Subtotal										
ITP-The Rapid										
Ridesharing	\$100,000	\$50,000	\$150,000	\$150,000	\$0					\$150,000
Community Perceptions and Outreach	\$216,000	\$0	\$216,000			\$172,800	\$43,200			\$216,000
Short-Range Transportation Plan	\$60,000	\$0	\$60,000			\$48,000	\$12,000			\$60,000
Technical and Program Support	\$40,000	\$10,000	\$50,000			\$40,000	\$10,000			\$50,000
Subtotal	\$416,000	\$60,000	\$476,000	\$150,000	\$0	\$260,800	\$65,200	\$0	\$0	\$476,000
Program Coordination										
Administration										
Subtotal										
Special Planning Projects										
Transportation Green Infrastructure (FY25 STU)										
Regional Safety Action Plan (FY22 SS4A)										
Kent County Area Mobility Study (FY23 NSTD)										
0										
Subtotal										
TOTALS	\$416,000	\$60,000	\$476,000	\$150,000	\$0	\$260,800	\$65,200	\$0	\$0	\$476,000

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Appendix B: Replacement Pavement Data Collection Vehicle Depreciation Schedule

Total Budget: \$202,895.75

Useful Life: 5 Years

Depreciation Method: Straight Line

Period	Beginning	Depreciation	Ending
Year 1 – 2022	\$202,895.75	\$40,579.15	\$162,316.60
Year 2 – 2023	\$162,316.60	\$40,579.15	\$121,737.45
Year 3 – 2024	\$121,737.45	\$40,579.15	\$81,158.30
Year 4 – 2025	\$81,158.30	\$40,579.15	\$40,579.15
Year 5 – 2026	\$40,579.15	\$40,579.15	\$0

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Appendix C: FY2025 UPWP Resolution

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Appendix D: GVMC Transportation Planning Process Certification

In accordance with 23 CFR 450.334, the Michigan Department of Transportation and the Grand Valley Metropolitan Council the Metropolitan Planning Organization for the Grand Rapids urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 49 U.S.C. Section 5303, 23 U.S.C. 134, and 23 CFR part 405.334;
- II. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. Section 1101 of the Transportation Equity Act for the 21st Century (Pub. L. 105-178) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded project (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);
- IV. The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulation;
- V. The provision of 49 CFR part 20 regarding restrictions on influencing certain activities; and
- VI. Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d)). (Note--only for Metropolitan Planning Organizations with non-attainment and/or maintenance areas within the metropolitan planning area boundary).

Grand Valley Metropolitan Council
Metropolitan Planning Organization

Michigan Department of Transportation



John Weiss

Signature

Executive Director

Title

Title

4/24/24

Date

Date

Appendix E: Certificate of Indirect Costs

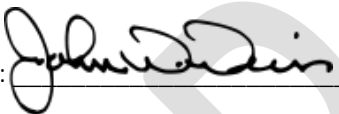
This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal for the fiscal year starting October 1, 2024 to establish billing or final indirect costs rates for fiscal year ending September 30, 2025 are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A 87). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Grand Valley Metropolitan Council

Signature:  _____

Name of Official: John Weiss

Title: Executive Director

Date of Execution: 4/24/24

Appendix F: Public Involvement

Introduction

The Grand Valley Metropolitan Council (GVMC), as the Metropolitan Planning Organization (MPO), is required by the Infrastructure Investment and Jobs Act (IIJA) to explicitly set forth a Public Participation Plan (PPP) and process for transportation planning to receive transportation funds from the Federal Highway Administration and from the Federal Transit Administration. The actions and processes described in the PPP apply to transportation planning done by GVMC in conjunction with the work done by the transportation committees of the Council. The GVMC Public Participation Plan can be found at gvmc.org/public-involvement. The standards for this process are to be found in Title 23, Code of Federal Regulations, Part 450, and in Title 49, Code of Federal Regulations, Part 613 which requires that the public has reasonable opportunity to comment on transportation plans and programs.

UPWP Public Participation Process

Opportunity for public participation in the development of the FY2025 Unified Planning Work Program was in accordance with the GVMC Public Participation Plan (PPP). While public involvement was continuous throughout the development of the document, the PPP outlines two milestones when GVMC staff makes additional efforts to engage the public. These milestones occur at the following times:

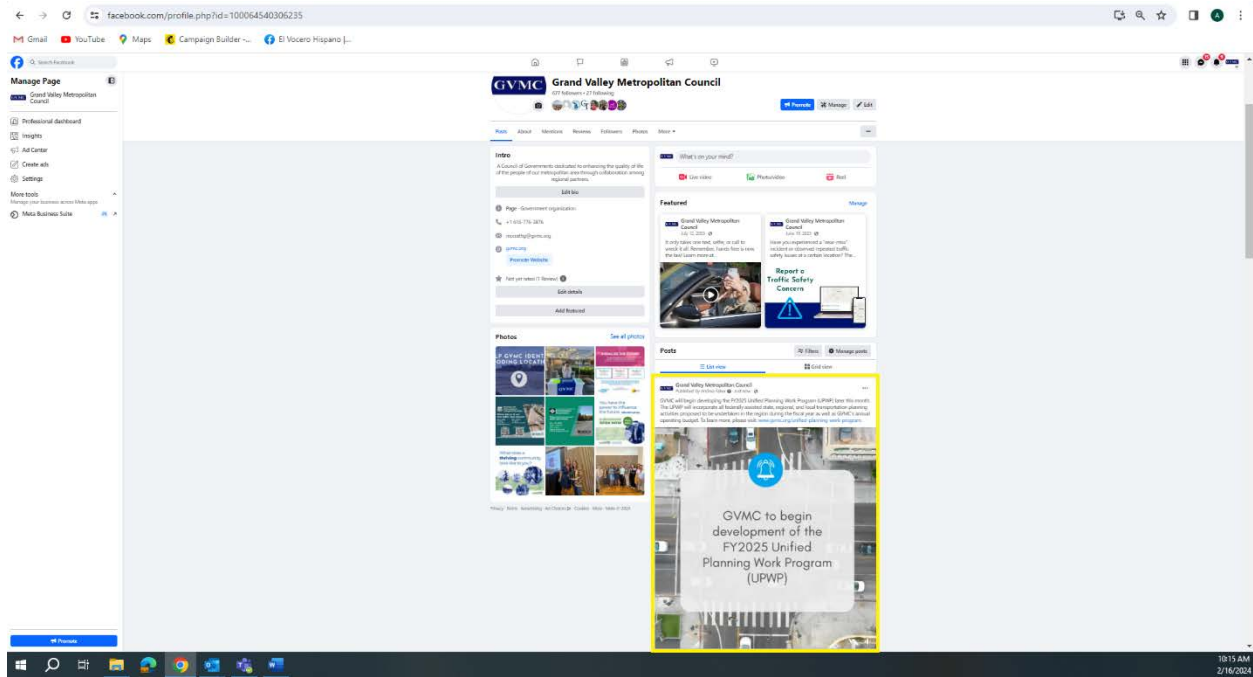
- Kickoff to UPWP Development
- Adoption of Draft Document

Specific outreach strategies used during each milestone as well as engagement rates, where applicable, are detailed below.

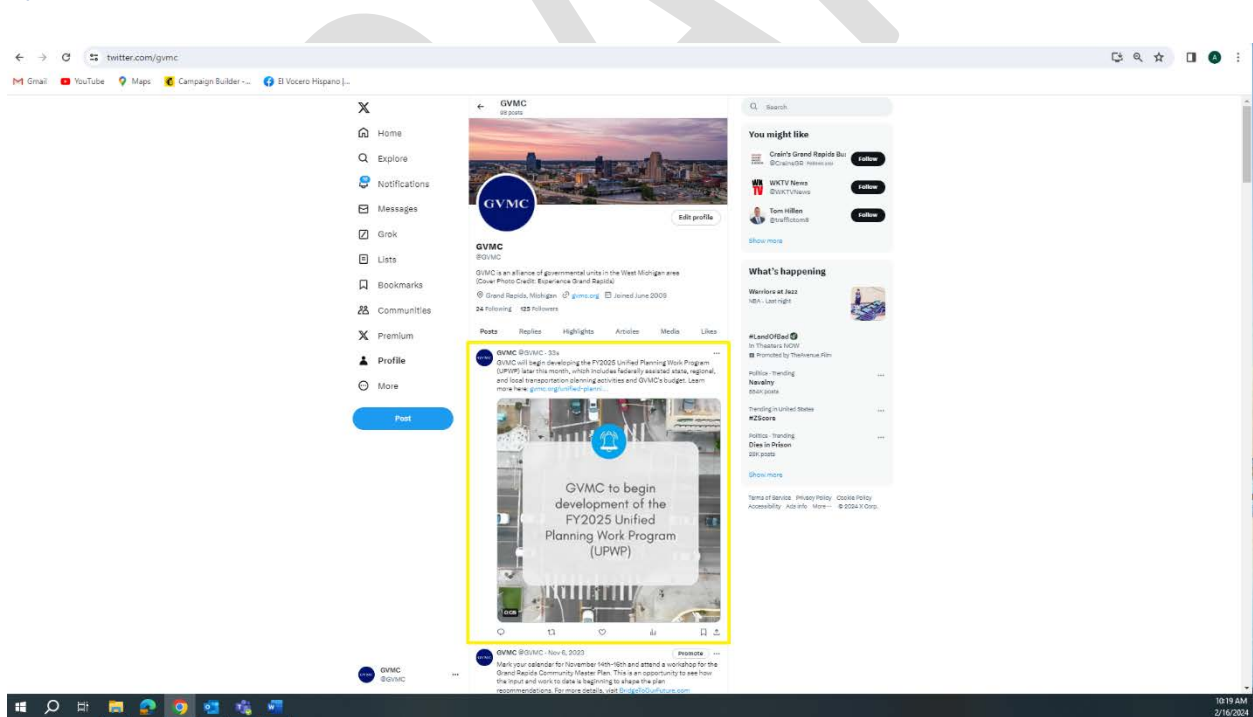
Milestone 1: Kickoff to UPWP Development

Before the UPWP process begins, GVMC staff has committed to informing the public about the document's upcoming development with a notice on gvmc.org and through social media posts on GVMC's social media pages and sharing those notices with partner organizations, which include MDOT, The Rapid and LINC UP. GVMC posted the web notices on the UPWP and Latest Development pages and the social media announcements on February 16, 2024. Examples of our web notice and social media posts are included on the following pages.

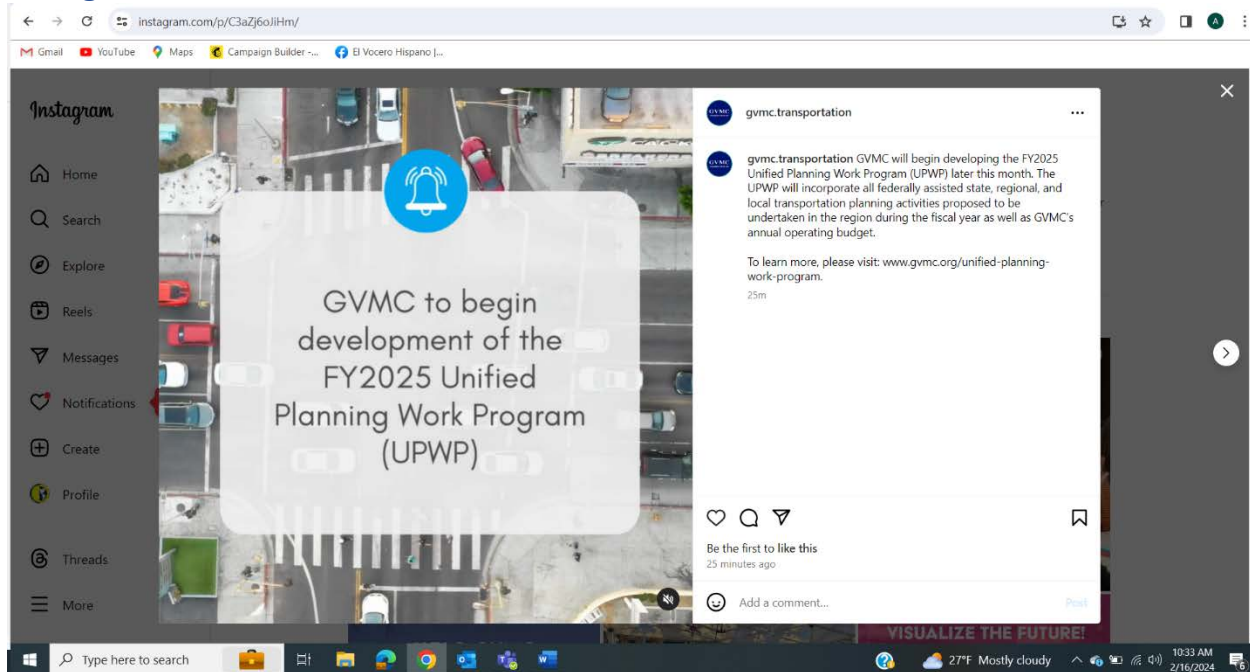
Facebook Post:



X/Twitter Post:



Instagram:



Web Post Example:



Milestone 2: Adoption of Draft Document

As outlined in the PPP, once the draft UPWP document was complete, GVMC staff brought the document to the Policy Committee and GVMC Board for approval. Public comment opportunities were available at both meetings. **The public was notified of this public comment opportunity by postings on GVMC's**

website through a posting on Facebook, Instagram, and Twitter on May 10, seven days before the Policy Committee meeting scheduled for Wednesday, May 17. Notices were also shared with GVMC’s partner organizations. Examples of these notices are below.

Facebook Post:

X/Twitter Post:

Web Post Example:

Public Meetings

There were public comment opportunities at the Policy Committee meeting on Wednesday, May 15 and at the GVMC Board meeting on Thursday, June 6. No public comments were received at either meeting.

Comments Received

No public comments were received during the development of the document.

Public Participation Summary Report

The table below outlines the expected number of people reached through our outreach efforts.

	Web Notice on Latest Developments Page	Web Notice on UPWP Page	Facebook Post	Instagram Post	Twitter Post
Milestone 1 Public Involvement <i>Data from 2/16-5/7</i>	18	104	48	NA	15 impressions (English and Spanish post combined)
Milestone 2 Public Involvement <i>Data from 5/8-6/6</i>	13	47	292	26	1,185 video views

Appendix G: MPO Technical and Policy Committee Membership

Ada Township

Policy Committee Representative: Julius Suchy (jsuchy@adatownshipmi.com)

Technical Committee Representative: John Said (jsaid@adatownshipmi.com.)

7330 Thornapple River Dr.—PO Box 370

Ada, Michigan 49301

Phone (616) 676-9191

Algoma Township

Policy Committee Representative: Kevin Green (supervisor@algotatwp.org)

Technical Committee Representative: Kevin Green

10531 Algoma NE

Rockford, Michigan 49341

Phone (616) 866 -1583

Allendale Charter Township

Policy Committee Representative: Zachary Fields (ZacharyFields@allendale-twp.org)

Technical Committee Representative: Zachary Fields

6676 Lake Michigan Drive, PO Box 539

Allendale, Michigan 49401

Phone (616) 895-6295

Alpine Township

Policy Committee Representative: Greg Madura (g.madura@alpinetwp.org)

Technical Committee Representative: Sue Becker (s.becker@alpinetwp.org)

5255 Alpine Ave NW

Comstock Park, Michigan 49341

Phone (616) 784-1262

Byron Township

Policy Committee Representative: Amos “Don” Tillema (Amos@byrontownship.org)

Technical Committee Representative: Don Tillema

8085 Byron Center SW

Byron Center, Michigan 49315

Phone (616) 878-1222

Caledonia Charter Township

Policy Committee Representative: Bryan Harrison (bharrison@caledoniatownship.org)

Tim Bradshaw - alternate

Technical Committee Representative: Tim Bradshaw (tim.bradshaw@kentcountymi.gov)

8196 Broadmoor Ave SE

Caledonia, Michigan 49316

Phone (616) 891-0070

Caledonia, Village of

Policy Committee Representative: Jeff Thornton (manager@villageofcaledonia.org)

Technical Committee Representative: Jeff Thornton

250 S. Maple
Caledonia, MI 49316-9434
Phone 616-891-9384

Cannon Township

Policy Committee Representative: Terry Brod (tbrod@cannontwp.org)

Technical Committee Representative: Terry Brod

6878 Belding Rd.
Rockford, Michigan 49341
Phone (616) 874-6966

Cascade Township

Policy Committee Representative: Jade Smith (Jsmith@cascadetwp.com)

Technical Committee Representative: Jade Smith (Jsmith@cascadetwp.com)

5920 Tahoe Dr. SE
Grand Rapids, MI 49546
Phone (616) 949-1500

Cedar Springs, City of

Policy Committee Representative: Member Awaiting Appointment

Bill LaRose-alternate

Technical Committee Representative: Bill LaRose (dpw@cityofcedarsprings.org)

66 S. Main St.—PO Box 310
Cedar Springs, Michigan 49319
Phone (616) 696-1330

Courtland Township

Policy Committee Representative: Matt McConnon (mattmccannon@gmail.com)

Technical Committee Representative: Matt McConnon

7450 14 Mile Rd.
Rockford, Michigan 49341
Phone (616) 866-0622

East Grand Rapids, City of

Policy Committee Representative: Doug LaFave (dlafave@eastgr.org)

Technical Committee Representative: Doug LaFave

750 Lakeside Dr. SE
East Grand Rapids, Michigan 49506

Phone (616) 940-4817

Gaines Charter Township

Policy Committee Representative: Rod Weersing (rod.weersing@gainestownship.org)

Technical Committee Representative: Tim Haagsma (thaagsma@kentcountyroads.net)

8555 Kalamazoo Ave
Caledonia, Michigan 49316
Phone (616) 698-6640

Georgetown Charter Township

Policy Committee Representative: Justin Stadt (jstadt@georgetown-mi.gov)

Technical Committee Representative: Justin Stadt

1515 Baldwin St. PO Box 769
Jenison, Michigan 49429
Phone (616) 457-2340

Gerald R. Ford International Airport

Policy Committee Representative: Casey Ries (cries@grr.org)

Brian Hilbrands – alternate

Technical Committee Representative: Brian Hilbrands (bhilbrands@grr.org)

Casey Ries - alternate
5500 - 44th St. SE
Grand Rapids, Michigan 49512
Phone (616) 233-6000

Grand Rapids, City of

Policy Committee Representative: Karyn Ferrick (kferrick@grcity.us)

Tim Burkman (tburkman@grand-rapids.mi.us)

Technical Committee Representative: Kristin Bennett (krbennett@grcity.us)

Rick DeVries (rdevries@grcity.us)

300 Monroe Ave. NW
Grand Rapids, Michigan 49503
Phone (616) 456-3060

Grand Rapids Township

Policy Committee Representative: Mike DeVries (mdevries@grandrapidstwp.org)

Wayne Harrall – alternate (wharrall@kentcountyroads.net)

Technical Committee Representative: Mike DeVries

Wayne Harrall – alternate (wharrall@kentcountyroads.net)

Steve Waalkes – alternate (swaalkes@miconcrete.net)

1836 E. Beltline Ave. NE
Grand Rapids, Michigan 49505
Phone (616) 361-7391

Grandville, City of

Policy Committee Representative: Ken Krombeen (krombeenk@cityofgrandville.com)
Technical Committee Representative: Charles Sundblad (sundbladc@cityofgrandville.com)
3195 Wilson Ave. SW
Grandville, Michigan 49418
Phone (616) 531-3030

Hudsonville, City of

Policy Committee Representative: Dan Strikwerda (dstrikwe@hudsonville.org)
Technical Committee Representative: Robert Miller (rmiller@hudsonville.org)
3275 Central Blvd.
Hudsonville, Michigan 49426
Phone (616) 669-0200

Interurban Transit Partnership – The Rapid

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Sand Lake, Village of

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