



# Chicago Metropolitan Agency for Planning

233 South Wacker Drive  
Suite 800, Sears Tower  
Chicago, IL 60606

312-454-0400 (voice)  
312-454-0411 (fax)  
[www.cmap.illinois.gov](http://www.cmap.illinois.gov)

## **FY 2010 UNIFIED WORK PROGRAM CORE PROGRAM SUBMITTAL FORMS FEBRUARY 3, 2009**

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# CITY OF CHICAGO

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** City of Chicago Transportation Planning and Programming

**Sponsoring Agency:** City of Chicago

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### Project Description

**Purpose:** To support regional objectives by providing for the strategic participation of the City of Chicago in the region's transportation planning process, including the development of the RTP and the TIP, by identifying and developing potential transportation projects and policies and to provide technical analysis and other requested information to other agencies. Such policy, funding and planning assistance facilitates the full and effective participation by City officials.

**Core Element Addressed/Supplemental:** Multiple Elements

#### **Justification: How does this project address core MPO responsibilities?:**

- 1-Transportation Improvement Program: Develop and monitor a fiscally constrained surface transportation capital improvement program that meets required standards and deadlines.
- 2-Long Range Transportation Plan: Assist the development of a regional comprehensive plan by developing and representing the City of Chicago's transportation plans and programs in the regional process.
- 3-Unified Work Program: Advance the goals and focus areas of this program through the participation of the City of Chicago.
- 4-Congestion Management Plan: Participate in the region's congestion mitigation programs.
- 5-Public Involvement Plan: Assure public involvement at the project level through the CIP development process and other public involvement activities.

**Major Tasks:** See attached scope for detail.

#### **Products and completion schedule:**

Product	Product Type	Completion Date:
Interaction with elected officials and	Outside Distribution	On-Going
Capital Improvement Program	Plan/Program	June 2010

Planning Studies	In-house	As Needed
City's portion of the TIP	Plan/Program	On-Going
Data collection and database development	Outside Distribution	On-Going
	Select	Select Select

**Optional:** Additional information on products can be placed here: See attached scope for detail. Reports summarizing major planning studies and the information and analysis of the information are made available to other agencies upon request

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 800,000

**Local Match Amount:** \$ 200,000

#### Expense Breakdown for Core UWP Expenditures

\$ 580,000	Staff (including overhead)
\$ 420,000	Other costs (specify purpose: consultant )

#### Staff Time Breakdown for Core UWP Expenditures

Total Person Months (FY 10): 54

#### Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months
Coordinating Planner I	Manage and develop information for planning studies that respond to existing and future transportation needs; Identify potential transit, highway, bicycle, pedestrian and intermodal programs, projects & policies	10
Coordinating Planner I	Conduct scoping of City projects, develop implementation schedules, budgets, etc; Participate with community organizations, institutions and individuals in defining capital project scopes prior to preliminary engineering	10
Coordinating	Respond to written and oral requests and inquiries;	4

Planner I	develop & process necessary agreements; Assist other public agencies on planning projects	
Coordinating Planner I	Coordinate projects with other government agencies and private developers	4
Coordinating Planner I	Develop budget, and impact information for CMAQ program	2
Two (2) Coordinating Planner II positions	development of the financial plan.	12
Project Director	Participate in the analysis of Transportation Control Measures. Prepare periodic reports. Monitor progress of the TIP Conformity Analysis. Analyze RTP for impact on City's portion of the TIP	5
City Planner IV	Compare actual progress of City's projects with scheduled activities, monitor changes in scopes of work and project costs, and prepare TIP amendments as necessary.	7

**Optional:** Information on additional staff involvement can be placed here:

The 5 Coordinating Planner I personnel identified above participate in all activities assigned to each. The 2 Coordinating Planner II personnel (listed in the same row due to space constraints) and the City Planner IV and the Project Director participate in all activities assigned to each.

**Optional:** Comments on core planning activities not covered by UWP funding: The Federal planning funds received do not cover the entire cost of the preliminary planning and TIP related activities.

**ADDENDUM TO THE CITY OF CHICAGO'S  
APPLICATION FOR FY10 UWP CORE FUNDING**

**Proposed FY10 Scope of Services**

**I. Surface Transportation Capital Improvement Program Assistance**

- a. As needed for the planning, programming and monitoring of federal surface transportation capital improvement funds:
  - i. Schedule project kick off meeting with the IDOT's Bureau of Local Roads;
  - ii. Submit to IDOT's District One BLRS all Phase I Engineering Scopes of Work for review;
  - iii. Identify and maintain regular contact with the CDOT and IDOT project managers.
  - iv. Utilize established IPA process for project development and monitoring.
  - v. Participate in City Council meetings as needed including drafting and submitting of the annual highway ordinance.
  
- b. Coordinate with appropriate IDOT Bureaus, CMAP, other City of Chicago Departments including the Mayor's Office, the Office of Budget and Management, elected officials and other entities as needed to assure the timely progress of projects.
  - i. Monitor Department project status sheets to report discrepancies and actions necessary to remedy; supply to Local Roads and CMAP.
  - ii. Submit TIP changes in the correct format according to the developed schedule.
  - iii. Attend IDOT's federal/state/local coordination meetings for local projects at the district.
  - iv. Provide additional information on status of projects to appropriate City personnel and outside agencies.
  - v. Provide CMAP information on program issues as they occur.
  - vi. Prepare Individual Project Agreements (IPAs) for City of Chicago construction projects, based on IDOT standard local agency agreement language, identifying the funding participants.

**II. STP Program Development**

- a. Coordinate with other CDOT divisions, City departments and elected officials to prioritize project funding needs in an on-going basis and revise if necessary, in keeping with federal regulations, City priorities and funding constraints.
- b. Coordinate with appropriate City personnel and outside agencies to secure and obtain federal funding.
- c. Coordinate with appropriate City personnel and other agencies as needed to adhere to the established TIP schedule.
- d. Develop an annual and a multi-year program, which are fiscally constrained and realistic in terms of implementation time frame. Submit programs to CMAP in conjunction with the TIP development schedule and associated deadlines and revise as necessary.

- e. Select regionally significant project as per our negotiated STP split agreement with the Council of Mayors and present such project to the Council.

### **III. General Liaison**

- a. Coordinate with and provide assistance to appropriate City departments, elected officials and other agencies on the regional transportation planning process as developed though and by CMAP and the MPO Policy Committee.
  - i. Participate in the long-range transportation plan development process.
  - ii. Provide information on activities of CMAP and relevant CMAP staff activities to appropriate City departments, individuals and elected officials.
  - iii. Provide other reasonable information as requested by the MPO or CMAP
  - iv. Coordinate integration of CMAP focus areas into City priorities as appropriate.
- b. Coordinate with other City departments, elected officials CMAP the MPO Policy Committee and other federal, regional and local agencies including both public and private organizations as appropriate to promote a compact land use development pattern emphasizing in-fill and smart growth strategies to combat regional and local traffic congestion.
- c. Maintain sufficient interaction with other City departments to represent in regional forums any other City needs and concerns related to the regional transportation planning process as appropriate.
- d. Administration and Communication
  - i. Keep CMAP and appropriate City departments, personnel and elected officials informed of important issues on an ongoing basis.
  - ii. Perform administrative functions for any Unified Work Program (UWP) projects secured by the City.
- e. Committee Coverage
  - i. Attend meetings and provide assistance to City personnel and other agencies as needed to advance the City's transportation program.
  - ii. Attend meetings and provide assistance to City personnel and other agencies as needed to facilitate the full and effective participation of the City of Chicago in the region's transportation planning and funding process.
  - iii. Represent CDOT as needed to various federal, state and local agencies including the MPO Policy Committee, the CMAP Board and other CMAP committees as necessary to keep informed of regional issues affecting the City of Chicago and the region.

### **IV. Technical Assistance and Studies**

- a. Carry out planning studies to identify potential transit, highway, bicycle, pedestrian and intermodal programs, projects and policies and develop alternatives, schedules, budgets, etc.
- b. Coordinate projects with other government agencies responsible for project engineering and program implementation, review plans, facility conditions, and other data or program issues.

- c. Conduct scoping of City transit, highway, bicycle, pedestrian, and intermodal projects with consultants and participate in the project scoping for other agencies as required.
- d. Participate with community organizations, institutions and individuals in evaluation of traffic and other transportation operations and in defining capital project scopes of work prior to preliminary engineering.
- e. Consult with project implementors during the preliminary engineering of their capital intensive projects and during the formulation/implementation of low cost capital projects.
- f. Develop and process necessary agreements for program and/or project studies, implementation, funding and jurisdiction.
- g. Develop and process agreements with the private sector for joint implementation of transportation programs/projects.
- h. Review transportation-related legislation, regulations, policies and subregional/local plans
- i. Respond to written and oral requests and inquiries.
- j. Assist other public agencies on planning projects.

**V. TIP Development & Monitoring**

- a. Develop the City's projects for the annual and multi-year components of the integrated proposals and constrained TIP.
- b. Prepare information for input into the fiscal forecast and participate in the development of the financial plan.
- c. Participate in the development of a Regional CMAQ program.
- d. Compare actual progress of City's projects with scheduled activities, monitor changes in scopes of work and project costs, and prepare TIP amendments as necessary.
- e. Participate in the analysis of Transportation Control Measures.
- f. Monitor progress of the TIP Conformity Analysis.
- g. Prepare periodic reports.

# CMAP

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** GO TO 2040 - Regional Comprehensive Plan

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** This project fulfills the federal requirement for a long range transportation plan as well as the state requirement for an integrated land use and transportation plan.

**Core Element Addressed/Supplemental:** Long Range Transportation Plan

**Justification: How does this project address core MPO responsibilities?:** This plan is the long range transportation plan and will comply with all relevant federal requirements. In addition, CMAP's External Relations department is charged, under this project, with facilitating the region's participation into the transportation and comprehensive planning process. Through the development and implementation of a 1) coordinated public participation plan and 2) ongoing development of partnerships to ensure regional coordination, CMAP will facilitate the participation of elected officials, agency partners, residents and interest groups into the transportation and comprehensive planning processes.

**Major Tasks:** Public involvement on scenario evaluation will be underway when FY 10 begins. Based on the results of this and an ongoing technical evaluation, a preferred scenario will be developed. Major capital projects to support the preferred scenario will also be evaluated and selected. Drafts of the plan's recommendations are expected to be available before the end of FY 10.

### Products and completion schedule:

Product	Product Type	Completion Date:
Regional Snapshot reports	Outside Distribution	On-Going
Capital project evaluation measures	Outside Distribution	July 2009

Online maintenance of strategies and scenarios	Outside Distribution	On-Going
Preferred scenario development/analysis	Outside Distribution	December 2009
Recommended major capital projects	Outside Distribution	February 2010
Draft plan recommendations	Outside Distribution	March 2010
Strategy Analysis	Outside Distribution	On-Going
Preferred Scenario Public Comment Mgmt	Outside Distribution	November 2009
Indicator Design and Visualization	Outside Distribution	On-Going
Baseline Data Collection for Indicator Design	In-house	On-Going
Financial Plan for Preferred Scenario	Outside Distribution	October 2009
Develop final financial plan with revenues	Outside Distribution	March 2009
Public Involvement for Major Capital Proj.	Outside Distribution	June 2010
Implementer Coordination for Major Capital Projects	In-house	December 2009
Communication Materials	Outside Distribution	On-Going
Write Plan	Outside Distribution	March 2010

**Optional:** Additional information on products can be placed here: All information related to progress on GO TO 2040 is posted online at <http://www.goto2040.org/>

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 3,182,238

**Local Match Amount:** \$ 795,560

#### Expense Breakdown for Core UWP Expenditures

\$ 3,042,998	Staff (including overhead)
\$ 934,800	Other costs (specify purpose: Commodities - 199,800; Res Asst - \$85,000; Contracts: Snapshot-\$25,000; Financial Plan-\$75,000; Capital Project - \$100,000; Plan policy dev. - \$50,000; Public comment - \$100,000; Communication - \$150,000; Survey - \$100,000; Public Inv. - \$50,000 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 285.5

Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:



# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Transportation Improvement Program

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** Develop and maintain the region's fiscally constrained TIP and CMAQ programs and analyze program and long range plan to verify air quality requirements are met. Monitor regulatory changes for impact on region and assure federal, state and regional laws and regulations on transportation and air quality are met.

**Core Element Addressed/Supplemental:** Transportation Improvement Program

**Justification: How does this project address core MPO responsibilities?:** Creating and maintaining the region's fiscally constrained TIP and Plan conforming to the State's Implementation Plan to attain national ambient air quality standards and to assure receipt of federal funds to the region are MPO responsibilities.

**Major Tasks:** Develop and update TIP and CMAQ. Assure public participation. Review federal register and other sources for regulatory changes. ID projects and update TIP and EMME/2 networks, run MOBILE (or MOVES) model and apply results to travel demand model results. Active program management of STP and CMAQ. Track obligations. Comprehensive update to air quality documentation for GO TO 2040. Coordinate SIP budgets with IEPA. Two-way communication with local elected officials and Planning Liaisons.

**Products and completion schedule:**

Product	Product Type	Completion Date:
TIP with updates and/or amendments	Plan/Program	On-Going Select
Active program management reports	Outside Distribution	On-Going Select
Obligation reports	Outside Distribution	On-Going Select
Expenditure Reports	Outside Distribution	On-Going Select
Fiscal Marks	Outside Distribution	As Needed Select
FY 2010 Proposed CMAQ Program	Plan/Program	July 2009
FY 2010 Final CMAQ Program	Plan/Program	November 2009
FY 2011 Application Forms and Instructions	In-house	December 2009
FY 2011 Project Application Proposals Book	In-house	March 2010
FY 2011 Project Application Rankings	In-house	June 2010
Semi-annual conformity determination	Plan/Program	October 2009
Semi-annual conformity determination	Plan/Program	March 2010
Implementation of MOVES model	In-house	March 2010
Tier II Consultation	In-house	As Needed
Updated Conformity Documentation	Plan/Program	October 2010
Review regulatory changes	In-house	On-Going

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 1,229,242

**Local Match Amount:** \$ 307,310

#### Expense Breakdown for Core UWP Expenditures

\$ 1,284,552	Staff (including overhead)
\$ 252,000	Other costs (specify purpose:
	Commodities - \$17,000
	Contracts - \$235,000:
	TIP Database, Phase III - \$40,000
	CMAQ Analysis, Phase I - \$175,000
	Software Maintenance (TIP database) -
	\$20,000 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 108.8

**Detailed description of staff time and responsibilities for core projects:**

<b>Staff Position</b>	<b>Tasks on Core Project</b>	<b>Person Months</b>

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:



# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Congestion Management Process

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** This program addresses the need to effectively manage the region's transportation system. The management and operational strategies developed will include intelligent transportation systems, bicycle and pedestrian policies, data collection and analysis for regional transportation indicators in the Long Range Plan strategy analysis, and improvements to the freight system. Efforts to improve the safety of the transportation system will be a special focus within this project.

**Core Element Addressed/Supplemental:** Congestion Management Process

**Justification: How does this project address core MPO responsibilities?:** This program assures overall compliance with federal congestion management process regulation. The development and operation of a process satisfying the congestion management requirement will be accomplished under this project. A number of corridor-level studies will be conducted to identify implementable strategies aimed at reducing congestion. Development and implementation of a regional congestion management program, performance monitoring, and the maintenance of a regional ITS architecture are all elements of the federally required Congestion Management Process.

**Major Tasks:** Identification and evaluation of strategies to address congestion, coordination of recommended measures to assure transit and highway coordination as part of the Illinois Tollway's Green Lanes project, staff support of the Advanced Technology Task Force, maintenance of the northeastern Illinois ITS architecture and regional ITS Plan, collection of ITS implementation data, inventory of walking and cycling facilities for use in transportation planning, monitoring and promotion of compliance with accessibility requirements in the public right-of-way, collection and analysis of data

on freight, analytical evaluations for congestion, highway safety, parking, transit, and travel behavior.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Congestion Mgmt Strategy Analyses	Outside Distribution	On-Going
Green Lanes Highway Transit Coordination	Outside Distribution	January 2010
Regional ITS Plan	In-house	As Needed
Regional ITS Architecture	In-house	On-Going
Soles and Spokes Workshops	In-house	On-Going
Public Right of Way Accessibility	In-house	On-Going
Facility and Plan Inventories	In-house	On-Going
Regional Freight Plan Recommendations	Outside Distribution	January 2010
Freight Indicators	In-house	On-Going
Recommend Intermodal Freight Collectors	In-house	January 2010
Update of Highway Safety Overview	In-house	September 2010
Update of Freeway Congestion Data/Scans	In-house	October 2009
Update of VMT Report	In-house	December 2009
On-Time Performance	In-house	January 2010
System Accessibility Report	In-house	March 2010
Min. of 6 Addl Performance Measures	In-house	June 2010

**Optional:** Additional information on products can be placed here: See <http://www.cmap.illinois.gov/bikeped/bikeped.aspx>

**Financial Data**

**State FY 10 UWP Project Budget:**

**FHWA/FTA Amount Requested:** \$ 793,871

**Local Match Amount:** \$ 198,468

<u>Expense Breakdown for Core UWP Expenditures</u>	
\$ 957,839	Staff (including overhead)
\$ 34,500	Other costs (specify purpose: Commodities - \$34,500 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 92

**Detailed description of staff time and responsibilities for core projects:**

<b>Staff Position</b>	<b>Tasks on Core Project</b>	<b>Person Months</b>

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:



# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Data Development and Analysis

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** CMAP's Data Development and Analysis program includes two major activity areas: 1) Urban System Model Development and 2) Data Collection and Dissemination.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** Development and application of technical tools for analysis of regional plans and programs are necessary for effective policy evaluation.

**Major Tasks:** The major sub-projects are: Urban System Model Development, Travel and Activity Survey Project, Land Use Inventory, Transportation System Inventory, County and Municipal Socioeconomic Inventory,

**Products and completion schedule:**

Product	Product Type	Completion Date:
Urban System Model Executable Model Code, Documentation, Staff Training	In-house	On-Going
Travel Survey Work Program	Outside Distribution	On-Going
Completed travel survey data sets	Outside Distribution	On-Going
Design Documentation & Data Collection for Land Use Inventory	Outside Distribution	On-Going
Highway & Transit System Modeling Datasets	Outside Distribution	As Needed
Field results from county & municipal socioeconomic inventory	In-house	June 2010
County & Socioeconomic Inventory-Summary Results	Outside Distribution	June 2010

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 1,332,332

**Local Match Amount:** \$ 333,083

#### Expense Breakdown for Core UWP Expenditures

\$ 1,010,915	Staff (including overhead)
\$ 654,500	Other costs (specify purpose:
	Commodities - \$14,500
	Data Acquisition - \$350,000
	Contracts:
	County & Municipal Soc/Econ Inventory - \$25,000
	Modeling Research - \$100,000
	Regional Data Archive Demonstration - \$100,000
	Data Dissemination Development \$65,000
	)

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 100.3

Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:



# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Information Technology Management (including Regional Data Archive Demonstration)

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** This program includes the design, acquisition, deployment, and management of computing, telecommunications, and data resources at CMAP. Under this program, staff will maintain and update the internal infrastructure necessary to generate robust transportation data dissemination applications, documentation of data library management practices, content management systems for transportation datasets, and a query interface and file transfer protocol to permit analysis and visualization of data.

A major deliverable of note under this program is the "Regional Data Archive Demonstration" for the design and implementation of a Web-based data exchange medium for archived transportation data. This is intended to consolidate the region's ITS and RTAMS program with the objective to offer partner agencies a Web-based data exchange medium for archived transportation data.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** Maintenance of internal infrastructure and the web environment is vital to making data elements of the TIP, Congestion Management Process, the Long Range Transportation Plan, and other vital transportation data accessible to transportation professionals, other planners and policy analysts, and the general public.

**Major Tasks:** Internal Computer Infrastructure, Web Environment Management, Application Software Management, Office Systems Management, Regional Data Archive Demonstration, Internal Wiki and Content Management System Development, Internal Data Library Management, Data Dissemination and Visualization.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Functional Interface Between Agency Workstations, Internal Storage Area Network, and CMAP Web services	In-house	On-Going
Office Technology Systems	In-house	On-Going
Legal and Operational Software Applications	In-house	On-Going
Regional Data Archive: High Capacity Storage Area Network For Archived Data Sets	In-house	June 2010
Regional Data Archive: Content Management System For Users	Outside Distribution	June 2010
Regional Data Archive: Query Interface for Users	Outside Distribution	June 2010
Regional Data Archive: FTP for Uploading and Downloading Data	Outside Distribution	June 2010
Wiki/CMS for Internal Network	In-house	June 2010
Documentation of Data Library Management Practices and Catalog of CMAP Data Assets	In-house	June 2010
Web-Based Data Dissemination Applications	Outside Distribution	June 2010

**Optional:** Additional information on products can be placed here:

**Financial Data**

**State FY 10 UWP Project Budget:**

**FHWA/FTA Amount Requested:** \$ 1,719,100

**Local Match Amount:** \$ 429,775

**Expense Breakdown for Core UWP Expenditures**

\$ 1,084,375 Staff (including overhead)  
 \$ \$1,064,500 Other costs (specify purpose:  
     Commodities - \$28,000  
     Contracts: Software maintenance/Licenses - \$206,500  
     IT support - \$440,000  
     Web mgt, development and maintenance - \$150,000  
     Equipment/Software purchase - \$240,000  
 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 94.5

**Detailed description of staff time and responsibilities for core projects:**

Staff Position	Tasks on Core Project	Person Months

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:



# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Plan Implementation and Technical Assistance

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** To provide technical assistance with a variety of tools, programs and information sharing designed to share best practices and build regional capacity in transportation and land use planning. Staff work with all municipalities in the region, community organizations, counties, planning, economic and community professionals and the private sector to develop joint programs, promote regional collaboration, analyze professional needs, assess strengths, weaknesses and plan for the future.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** This program addresses and contributes to all core programs of the MPO. Alongside other initiatives, this program specifically works to implement the strategies and policies in the recent CATS and NIPC long range plans. Staff provide technical assistance workshops and encourage public participation for a majority of CMAP's regional priorities. Each plan implementation project or tool developed is designed to be inclusive, information obtained can be integrated into the GO TO 2040 plan, provides quality outcomes, reflects best practices, addresses diversity, economic realities, maximizes the use of technology, promotes collaboration across the region as well as addresses both immediate and longterm goals of regional planning.

**Major Tasks:** Plan Commissioner Training and County Planning Coordination on transportation and land use planning issues, inventory of regional brownfield sites, corridor development initiative, economic analyses of development decisions, economic cluster analysis, return on investment tool and analysis for local communities to quantify the impacts of development decisions, summits and roundtables on a variety of topics related to transportation and land use planning and impacts.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Regional roundtables, TA workshops,	Outside Distribution	On-Going
Planning Law brochure	Outside Distribution	June 2010
Cluster report 2 and impact studies	Outside Distribution	June 2010
Brownfield Inventory/scenario analysis	Plan/Program	On-Going
Tool and data development	Plan/Program	On-Going
Technical Assistance Providers Network- Bi-monthly meetings	In-house	On-Going
Technical Assistance Providers Directory	Outside Distribution	On-Going
ROI Model Tool- Training Program for Municipalities and Software Distribution	Outside Distribution	On-Going
Local Datasets, Maps, and meetings with project participants regarding the Full Circle System	Outside Distribution	On-Going
Data Collection and Dissemination regarding industrial land uses and cargo oriented development	Outside Distribution	On-Going
Energy and Waste Audits for Local Communities	Outside Distribution	On-Going

**Optional:** Additional information on products can be placed here: All activities/products cannot be specifically outlined but most of them evolve and are implemented in response to current or important issues. They encompass a variety of initiatives that strive to achieve, implement, integrate, encourage local involvement and build regional capacity for the overall planning process. All activities under Plan Implementation are designed to complement and lead the GOTO 2040 planning process. They are topic focused and have effective outcomes that are Specific, Measurable, Achievable-Agreed to, reasonable and timebound.

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 1,150,723

**Local Match Amount:** \$ 287,681

**Expense Breakdown for Core UWP Expenditures**

\$ 1,250,404 Staff (including overhead)  
\$ 188,000 Other costs (specify purpose:  
Commodities - \$34,500  
Research Assts. - \$28,500  
Planning Law Brochure - \$50,000  
Cluster Analysis - \$75,000 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 106.5

**Detailed description of staff time and responsibilities for core projects:**

<b>Staff Position</b>	<b>Tasks on Core Project</b>	<b>Person Months</b>

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Policy Development

**Sponsoring Agency:** CMAP

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### Project Description

**Purpose:** Research, analysis, and development of policies and agency methods to support, promote, and integrate transportation and land use planning. CMAP's operating legislation charges the agency to consider and analyze the regional and intergovernmental impacts of proposed major developments, infrastructure investments and major policies and actions by public and private entities on natural resources, neighboring communities, and residents.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** In order to develop and implement a comprehensive plan, provide technical assistance to communities and introduce innovative and non-traditional planning to northeastern Illinois, CMAP needs to provide a policy framework that shapes regional plans and the transportation system.

**Major Tasks:** Develop, monitor and evaluate agency policy and methods for integrating land use and transportation; provide all staff support to CMAP Committees; as-needed strategy research and analysis related to transportation, land use, housing, environmental, and economic development policy issues; legislative analysis and development of agency legislative priorities, continued work on creating a framework and agenda for federal and state legislation, continued research, analysis, and outreach regarding the Developments of Regional Importance (DRI) process.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Prioritization and Criteria for Transportation and Other Project Selection	Outside Distribution	On-Going
Strategy Research and Dissemination	Outside Distribution	On-Going
Legislative Analysis	Outside Distribution	On-Going
R&A and Outreach Related to DRI Process	Outside Distribution	On-Going
CMAP Staff Support to CMAP Committees	In-house	On-Going

**Optional:** Additional information on products can be placed here:

**Financial Data**

**State FY 10 UWP Project Budget:**

**FHWA/FTA Amount Requested:** \$ 1,576,132

**Local Match Amount:** \$ 394,033

<u>Expense Breakdown for Core UWP Expenditures</u>	
\$ 1,871,165	Staff (including overhead)
\$ 99,000	Other costs (specify purpose: Commodities - \$99,000 )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 122.2

**Detailed description of staff time and responsibilities for core projects:**

Staff Position	Tasks on Core Project	Person Months

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**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:

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CHICAGO METROPOLITAN AGENCY FOR PLANNING

FY 2010 EMPLOYEE POSITIONS

(excludes overhead positions)

<u>Position Level/Title</u>	<u>No. of Positions</u>
Assistant	
Outreach	3
Planner	13
Analyst	5
Associate	
Outreach	3
Planner	15
Analyst	8
Graphic Designer	1
Senior	
Outreach	1
Planner	12
Analyst	6
Principal	
Outreach	1
Planner	3
Analyst	2
Management	
Communications	1
Deputy Executive Director	4
Chief of Staff	1
Executive Director	1
Total	80

# **COUNCIL OF MAYORS**

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

**Project/Program Title:** Subregional Transportation Planning, Programming and Management

**Sponsoring Agency:** Regional Council of Mayors

### Project Description

**Purpose:** To provide for strategic participation by local officials in the region's transportation process as required by SAFETEA-LU, the Regional Planning Act and future legislation. To support the Council of Mayors by providing STP development and monitoring, general liaison services, technical assistance and communications assistance.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** Through the Planning Liaison (PL) Program, the Council of Mayors provides a link between CMAP and the suburban Mayors. PL staff coordinates with CMAP and other local, regional and state transportation agencies to support the integration of transportation and land use in the Long Range Plan, subregional corridor planning, data collection, ITS initiative, etc. Each council manages an STP program that is integrated into the Transportation Improvement Program. PL staff work to advance the goals and focus areas of the Unified Work Program and Congestion Management System throughout the region. The PL Program provides a forum for municipal education and involvement in support of CMAP's Public Participation Program.

**Major Tasks:** See attached Council of Mayors scope for details. (Please note that several tasks include additional activities that will be submitted as part of the Discretionary Program Element (Competitive Selection) of the UWP.

**Products and completion schedule:**

Product	Product Type	Completion Date:
FY 09 - 13 Surface Transportation Program	Plan/Program	On-Going
Municipal project applications (CMAQ, RTAP, ITEP, etc.	Plan/Program	As Needed
FY 2010 Quarterly Reports	Outside Distribution	As Needed

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 1,095,133

**Local Match Amount:** \$ 409,045

<u>Expense Breakdown for Core UWP Expenditures</u>	
\$ 1,095,133	Staff (including overhead)
\$	Other costs (specify purpose: )

### Staff Time Breakdown for Core UWP Expenditures

Total Person Months (FY 10): 180

#### Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months
Planning Liaisons	See attached scope for details.	180

**Optional:** Information on additional staff involvement can be placed here: Each Council utilizes the staff needed to accomplish scope tasks, with the overall PL program having the equivalent of 11 full-time staff at 80/20 match and 4 full-time staff at 50/50 match. The \$1,095,133 in federal funds, is matched with \$228,696 at 80/20, and \$180,349 in additional local match at 50/50 (see attached basis for funding request for details).

**Optional:** Comments on core planning activities not covered by UWP funding:

**CTA**

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Program Development

**Sponsoring Agency:** CTA

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### Project Description

**Purpose:** Improve CTA capital program coordination with regional Transportation Improvement Program (TIP)

**Core Element Addressed/Supplemental:** Transportation Improvement Program

**Justification: How does this project address core MPO responsibilities?**

This project will facilitate CTA's coordination of its capital program development with the Chicago Regional five-year Transportation Improvement Program.

**Major Tasks:**

- \* Develop CTA's capital programs for inclusion in the five-year regional TIP.
- \* Identify and analyze potential capital projects for funding eligibility.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Annual Report	In-house	June 2010
	Select	Select Select

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

FHWA/FTA Amount Requested: \$ 310,464

Local Match Amount: \$ 77,616

<u>Expense Breakdown for Core UWP Expenditures</u>	
\$ 388,080	Staff (including overhead)
\$	Other costs (specify purpose: )

### Staff Time Breakdown for Core UWP Expenditures

Total Person Months (FY 10): 36

#### Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months
Technical Staff	Solicit proposals/projects from CTA business units; Review unfunded needs lists; Examine current five-year program on an on-going basis; Reassess project readiness and schedule; Assess project viability; Perform cost-benefit analysis;	36
	Develop scope schedule, budget, and cash flow estimates; Verify compliance and eligibility issues for historic properties; Determine need for and prepare environmental assessment, as warranted; Analyze program mark;	
	Align projects to efficiently utilize marks; Develop program into TIP database; Monitor projects and provide Quarterly Reports.	

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:

# METRA

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** Program Development

**Sponsoring Agency:** Metra

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### Project Description

**Purpose:** Program Development incorporates capital transit planning and programming to address regional transportation improvement, congestion management, safety and security planning, proactive public participation, and development and monitoring of a fiscally constrained TIP.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** Metra is responsible for developing the capital and operating programs necessary to maintain, enhance, and expand commuter rail service in northeastern Illinois. Metra participates in the MPO process accordingly. Core element activities done by Metra include: Regional transportation planning efforts; Transit planning; Private providers coordination; Planning with protected populations; Safety and security planning; Proactive public involvement process through documents for public review and comment; Facilitation of communication between local and regional governmental entities. An extensive range of activities done prior to TIP submittal (data collection, financial planning & analysis) contribute to products of MPO responsibility.

**Major Tasks:** Program and budget amendments; environmental reviews; TIP revisions; database management for rolling stock, track & structure, bridges, signal and electrical equipment, facilities, stations, parking; capital investment/financial analysis

### Products and completion schedule:

Product	Product Type	Completion Date:
Preliminary Program and Budget	Outside Distribution	October 2009
Final Program and Budget	Outside Distribution	November 2009
TIP Submittal	Outside Distribution	December 2009

Public Involvement briefing materials	Select	November 2009
	Select	Select Select
	Select	Select Select

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 320,000

**Local Match Amount:** \$ 80,000

<b><u>Expense Breakdown for Core UWP Expenditures</u></b>	
\$ 400,000	Staff (including overhead)
\$	Other costs (specify purpose: )

### **Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 42

### Detailed description of staff time and responsibilities for core projects:

<b>Staff Position</b>	<b>Tasks on Core Project</b>	<b>Person Months</b>
Section Chief	Program coordination, development, capital inventory analysis	9
Section Chief	Briefing materials for public involvement	2
Section Chief	Coordination of Environmental Reviews	1
Program Coordinator	TIP submittals and capital program preparation and revisions	8
Program Coordinator	Briefing materials for public involvement	2
Program Coordinator	Database management and fiscal analysis	2
Program Coordinator	Development of capital programs	12
Division Director	Coordination of all program development document reviews, approvals, and submittals	6

**Optional:** Information on additional staff involvement can be placed here: Multiple departments within Metra contribute to products of Program Development while not charging their time to this project.

**Optional:** Comments on core planning activities not covered by UWP funding: Activities for which UWP funding is not proposed includes further financial planning and development participation by various Metra departments and contract rail carriers as well as costs for document reproduction.

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**PACE**

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

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**Project/Program Title:** TIP Development & Monitoring

**Sponsoring Agency:** Pace

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### Project Description

**Purpose:** To develop a fiscally constrained Suburban Bus Capital Improvement Program for the North Eastern Illinois region which is consistent with and supportive of regional comprehensive plans. Participate in the TIP and CMAQ development process and provide support for the air quality conformity analysis of Capital Projects.

**Core Element Addressed/Supplemental:** Transportation Improvement Program

**Justification: How does this project address core MPO responsibilities?:** This project would address the Transportation Improvement plan of the five Federally required products of the Metropolitan Planning Organization. In addition, it would provide for support of those five Federally required products.

**Major Tasks:** 1. Participate in TIP and CMAQ development process. 2. Develop Pace Five Year Capital Plan for FY 2010-2014. 3. Update TIP to include all new project information for 2010-2014. 4. Provide analysis of Capital projects identifying impact on air quality for CMAQ conformity. 5. Monitor progress of the TIP Conformity Analysis.

#### Products and completion schedule:

Product	Product Type	Completion Date:
Pace TIP element	In-house	On-Going
Pace Fiscal Year 2010-2014 Capital Program	In-house	December 2009

Monitor TIP Projects	In-house	On-Going
	Select	Select Select
	Select	Select Select
	Select	Select Select

**Optional:** Additional information on products can be placed here:

**Financial Data**

**State FY 10 UWP Project Budget:**

**FHWA/FTA Amount Requested:** \$ 120,000

**Local Match Amount:** \$ 30,000

<b><u>Expense Breakdown for Core UWP Expenditures</u></b>	
\$ 150,000	Staff (including overhead)
\$	Other costs (specify purpose: )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 18

**Detailed description of staff time and responsibilities for core projects:**

<b>Staff Position</b>	<b>Tasks on Core Project</b>	<b>Person Months</b>
Senior Grants Administrator	Develop and administor Grants Projects, TIP analysis and monitoring of Program	12
Senior Project Manager	Various support functions, TIP monitoring, CMAQ monitoring	6

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

**Project/Program Title:** Rideshare Services Program

**Sponsoring Agency:** Pace

### Project Description

**Purpose:** The Pace Rideshare Program seeks to support individuals and employers in developing carpools and vanpools in support of regional plan objectives.

**Core Element Addressed/Supplemental:** Congestion Management Process

**Justification: How does this project address core MPO responsibilities?:** Ridesharing is recognized as a major component of management and operational planning strategies that increase operational efficiency of highway and arterial roads, lengthen the life-span of capital infrastructure investments, reduce dependency on limited fuel supplies, promote sustained high occupancy vehicle travel behavior and improve air quality. The goal of the marketing program is to increase ridesharing participation by directing people to PaceRideShare.com, which features Pace's new GreenRide ridematching system. The system will have the capability of tracking regional emissions reductions when participants report their commuting data.

**Major Tasks:** 1. Develop, produce, and distribute Pace RideShare information piece(s).  
 2. Select and procure promotional giveaway items. 3. Continue to improve the functionality and design of the pacerideshare.com website.

**Products and completion schedule:**

Product	Product Type	Completion Date:
Promotional Items	Outside Distribution	As Needed Select
Website updates and maintenance	Plan/Program	On-Going Select
Fuel Cards	Outside Distribution	On-Going Select
	Select	Select Select
	Select	Select Select

	Select	Select Select
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**Optional:** Additional information on products can be placed here: Examples of promotional items include brochures/pamphlets, photo/video production, and giveaways (ie pens, keychains, etc.) Fuel Cards will be used as raffle prizes to reward carpool groups who report their commuting information.

**Financial Data**

**State FY 10 UWP Project Budget:**

**FHWA/FTA Amount Requested:** \$ 140,000

**Local Match Amount:** \$ 35,000

<u>Expense Breakdown for Core UWP Expenditures</u>	
\$ 25,000	Staff (including overhead)
\$ 150,000	Other costs (specify purpose: pass-through/ consultancy & fuel card purchase. )

**Staff Time Breakdown for Core UWP Expenditures**

Total Person Months (FY 10): 4

**Detailed description of staff time and responsibilities for core projects:**

Staff Position	Tasks on Core Project	Person Months
Project manager	All	4

**Optional:** Information on additional staff involvement can be placed here:

**Optional:** Comments on core planning activities not covered by UWP funding:

**RTA**

# FY 2010 UWP PROPOSAL FORM

## CORE PROJECTS

State Fiscal Year (July 1, 2009 to June 30, 2010)

**Project/Program Title:** Regional Data Archive Demonstration

**Sponsoring Agency:** RTA

### Project Description

**Purpose:** Contribute to the design and implementation of a CMAP-led web-based data exchange mechanism for archived transportation data. RTA has significant experience with web-based data access in its RTAMS system which currently serves 2,000+ users. Expected contributions are access to transit data and potential adaptation of the RTAMS user interface to provide content management, data visualization and analysis.

**Core Element Addressed/Supplemental:** Multiple Elements

**Justification: How does this project address core MPO responsibilities?:** Will consolidate archive and data provision objectives of regional ITS, RTAMS and other programs. Will provide partner agencies a web-based data exchange method for transportation data.

**Major Tasks:** see CMAP proposal "Information Technology Management" for more details on the Regional Data Archive Demonstration.

**Products and completion schedule:**

Product	Product Type	Completion Date:
	Select	Select Select
	Select	Select Select
	Select	Select Select

	Select	Select Select
	Select	Select Select
	Select	Select Select

**Optional:** Additional information on products can be placed here:

## Financial Data

### State FY 10 UWP Project Budget:

**FHWA/FTA Amount Requested:** \$ 72,000

**Local Match Amount:** \$ 18,000

#### Expense Breakdown for Core UWP Expenditures

\$	Staff (including overhead)
\$ 90,000	Other costs (specify purpose: software development UIC-Dept Comp. Science under contract to RTA )

#### Staff Time Breakdown for Core UWP Expenditures

Total Person Months (FY 10): 9

#### Detailed description of staff time and responsibilities for core projects:

Staff Position	Tasks on Core Project	Person Months
Software Engineer	software development	5
RTA Mgr	project management and concept design	1
RTA Analyst	design development and archeived data access	3

**Optional:** Information on additional staff involvement can be placed here: RTA staff effort will not be charged to project.

**Optional:** Comments on core planning activities not covered by UWP funding: