



Unified Work Program (UWP) Committee

Annotated Minutes

September 8, 2021 – 1:00 p.m.

Via:

<https://us06web.zoom.us/j/86185974373>

Tele:

+1 (312) 626-6799 US (Chicago), Meeting ID: 861 8597 4373

Committee Members

Michael Vanderhoof Chair (IDOT)

Present (*Alternate):

Angela Manning-Hardimon (CMAP), Dan Olson* (CMAP), Emily Drexler (CTA), Philip Banea (CDOT), John Donovan (FHWA), Tom Rickert (Counties), Jason Osborn (Metra), Heather Mullins (RTA), Dave Tomzik (Pace Bus), Lenny Cannata (acting Councils of Mayors), Michael Klemens* (Council of Mayors)

Staff Present:

Erin Aleman, Amy McEwan, Molly Talkington, Gordon Smith, Kama Dobbs, Teri Dixon, Matt Rogus, Alison Case, Simone Weil, Elizabeth Scott, Jonathan Burch

Others Present:

Leah Mooney (CTA)

1.0 Call to Order

The meeting was called to order at approximately 1:00 p.m., the Chair, Michael Vanderhoof, followed by a roll call:

Michael Vanderhoof, Chair (IDOT)	Present	Lenny Cannata (Council of Mayors)	Present
John Donovan (FHWA)	Present	Tom Rickert (Counties)	Present
Philip Banea (CDOT)	Present	Dave Tomzik (Pace)	Present
Angela Manning-Hardimon (CMAP)	Present	Emily Drexler* (CTA)	Present
Heather Mullins (RTA)	Present	Jason Osborn (Metra)	Present

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes – May 12, 2021

A motion to approve the minutes of the May 21, 2021, meeting as presented was made by Tom Rickert, seconded by Angela Manning-Hardimon, and a roll call vote followed:

Michael Vanderhoof, Chair (IDOT)	Yes	Lenny Cannata (Council of Mayors)	Yes
John Donovan (FHWA)	-	Tom Rickert (Counties)	Yes
Philip Banea (CDOT)	Yes	Dave Tomzik (Pace)	Yes
Angela Manning-Hardimon (CMAP)	Yes	Emily Drexler (CTA)	Yes
Heather Mullins (RTA)	Yes	Jason Osborn (Metra)	Yes
Tony Greep* (FTA)	-		

The motion carried.

4.0 Approval of UWP Committee Membership FY 2022

The FY22 UWP Membership roster was introduced to the Committee. A motion to approve was made by Heather Mullins, and seconded by Tom Rickert. A roll call vote followed:

Michael Vanderhoof, Chair (IDOT)	Yes	Lenny Cannata (Council of Mayors)	Yes
John Donovan (FHWA)	Yes	Tom Rickert (Counties)	Yes
Philip Banea (CDOT)	Yes	Dave Tomzik (Pace)	Yes
Angela Manning-Hardimon (CMAP)	Yes	Emily Drexler (CTA)	Yes
Heather Mullins (RTA)	Yes	Jason Osborn (Metra)	Yes
Tony Greep* (FTA)	-		

5.0 FY 2021 Fourth Quarter Expenditure Reports

The FY 2021 fourth quarter expenditure report was posted to the website and introduced to the Committee for review. Any discrepancies with the expenditures reports should contact Dan Olson for update.

6.0 FY 2023 Competitive Projects Process

Erin Aleman, Executive Director for CMAP, opened by thanking members of the Committee for contributing their input, suggestions, and project examples over the past several months toward development of a new UWP Competitive program. CMAP staff then walked through the main highlights of the Competitive Recommendations document that was distributed to the Committee. The topics covered included:

- Reducing Barriers to Starting Projects
- Strategic Funding of Projects
- Project Performance
- Project Selection Criteria and Evaluation Process

The Committee discussed and contributed additional commentary relating to proposed strategies that will be incorporated into the final competitive program recommendation. Several of the main issue areas discussed included:

- Competitive project budget cap amount - \$250,000 - 300,000 mentioned several times as the ideal range

- Scoping flexibility/material modifications pre- and post-award for successful competitive projects
- Procurement timelines as part of the overall project proposals
- Review of 5-year history of UWP projects (budget spend and timelines)
- Alignment of UWP / SPR Call for Projects and application process
- Project Plans and project performance
- Evaluation criteria, eligibility, scoring tool for Call for Projects, limitation on scoring metrics
- Call for Proposal application changes

CMAP staff noted the additional input and will incorporate with the final Recommendations document scheduled to be approved at the September 22, 2021 UWP Committee meeting.

7.0 Next Meeting

The UWP Committee is scheduled to meet next on September 22, 2021, at 1:00 p.m.

7.0 Public Comment

There were no comments from the public.

8.0 Adjournment

Hearing no objections, the Chair requested a motion to adjourn the meeting. A motion to adjourn was made Heather Mullins, and seconded by Tom Rickert. The meeting ended at approximately 2:45 p.m.

Respectfully submitted,

CMAP Staff

/do
09-15-2021