

<b>Project Title</b>	Core MPO Activities
<b>Sponsoring Agency</b>	Chicago Metropolitan Agency for Planning (CMAP)
<b>Federal Amount Requested</b>	\$15,335,138
<b>Local Match Amount</b>	\$3,833,785 (\$3,500,000 State and \$333,785 Other)
<b>Total Project Cost</b> (Local Match Amount must be at least 20% of Total Project Cost)	\$19,168,923

### Description and Justification

**Brief Description** (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project)

CMAP is responsible for the implementation of the region's long range plan ON TO 2050; supporting local planning efforts; collecting, analyzing and disseminating transportation data; supporting required MPO activities such as the TIP and Congestion Management Process; performing a range of transportation studies; providing technical assistance; and engaging in coordinated regional outreach. Some of the major areas to be addressed in this program include regional mobility, local safety analysis, strategic truck freight policy and bottleneck analysis and regional economy. CMAP provides regional forecasts and planning evaluations for transportation, land use and environmental planning. For FY2023, the agency will focus its efforts on the Regional Economic Recovery, COVID Mobility Recovery work, the ON TO 2050 Plan Update, and other planning activities to support regional partners' COVID recovery efforts.

### Major Tasks (up to 20)

#### Planning

1. Direct technical assistance to communities through staff-led and management of consultant-led projects from the Local Technical Assistance program
2. Activities associated with implementation of local plans, as well as plan implementation assistance of ON TO 2050
4. Capacity building activities with local governments Research and development of new approaches to be applied in local plans
5. Involvement of partner organizations in LTA projects
9. Local Truck Routing and Community Plans

### Plan Implementation & Legislative Affairs

1. Federal Legislation, Regulation, and Policy – monitoring and policy analysis
2. State Legislation, Regulation, and Policy – Monitoring and Policy Analysis
3. Mobility Recovery research, analysis and engagement
4. Equitable Engagement program development and engagement
5. Regional Economic Recovery initiatives
6. Strategic Regional Transit Investment monitoring
7. Safety Planning and Strategic Actions
8. Improvements for Transportation Analysis in ON TO 2050 Update
9. Equity in Transportation Fares, Fees and Fares
10. Governance and Tax Policy Analysis
11. Development of Demographic Analysis
12. Inclusive Growth Implementation, Research and Policy Updates
13. Climate mitigation strategies and resilience implementation
14. Establishment of Performance Targets
15. ON TO 2050 Indicator and Performance Monitoring
16. Grade Crossings Conceptual Engineering Analysis

### Research, Analysis & Programming

1. Regionally Significant Projects Technical Assistance and Mobility Implementation
2. Regional Highway Traffic Signal Modernization Program Recommendations
3. Pavement Management Plans for Chicago Local Agencies
4. Advanced Travel Model Implementation
5. Travel and Emissions Modeling
6. Transportation Modeling Services to Regional Partners
7. Data Visualization Application Development
9. Estimation and Calibration of Activity-Base
10. Design and Production Travel Demand Models
11. Tip Development and Management
12. Conformity of Plans and Programs
13. CMAQ and TAP-L Development
14. STP Shared Fund Program Management and Local Program Development Support
15. Active Program Management – Regional Partners (CMAQ and TAP)
16. Active Program Management – Local Programs (STP-L)
17. E-Tip Database Development and Maintenance
18. COM Support
19. Regional Inventories Maintenance
20. Regional Land Use Model Development
21. Regional Indicators Development

### Communications and Outreach

1. Print and Digital Communication Materials
2. Media Relations and Messaging

3. Design Integration
4. Website Redesign, Maintenance, and Development
5. Social Media
6. Digital Content Strategy and User Engagement
7. External Engagement
8. Internal Communications
9. State of the Region event
10. Public Engagement Tools

Information Technology Management

1. Maintain and update the IT infrastructure
2. Perform System Administration and computer staff support through management and maintenance of hardware and software for all CMAP computer systems
3. Data Center management and workstation support
4. Business continuity implementation

**Core Justification** (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)

CMAP performs the core required MPO functions for the northeastern region of Illinois. CMAP partners with local governments and coordinates with them planning activities to advance transportation planning with land use and other planning considerations in the region. The ON TO 2050 plan, which was adopted in October 2018, reflects the agency priorities, ranging from transportation finance, economic resilience, state and local taxation, to broader land use issues including housing and natural resource policies. For FY2023, the agency will focus its efforts on the Regional Economic Recovery, COVID Mobility Recovery work, the ON TO 2050 Plan Update, and other planning activities to support regional partners' COVID recovery efforts. CMAP is responsible for communicating to the public and stakeholder groups all activities and priorities of the CMAP Board and MPO Policy Committee. CMAP is the authoritative source for data and methods used for regional analysis. CMAP promotes online data sharing among partners. Data sharing tools closes a gap in providing transparent decision making tools. As the MPO for the region, CMAP is also responsible for managing the TIP and Congestion Management Process. The FY2023 budget request supports these core MPO activities.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities)

The proposal responds to a number of the regional priorities: Local Technical Assistance and the Formation of Collaborative Planning Efforts; Planning Work toward Implementation of ON TO 2050 Regionally Significant Projects, Including Supportive Land Use; Modernization of the Public Transit System; Leveraging the Transportation System to Promote Inclusive Growth; Harnessing Technology to Improve Travel and Anticipating Future Impacts; Information

sharing; Improved access to information; Air Quality Conformity Access to Information; Efficient Governance; Financial Planning; Improving Decision-Making Models and Evaluation Criteria for Project Selection.
<p>Is this project a continuation of previous work? If so, please explain.</p> <p>The proposed activities reflect implementation action areas adopted in the region's long range plan ON TO 2050 and continuation of the core responsibilities of the MPO.</p>
<p>Who will benefit from the interim or final products of this project?</p> <p>The products will benefit state and local public officials, local partners, transportation implementers, economic development practitioners, business leaders, the non-profit sector, and residents of the region.</p>
<p>What is the source of funds for the local match portion of this project?</p> <p>Illinois Department of Transportation and CMAP local dues.</p>

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b> <i>Note: Due to the significant amount of deliverables CMAP is required to provide to IDOT. Quarterly Reports and deliverables as identified in the work plan, RFP or project scope will be delivered to IDOT quarterly or at completion of project.</i>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Quarterly Report	Report	Quarterly
Project Completion Deliverables – As identified as deliverables in RFPs and Scope of Work	Studies, Reports, Data, Analysis, Policy Documents, Models, and Software/Website	Upon Project Completion or as indicated by milestones in the project plans

**\*All Products listed will need to be provided to CMAP at the end of the Quarter that Product is listed completed.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$10,790,000
<b>Overhead Cost associated with these activities</b>	\$2,676,033
<b>Total Person Months</b>	1168
<b>Consultant Cost</b>	\$2,016,341
<b>Other Costs</b>	\$3,686,549
<b>Total Program Cost</b>	\$19,168,923
<b>Please specify the purpose of consultant costs</b>	
See attached descriptions for consultants.	
<b>Please specify the purpose of other costs</b>	
See attached descriptions for other costs.	

Program	Staff	Total Person Months	Indirect	Consultant Costs	Other Costs	Total CMAP Cost
Local Planning	\$2,487,982	303	\$616,434	\$211,500	\$476,883	\$3,792,799
Plan Implementation and Intergovernmental Affairs	\$3,443,512	324	\$855,833	\$246,250	\$623,233	\$5,168,828
Research, Analysis and Programming	\$2,793,881	307	\$692,225	\$117,500	\$1,123,994	\$4,727,601
Communications and Outreach	\$1,331,183	150	\$329,820	\$792,243	\$390,826	\$2,844,072
Information and Technology	\$733,441	84	\$181,721	\$648,848	\$1,245,786	\$2,809,796
Finance and Administration					\$245,269	\$245,269
	\$10,790,000	1168	\$2,676,0333	\$2,016,341	\$3,686,549	\$19,168,923

Program	Purpose	Amount
<b><u>Planning</u></b>		
Visualization Support for LTA projects	Renderings, illustrations, and visualizations to be used for several ongoing or upcoming LTA projects	\$32,000
Planning Advisory Services	Specialized services in 21 focus areas, including comprehensive, downtown, neighborhood, subarea, and site plans, and transportation plans, among other types.	\$250,000
Contract Planning Staff	Specialized services to provide in house staff support on CMAP Planning projects	\$100,000
Developer Panel Urban Land Institute	Support to conduct developer panels to evaluate revitalization efforts in selected LTA projects	\$40,000
<b><u>Plan Implementation and Intergovernmental Affairs</u></b>		
Climate Related Transportation Consultant	; Contract to explore the impacts of climate on transportation within the region	\$100,000
Mobility Recovery Consultant	Support to develop a visionary plan for the region to address post COVID impacts to transportation	\$118,276

<b>Program</b>	<b>Purpose</b>	<b>Amount</b>
Equitable Engagement Program	Support to develop and implement a program to engage stakeholders in environmental justice communities	\$165,320
Freight Bottle-neck Elimination Conceptual Engineering	Contract with engineering firm to explore existing grade-crossings and truck bottleneck locations to determine roadway deficiencies, solutions to eliminate delays, and how to incorporate in CMAP's programming activities	\$50,000
Regional Economic Competitiveness Consultant	Contract to explore CMAP's role in transportation investment decisions to the economic competitiveness of the region	\$200,000
<b><u>Research, Analysis and Programming</u></b>		
Land Use Model License and Maintenance - UrbanSims	License, maintenance and support for the Land Use Model	\$36,000
Dunn & Bradstreet	Commercial data and analytics for business and economic information	\$114,737
MetroStudy Online	LTA public engagement tool	\$22,000
CoStar Data Subscription	Commercial Real Estate data	\$41,000
EMSI Data Subscription	Regional Workforce and Economic Development data	\$25,000
Synchro/Simtraffic	Contract for traffic count equipment and support	\$5,500
Near Map Ariel Photos	Arial photos of the region required for research and analysis	\$50,000
TIP Database Maintenance	Support for maintenance of the TIP database	\$181,803
Update and Enhancement of the Activity Based Model	MPO required activity to update and enhance the travel demand model	\$133,306
Standardization of Employment Data and Estimates	Contract to scrub data for standardization to use in comparisons and analysis	\$30,000
Academic Journals	Access to data sources for purposes of research and analysis – Social Science Journals	\$29,000
EBSCO	Research database for research and analysis purposes	\$18,600

<b>Program</b>	<b>Purpose</b>	<b>Amount</b>
<b><u>Communications and Outreach</u></b>		
Web Development and Maintenance	Support for enhancing and maintaining the CMAP website	\$86,000
Web Hosting and Support	Hosting and technical services for the CMAP web server	\$42,500
Development of New Website	Support to develop and implement new website	\$195,700
Design Integration	Support for instilling design to maximize impact and usability of CMAP print and web materials	\$190,000
Kiosk Support Services	Provide logistics and support services for CMAP kiosks	\$2,000
Translation Services	Support to translate ON TO 2050 and other materials in multiple languages	\$10,000
Bang the Table	Public engagement tool for the LTA program	\$49,655
Liferay	Maintenance of content management system	\$15,000
Public Opinion Poll	Contract to develop and conduct public engagement regional public opinion poll	\$30,000

#### UNIQUE OTHER EXPENSES

<b>Program</b>	<b>Purpose</b>	<b>Amount</b>
Audit Services	Contract to perform annual financial audit and statements	\$45,000
Software Maintenance/licenses	Annual fees under IT department	\$711,062
IT Support	Management, maintenance and monitoring of all CMAP network, financial and communications network	\$629,148
Office Equipment Maintenance	Service charges associated with the repair and maintenance of office equipment used by CMAP	\$13,000
Co-Location Hosting Services	Cost related to maintaining remote location for data for the purpose of business continuity, storage capacity and cybersecurity protection	\$115,000
Enterprise Resource Planning (ERP System)	Implementation of new financial system for the agency	\$595,000



<b>Program</b>	<b>Purpose</b>	<b>Amount</b>
Audio Visual Support	Contract to provide support and maintenance for all audio and visual equipment in new location at the Post Office	\$8,000
Network Security Audit	Annual security audit of agency's network and cybersecurity implementation plan	\$65,620

<b>Project Title</b>	Chicago Transportation Planning and Programming
<b>Sponsoring Agency</b>	Chicago Department of Transportation (CDOT)
<b>Federal Amount Requested</b>	\$718,000
<b>Local Match Amount</b>	\$179,500
<b>Total Project Cost</b> (Local Match Amount must be at least 20% of Total Project Cost)	\$897,500

<b>Description and Justification</b>
<p><b>Brief Description</b> (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project. This information will showcase your project in future documentation, including the UWP Document)</p> <p>The purpose of this project is to support the CMAP regional objectives as an MPO by ensuring the City of Chicago’s participation in CMAP’s regional planning and transportation programming processes including the development of the RTP and the TIP. In addition, CDOT will conduct technical/policy studies and analyses, which will lead to transportation projects and policies, as well as information for various audiences (including other government agencies, elected officials, stakeholder organizations, and the general public). Work on these tasks facilitates the full and effective participation of the City of Chicago in the regional planning process.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>1. Technical Studies and Analysis</li> <li>2. TIP Development, Monitoring, and Active Program Management</li> <li>3. STP – Program Development</li> <li>4. Planning Coordination/Liaison <ul style="list-style-type: none"> <li>- Participation in the implementation of the ON TO 2050 Plan and the Plan update process</li> <li>- Participation in various CMAP committees</li> <li>- Development/implementation of applications for planning funds</li> </ul> </li> <li>5. Procurement or maintenance of computer hardware/software necessary to maintain the City’s transportation planning activities</li> </ol> <p>NOTE: Additional detail is provided in the accompanying addendum</p>

**Core Justification** (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)

- TIP: Develop, maintain, and monitor a fiscally constrained surface transportation capital improvement program that meets required standards and deadlines.
- Plan Implementation: Contribute to the implementation of goals and objectives of the region's long-range, comprehensive plan, ON TO 2050, by developing and representing the City of Chicago's transportation plans, projects, and programs within the regional process.
- UWP: Advance the goals and focus areas of the UWP through the participation of the City of Chicago.
- Public Participation Plan: Assure public involvement at the project level.
- Federal Requirements: Federal law requires the participation of the City of Chicago in the MPO planning process.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principal first.)

As CDOT staff continues to work on the major tasks on an ongoing basis, the task deliverables ensure that the project will address all of the regional priorities.

Is this project a continuation of previous work? If so, please explain.

Yes. The project assures continued and on-going participation from the City of Chicago in the regional planning process and in supporting/implementing the principals, goals, and recommendations set forth in CMAP's ON TO 2050 Plan.

Who will benefit from the interim or final products of this project?

- Other City of Chicago departments/sister agencies and regional transportation agencies
- Residents and businesses within the City of Chicago and the northeast Illinois region
- Visitors from all over the region, country, and world, as Chicago is a tourist destination

What is the source of funds for the local match portion of this project?

City funds

<b>Products and Completion Schedule (New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Planning study/technical analysis reports	Technical (or policy recommendation) memos, progress reports as needed, plan or report documents	6/30/23
Development, monitoring, and active program management of the fiscally constrained TIP (CDOT portion), including but not limited to STP, CMAQ, and other fund sources as required/when available	Program applications, back-up documentation, progress reports as needed	6/30/23
Development, monitoring, and active program management of other planning fund programs, including but not limited to the CMAP LTA Program, RTA Community Planning Program, and IDOT SPR Program	Program applications, back-up documentation, progress reports as needed	6/30/23
Coordination with government agencies (e.g., CMAP, IDOT, FHWA, FTA) and stakeholder organizations	Meeting notes and summary memos as needed	6/30/23
Coordination with elected officials and the public	Meeting notes and summary memos as needed	6/30/23

<b>Performance Measure Completion Schedule (New Quarterly Reporting Requirement under BOBs 2832)</b>		
<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Planning study/technical analysis reports	Status report per quarter	6/30/23
Development, monitoring, and active program management of the fiscally constrained TIP (CDOT portion), including but not limited to STP, CMAQ,	Status report per quarter	6/30/23

and other fund sources as required/when available		
Development, monitoring, and active program management of other planning fund programs, including but not limited to the CMAP LTA Program, RTA Community Planning Program, and IDOT SPR Program	Status report per quarter	6/30/23
Coordination with government agencies (e.g., CMAP, IDOT, FHWA, FTA) and stakeholder organizations	Status report per quarter	6/30/23
Coordination with elected officials and the public	Status report per quarter	6/30/23

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$887,500
<b>Overhead Cost associated with these activities</b>	\$0
<b>Total Person Months</b>	<b>96</b>
<b>Consultant Cost</b>	\$0
<b>Other Costs</b>	\$10,000
<b>Total Program Cost</b>	\$897,500
<b>Please specify the purpose of consultant costs</b> N/A	
<b>Please specify the purpose of other costs</b>  As a continuation to FY 22, CDOT is including a general line item for procurement or maintenance of computer hardware/software to the cost of this proposal.  <u>Additional note regarding staff cost:</u> In FY 14 the UWP Committee decided to no longer fund consultant costs for core activities, which reduced CDOT's award by \$500,000. To enable CDOT to still meet Federal requirements,	

it was agreed that CDOT would be able to hire three (3) new employees and charge their full cost (salary, fringe, and indirect costs) to this project proposal. CDOT was awarded \$300,000 to do so. The actual cost at that time for the three (3) new hires was \$367,869.

For FY 23 that cost increased to \$454,159, an increase of \$154,159 as compared to the amount originally awarded. The breakdown of expenses for the three (3) agreed upon hires is:

Total Salary Cost	\$256,863
Total Fringe Cost	\$134,930
Total Indirect Cost	\$ 62,366

## **ADDENDUM TO THE CITY OF CHICAGO'S APPLICATION FOR FY23 UWP CORE FUNDING**

### **Proposed FY23 Scope of Services**

#### **I. Technical Studies and Analysis**

- a. Determine data needed for various performance-based planning efforts internally and regionally (including the various programming efforts for STP funds) and assist in the collection and analysis of that data.
- b. Carry out planning studies to identify potential transit, highway, bicycle, pedestrian and other intermodal programs, projects and policies.
  - i. Develop scope of work, including the estimated project schedule and budget.
  - ii. Collect existing conditions data and create technical memos, alternatives, preferred alternative plan profiles, and/or policy recommendations.
  - iii. Coordinate study deliverables within CDOT and with other public agencies responsible for engineering, implementation, plan review, and/or other issues as needed.
- c. Participate in the scoping and process of other City department or public agency planning projects as needed.
- d. Participate in the preliminary engineering scoping and process of intensive capital project and during the formulation/implementation of low-cost capital projects.
- e. Develop and process agreements for program funding, planning studies, and/or other transportation programs/projects.
- f. Develop proposals for Unified Work Program (UWP) funding and complete funded studies including administrative requirements.
- 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/neighborhood plans.

II. **Transportation Improvement Program (TIP) Development, Monitoring, and Active Program Management**

- a. Develop the City's projects for the annual and multi-year components of the TIP.
- b. Provide project status reports and attend regular coordination meetings with CMAP, IDOT, and/or FHWA/FTA staff for regionally significant projects in the TIP.
- c. Participate in the project development and application/selection processes of federal/state fund programs that are included into the TIP. This includes, but is not limited to, the Surface Transportation Program (STP), the Congestion Mitigation and Air Quality (CMAQ) Improvement Program, the Transportation Enhancement (TE) Program, the Safe Routes to School (SRTS) Program, and the Highway Safety Improvement Program (HSIP).
- d. Prepare City projects chosen during the selection process of the federal/state fund programs mentioned above for inclusion into the TIP. This includes utilizing the established IDOT Local Project Agreement (LPA) process to facilitate reimbursement, working with the Chicago Office of Budget and Management to secure local match, and adding a project into the City's annual ordinance adopted by City Council.
- e. Document any TIP project scope of work, schedule, and cost changes. Prepare TIP amendments as needed.
- f. Participate in CMAP's ongoing Congestion Management Process.
- g. Monitor the TIP Conformity Analysis, including the semi-annual conformity amendments based on TIP amendments.

III. **STP – Program Development**

- a. Working within parameters established by federal, state, and regional regulations, guidance, agreements, and best practices, develop/implement the following:
  - i. The City's project selection process and project list for STP funds that adhere to the agreement as adopted by the City of Chicago and the Suburban Council of Mayors. Select projects for submittal to the STP Shared Fund program for funding consideration. Establish performance measures that CDOT will implement (per federal requirements) when monitoring STP projects.
  - ii. A project selection process for the Regional Shared Surface Transportation Competitive Program that adheres to the adopted agreement and is part of a cooperative effort with CMAP, Suburban Council of Mayors, and other members of CMAP's STP Project Selection Committee. Work with CMAP, the Suburban Council of Mayors, FHWA, and others to develop/implement an improved performance-based programming of STP funds as required by federal law/rules.

- b. Coordinate with other CDOT divisions, City departments, and elected officials to prioritize project funding needs in an ongoing basis and revise the STP project list as needed, adhering to the established performance measures/federal regulations, City priorities, and funding constraints.
- c. Develop an annual and a multi-year STP project list that is fiscally constrained and realistic in terms of an implementation time frame for inclusion in the TIP. Document any STP project scope of work, schedule, and cost changes. Revise these projects in the TIP as necessary.

**IV. Planning Coordination/Liaison**

- a. Participate in the implementation of the ON TO 2050 Plan and subsequent long-range transportation plan development processes established by CMAP. Coordinate the integration of ON TO 2050 focus areas into City initiatives and projects as appropriate.
- b. Committee Coverage
  - i. Attend meetings and provide assistance to City departments and other agencies as needed to advance/facilitate the City's transportation program into the region's transportation planning and funding process.
  - ii. Represent CDOT in various federal, state, and local agency committee meetings. This would include various CMAP committees such as (but not limited to) the CMAP Board, MPO Policy Committee, Coordinating Committee, Transportation Committee, CMAQ Committee, and UWP Committee.
- c. Support the development and implementation of applications for planning funds, including but not limited to CMAP's Local Technical Assistance (LTA) Program and UWP, RTA's Community Planning Program, and IDOT's Statewide Planning and Research (SPR) Program.
- d. Coordinate with and provide assistance to appropriate City departments, elected officials, and other agencies/stakeholder organizations on the regional transportation planning process as developed by CMAP.
  - i. Maintain sufficient interaction with other City departments in order to represent other City needs/concerns related to the regional transportation planning process at regional forums and meetings.
- e. Provide information on CMAP activities to appropriate City departments, elected officials, and other agencies/stakeholder organizations.
- f. Keep CMAP, City departments, stakeholder organizations, elected officials, and the general public within the City of Chicago informed of various transportation studies, plans, initiatives, and projects on an ongoing basis.
  - i. Adhere to CDOT's established processes for setting-up project coordination meetings.
  - ii. Adhere to CDOT's established processes for setting-up and informing the general public of upcoming public meetings for studies, plans, and projects.
  - iii. Refer to CMAP's Public Participation Plan as needed.



- g. Perform administrative functions for any UWP projects secured by the City.

<b>Project Title</b>	Sub-Regional Transportation Planning, Programming, and Management
<b>Sponsoring Agency</b>	Council of Mayors
<b>Federal Amount Requested</b>	\$1,533,094
<b>Local Match Amount</b>	\$383,273.50
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$1,916,367.50

<b>Description and Justification</b>
<p><b>Brief Description</b> (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project. This information will showcase your project in future documentation, including the UWP Document)</p> <p>To provide for strategic participation by local officials in the region's transportation process as required by the FAST Act, the Regional Planning Act, and further legislation. To support the Council of Mayors by providing program development, monitoring and active management of STP, CMAQ, TAP, SRTS, BRR, HPP, ITEP and other programs as needed, general liaison services, technical assistance and communication assistance. To assist CMAP, as the Metropolitan Planning Organization for the Chicago region, in meeting Federal transportation planning requirements including development of a Long-Range Transportation Plan, Transportation Improvement Program, and Congestion Management System.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>1. Communication and Public Involvement</li> <li>2. Regional Planning Support and Technical Assistance</li> <li>3. Program Development- Surface Transportation Program</li> <li>4. Program Monitoring and Active Program Management</li> <li>5. Contract and General Administrative Support</li> </ol>
<p><b>Core Justification</b> (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)</p> <p>The Planning Liaison (PL) program provides a direct link between municipalities, counties, CMAP, IDOT and other partner agencies working to accomplish core MPO activities. PLs directly manage federally funded projects sponsored by local governments in the TIP, actively</p>

participate in the implementation of ON TO 2050, assist with air quality conformity and provide/promote local government involvement in all CMAP activities.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principal first.)

Leveraging the Transportation System to Promote Inclusive Growth. Planning work toward continual implementation of ON TO 2050 major capital projects, including supportive land use. Local technical assistance and the formation of collaborative planning efforts.

Is this project a continuation of previous work? If so, please explain.  
The PL Program is a continuous program.

Who will benefit from the interim or final products of this project?  
The region’s municipalities, counties, and transportation agencies and the constituents of these bodies.

What is the source of funds for the local match portion of this project?  
Each Council provides matching funds from their operating budget. The Council budgets are typically funded by local governments.

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Quarterly Report	Narrative and fund expenditures	Quarterly
Annual Report	Report	Q4
Calendar of Council Meetings	Website Calendar	Ongoing
Council meeting agendas, materials, and minutes	Website and distributed	Ongoing
Council Website/Web Pages	Website	Ongoing
Council Newsletters and Emails	To Members	Ongoing

Program and funding information for Council members	To Members, Website	Ongoing
Attend CMAP trainings	Meetings	Ongoing
Training opportunity announcements	Meetings	Ongoing
Summaries of meetings, conferences, trainings, procedural changes, new or updated regulations, and other appropriate information	Memos Internal	Ongoing
Staff recommended active and contingency programs	Report	Q1
Summary of public comments on the local program and responses to those comments	Report	Q2
Approved local STP active and contingency programs and associated TIP amendments	Report	Q2
Local STP program updates	Report	Quarterly
TIP amendments and modifications that ensure complete and updated project information in eTIP	In eTIP database	Ongoing
Complete funding applications for calls for projects issued through the eTIP database	In eTIP database	Ongoing
Project updates for all locally implemented projects utilizing state and/or federal funding	Internal and external reports or spreadsheets	Ongoing

<b>Performance Measure Completion Schedule</b> <b>(New Quarterly Reporting Requirement under BOBs 2832)</b>		
<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Regional Planning Support	Number of CMAP Board, CMAP Transportation, MPO Policy Committee, and Planning Liaison meetings attended quarterly	Q1, Q2, Q3, Q4

Active Program Management of Locally Sponsored Programs	% of TIP changes submitted during open amendments vs. TIP changes submitted between amendments	Q1, Q2, Q3, Q4

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$ 1,916,367.50
<b>Overhead Cost associated with these activities</b>	\$
<b>Total Person Months</b>	<b>192</b>
<b>Consultant Cost</b>	\$
<b>Other Costs</b>	\$
<b>Total Program Cost</b>	\$1,916,367.50
<b>Please specify the purpose of consultant costs</b>	
<b>Please specify the purpose of other costs</b>	

<b>Project Title</b>	Program Development
<b>Sponsoring Agency</b>	Chicago Transit Authority (CTA)
<b>Federal Amount Requested</b>	\$500,000
<b>Local Match Amount</b>	\$125,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$625,000

<b>Description and Justification</b>
<p><b>Brief Description</b> The purpose of this project is to support regional objectives by providing for the strategic participation of CTA in the region’s transportation planning process including the development of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP). It will facilitate CTA's efforts to coordinate the provision of capital projects for customers in its service area with regional programs and plans.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>1. Annual Reports</li> <li>2. TIP Updates (several per fiscal year)</li> <li>3. FY 2022 - 2026 Capital Improvement Program (CIP) Amendments CTA/RTA Boards (on a quarterly basis)</li> <li>4. FY 2023 - 2027 CIP CTA Board</li> <li>5. FY 2023 - 2027 CIP RTA Board</li> <li>6. Congestion Mitigation and Air Quality (CMAQ) Annual Report</li> <li>7. FY 2023-2027 Capital Project Solicitation process which serves two essential functions: to identify CTA capital needs and to identify specific projects to be considered in the proposed five-year capital plan. Development of project forms and surveys that address project scope/justification, project evaluation based on specific attributes, and a State of Good Repair Analysis.</li> <li>8. Prioritize capital projects for inclusion in the CTA's capital program and the constrained TIP.</li> <li>9. Identify and analyze potential capital projects for funding eligibility.</li> <li>10. Develop CTA's capital program scenarios for inclusion in the five-year regional TIP.</li> <li>11. Maintain 10 year constrained investment plan program of projects</li> <li>12. Monitor capital program of projects progress. Revise grant program and adjust funding plan as needed for amending or for inclusion into the TIP.</li> <li>13. Plan and analyze CIP and work with CTA Transit Asset Management team to further develop the procedures and metrics to be used as benchmarks for asset condition</li> </ol>

- assessment and investment prioritization. Develop investment scenarios to compare against current CIP Benchmarks.
14. Identify discretionary grant program opportunities: Develop project scope/justification with user experts based on specific funding program criteria, and review/score/select best fit projects.
  15. Develop and submit annual FTA grant program of projects including preparing scope and justification, and budget detailed on task/activity line item basis.
  16. Develop annual State Motor Fuel Tax (MFT) (or PAY-GO) and State Bond grant program of projects that includes scope and justification, and budget detailed on task/activity line item basis.
  17. Strategic planning and analysis work associated with CIP development.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities)

This project supports the required MPO activities of Modernization of Public Transportation; capital investments directed toward safety, State of Good Repair (SOGR), reliability, and controlling operational costs. The project also supports the goals of regional mobility and livable communities as grant implementation and programming of major capital projects such as Red and Purple Modernization Program (RPM) and the Red Line Extension (RLE) will allow for work to progress on these projects that will provide transformational benefits to the region.

Is this project a continuation of previous work? If so, please explain.

Yes, support for this project would be a continuation of the UWP Core Project funding awarded to CTA for similar work in previous years. The need to develop and update capital programs and coordinate with regional plans is ongoing.

Who will benefit from the interim or final products of this project?

CTA's five-year capital program includes projects located throughout the entire service area. This project will therefore facilitate improvements that will help provide travel options, and thereby provide congestion relief, to the city and region. Current and future CTA customers from all over the region will benefit from improved bus and rail service.

What is the source of funds for the local match portion of this project?

Chicago Transit Authority (CTA) Operating funds

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
Name of Product	Product Type	Completion Date* (Provide actual

		<b>dates or quarter in which completed)</b>
Project Solicitation – FY 2023-2027 CIP	Request sent out to Agency Departments	June - July 2022
Preliminary FY 2023-2027 Capital Improvement Program Reports	Development of the Preliminary CTA FY 2023-2027 Program Marks and Projects	June – August 2022
Capital Projects Requests Reviewed, Meetings held with SME, and Departments.	Candidate Projects prioritized for inclusion in CIP as funding is made available.	June – August 2022
CTA CIP Program of Projects Submitted to RTA – 5yr. and 10 Yr. plan.	Funding programs, Project Description/Justification/Budget reports, SOGR analysis, Financing Plans, and others.	November – December 2022
CTA FY 2023-2027 CIP of Projects Presented to CTA and RTA Boards	Program ordinance and narrative detailing the Proposed 2023 Budget and FY 2023-2027 Plan	November – December 2022
Capital Program Amendments	Capital Plan revisions developed/presented to Boards	Quarterly
TIP Updates	Capital Budget and Plan revisions programmed into TIP	Bi-monthly
FTA Executed Annual Grant Awards	Grant Contract for FTA Sections 5307, 5337 SOGR, and 5339 Bus & Bus Facilities.	September – October 2022
Federal/Local Discretionary Grant Awards	Grant application/Contract Award. Program of Projects	Periodically throughout fiscal year.
State MFT (or PAY-GO) Annual Award	Contract Executed for Program of Projects	2022 and each year going forward.
State Transportation Multi-modal Bond Series Award	Contract Executed for Program of Projects	Amended as necessary each year.
CTA Bond Planned Issuances	Project plan and financial plan for Debt Service.	Year of Issuance.



**Performance Measure Completion Schedule**  
**(New Quarterly Reporting Requirement under BOBs 2832)**

<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Project Solicitation	<ul style="list-style-type: none"> <li>-Total request amount</li> <li>- % of request by Asset Type</li> <li>- % of request totals to constrained Capital Program total.</li> <li>- Revenue Fleet Vehicle Need: Maintenance/Replacement</li> </ul>	Qtr. 3, 2022.
Develop FY 2023-2027 Capital Improvement Program (CIP)	<ul style="list-style-type: none"> <li>- Multiple program scenarios created with emphasis on meeting SOGR/unmet needs.</li> <li>- Project meetings held with Departments</li> <li>- CTA executives review program of projects, President Office approves 5 yr. plan</li> <li>- Projects programmed to sources.</li> <li>- 5 yr. plan investments: % share by projects, projects tied to asset category type, Impact on SOGR, and unmet needs.</li> </ul>	Qtr. 4, 2022.
Complete RTA Business Plan - FY 2023-2027 CIP.	<ul style="list-style-type: none"> <li>-RTA business Plan completed: (1) Transit Asset Management Update; (2) Project Solicitation Analysis; (3) SOGR Analysis; (4) 5 yr. Program of projects to sources; (5) 5 Yr. Plan/ 10 Yr. plan - Project Description and Justification; and (6) Financing Plan.</li> </ul>	Qtr. 4, 2022.
Presented/Approved CTA FY 2023-2027 CIP.	<ul style="list-style-type: none"> <li>- CTA Budget Book completed and published,</li> <li>- Available on website and at select Public locations for review</li> </ul>	Qtr. 4, 2022 through Qtr. 1, 2023

	<ul style="list-style-type: none"> <li>- Public hearings held at CTA Headquarters (or Virtually).</li> <li>- Program of Projects Presented to transit boards: CTA November and RTA December Meetings</li> <li>- Capital Plan programmed into the regional TIP for MPO (Transportation Committee) approval</li> </ul>	
CIP Amendments	<ul style="list-style-type: none"> <li>-New sources added to the Program</li> <li>-Project Description, Justification, Budgets</li> <li>-Amended Program presented to CTA/RTA Boards</li> <li>- Amended Plan programmed into the TIP for the MPO (Transportation Committee) approval.</li> </ul>	Quarterly
Annual FTA Formula Grants Periodic Discretionary Grants	<ul style="list-style-type: none"> <li>-Executed Grant Agreement(s)</li> <li>-Budget Grant Awards to Projects, final approvals, Authorization to Proceed with Projects</li> </ul>	FTA - Qtr. 4, 2022. Disc. – Throughout the Yr.
(1) Annual State MFT (PAY-GO) (2) State Transportation Multi-modal Bond Series Grants	<ul style="list-style-type: none"> <li>-Executed Grant Agreement(s)</li> <li>-Budget Grant Awards to Projects, final approvals, Authorization to Proceed with Projects</li> </ul>	PAY-GO Qtr. 2, 2023 State Bond amended as necessary

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$625,000

<b>Overhead Cost associated with these activities</b>	\$
<b>Total Person Months</b>	<b>64.81</b>
<b>Consultant Cost</b>	\$
<b>Other Costs</b>	\$
<b>Total Program Cost</b>	\$625,000
<b>Please specify the purpose of consultant costs</b>	
<b>Please specify the purpose of other costs</b>	

<b>Project Title</b>	Kane County Bicycle and Pedestrian Plan Update
<b>Sponsoring Agency</b>	Kane County
<b>Federal Amount Requested</b>	\$160,000
<b>Local Match Amount</b>	\$40,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$200,000

<b>Description and Justification</b>
<b>Brief Description</b>
To update the Bicycle and Pedestrian Plan for Kane County, incorporating stronger safety and equity considerations for prioritizing network links.
<b>Major Tasks (up to 20)</b>
<ol style="list-style-type: none"> <li>1. Update fixed informational components of the plan such as design guidelines for developments since 2012 including the STEP (Safe Transportation for Every Pedestrian) mid-block crossing selection guide and the revisions to Chapter 17 of the IDOT BDE manual.</li> <li>2. Enrich the existing GIS data with Bicycle Level of Traffic Stress ratings and enable a network dataset for conducting equitable access analyses (similar to the current Cook County Bike Plan process). This network dataset would ideally work with the GTFS dataset which can be converted to network data for Pace and Metra to establish prioritization for providing greater access to the transit shed.</li> <li>3. Conduct public and private stakeholder focus group meetings.</li> <li>4. Develop a program of mid-block crossings based on safety improvement.</li> <li>5. Develop a set of high-priority links based on access improvement for near term funding pursuit.</li> <li>6. Estimate costs of high-priority links and measure the costs against gains in accessibility to the low-stress bicycle network.</li> <li>7. Updated plan with program of priority projects alongside applicable implementers and applicable fund sources.</li> </ol>
<b>Core Justification</b> (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)

The Kane County bicycle and pedestrian plan update will provide greater depth to prioritization of impactful projects for the Kane and northern Kendall County bicycle networks. This strategically aligns with the planning and programming aspects of the core MPO responsibilities as the Kane Kendall Council of Mayors references the bicycle and pedestrian plan to inform funding decisions through the administration of STP funds. This project may serve to enhance measures and methods used for the evaluation of bicycle projects for CMAP's implementation partners. This project will also place increased emphasis on crossing barriers faced by users of the bicycle and pedestrian network as opposed to new links, something which has seen increased attention both in CMAP's programming as well as generally.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principal first.)

The FY23 emphasis areas touched by the projects would include:

**Local Technical Assistance and the Formation of Collaborative Planning Efforts**

This emphasis area is mostly touched on by this proposal by way of increasing efforts to prioritize and implement projects which provide for alternative modes of transportation. Kane and Kendall counties have seen significant increases in cycling activity since the onset of the pandemic and providing for a larger low traffic-stress network may influence attainment of performance measures set by CMAP on single occupancy vehicle usage, particularly with shorter trips impacted by significant physical barriers.

**Leveraging the Transportation System to Promote Inclusive Growth**

Though cycling is not a key emphasis area of this part of ON TO 2050, this plan would place new emphasis on potential infrastructure projects that increase access to a low-stress bicycle network and the pedestrian network and eliminate barriers to access at key points in the network. The intent is to ultimately enable a greater share of bicycle trips for a broader range of users which can play a role in the myriad of changes needed to enable more affordable transportation options.

Is this project a continuation of previous work? If so, please explain.

This project will be based on the 2012 Kane County Bicycle and Pedestrian plan. It will take tally of implementation activities completed or partially completed since that time, update the standards, metrics and guidance released since then in the bicycle and pedestrian planning universe. The primary improvement goal of the update will be in the areas of safety and equity, but will ultimately be measured by building upon the existing bicycle and pedestrian network dataset maintained by the Kane County DOT since 2012. The emphasis on the Regional Greenways and Trails Plan will continue as in the last.

Who will benefit from the interim or final products of this project?

Residents of Kane and Northern Kendall Counties will benefit from comprehensive analysis of the bicycle and pedestrian system and the improvements it leads to, as well as visitors to the area.

Local public agencies developing proposals for funding through the Kane Kendall Council of Mayors for infrastructure improvements will have much more clarity in project development, and will be able to see bicycle and pedestrian projects through a new lens previously not enabled. Evaluation of projects via safety, access and equity performance measures will likely help local agencies secure other forms of funding than the STP-Local source available to the sub-region, as well as have more confidence to begin Phase 1 studies.

What is the source of funds for the local match portion of this project?

TBD – will provide once final Kane County Budget is approved.

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Updated design, policy setting, funding sources and federal/state guidance in information sections of the existing plan.	In-house distribution	October 2022
Bicycle and pedestrian crossing location data for Kane and northern Kendall Counties by jurisdiction.	In-house distribution	December 2022
Bicycle ArcGIS network dataset built on existing bikeway GIS data enriched with bicycle LTS.	Outside distribution	December 2022
Public and private stakeholder group meetings (general public, bicycle clubs, shops and local non-profits).	Outside distribution	April 2023
High-priority program of projects based on safety and access improvements.	In-house distribution	January 2023
Cost estimation for high-priority projects identified.	Outside distribution	March 2023

**Performance Measure Completion Schedule  
(New Quarterly Reporting Requirement under BOBs 2832)**

Name of Performance Measure	Quantitative Method of Tracking Progress	Completion Date* (Provide actual dates or quarter in which completed)
Bicycle and pedestrian mid-block crossings data	% of crossings derived from the bike-ped and road network enriched with jurisdictional information and crossing type	December 2022
Bicycle ArcGIS network dataset	Network dataset is either complete or incomplete. For bicycle LTS will be % of bicycle network links with a recorded LTS measure.	December 2022
Public and Private stakeholder group meetings	Number of meetings held/persons reached.	April 2023
High-priority program of projects	Complete or incomplete. No defined number until further data collection.	January 2023
Cost Estimations of high-priority projects	% of high-priority projects with a cost estimation completed.	March 2023

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$0
<b>Overhead Cost associated with these activities</b>	\$0
<b>Total Person Months</b>	
<b>Consultant Cost</b>	\$ 200,000
<b>Other Costs</b>	\$0

<b>Total Program Cost</b>	\$200,000
<b>Please specify the purpose of consultant costs</b> Consultant costs include the work products described in the products and completion schedule above.	
<b>Please specify the purpose of other costs</b> N/A	



<b>Project Title</b>	Program Development
<b>Sponsoring Agency</b>	Chicago Transit Authority (CTA)
<b>Federal Amount Requested</b>	\$500,000
<b>Local Match Amount</b>	\$125,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$625,000

<b>Description and Justification</b>
<p><b>Brief Description</b> The purpose of this project is to support regional objectives by providing for the strategic participation of CTA in the region’s transportation planning process including the development of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP). It will facilitate CTA's efforts to coordinate the provision of capital projects for customers in its service area with regional programs and plans.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>1. Annual Reports</li> <li>2. TIP Updates (several per fiscal year)</li> <li>3. FY 2022 - 2026 Capital Improvement Program (CIP) Amendments CTA/RTA Boards (on a quarterly basis)</li> <li>4. FY 2023 - 2027 CIP CTA Board</li> <li>5. FY 2023 - 2027 CIP RTA Board</li> <li>6. Congestion Mitigation and Air Quality (CMAQ) Annual Report</li> <li>7. FY 2023-2027 Capital Project Solicitation process which serves two essential functions: to identify CTA capital needs and to identify specific projects to be considered in the proposed five-year capital plan. Development of project forms and surveys that address project scope/justification, project evaluation based on specific attributes, and a State of Good Repair Analysis.</li> <li>8. Prioritize capital projects for inclusion in the CTA's capital program and the constrained TIP.</li> <li>9. Identify and analyze potential capital projects for funding eligibility.</li> <li>10. Develop CTA's capital program scenarios for inclusion in the five-year regional TIP.</li> <li>11. Maintain 10 year constrained investment plan program of projects</li> <li>12. Monitor capital program of projects progress. Revise grant program and adjust funding plan as needed for amending or for inclusion into the TIP.</li> </ol>

13. Plan and analyze CIP and work with CTA Transit Asset Management team to further develop the procedures and metrics to be used as benchmarks for asset condition assessment and investment prioritization. Develop investment scenarios to compare against current CIP Benchmarks.
14. Identify discretionary grant program opportunities: Develop project scope/justification with user experts based on specific funding program criteria, and review/score/select best fit projects.
15. Develop and submit annual FTA grant program of projects including preparing scope and justification, and budget detailed on task/activity line item basis.
16. Develop annual State Motor Fuel Tax (MFT) (or PAY-GO) and State Bond grant program of projects that includes scope and justification, and budget detailed on task/activity line item basis.
17. Strategic planning and analysis work associated with CIP development.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities)

This project supports the required MPO activities of Modernization of Public Transportation; capital investments directed toward safety, State of Good Repair (SOGR), reliability, and controlling operational costs. The project also supports the goals of regional mobility and livable communities as grant implementation and programming of major capital projects such as Red and Purple Modernization Program (RPM) and the Red Line Extension (RLE) will allow for work to progress on these projects that will provide transformational benefits to the region.

Is this project a continuation of previous work? If so, please explain.

Yes, support for this project would be a continuation of the UWP Core Project funding awarded to CTA for similar work in previous years. The need to develop and update capital programs and coordinate with regional plans is ongoing.

Who will benefit from the interim or final products of this project?

CTA's five-year capital program includes projects located throughout the entire service area. This project will therefore facilitate improvements that will help provide travel options, and thereby provide congestion relief, to the city and region. Current and future CTA customers from all over the region will benefit from improved bus and rail service.

What is the source of funds for the local match portion of this project?

Chicago Transit Authority (CTA) Operating funds

**Products and Completion Schedule**  
**(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))**

Name of Product	Product Type	Completion Date* (Provide actual dates or quarter in which completed)
Project Solicitation – FY 2023-2027 CIP	Request sent out to Agency Departments	June - July 2022
Preliminary FY 2023-2027 Capital Improvement Program Reports	Development of the Preliminary CTA FY 2023-2027 Program Marks and Projects	June – August 2022
Capital Projects Requests Reviewed, Meetings held with SME, and Departments.	Candidate Projects prioritized for inclusion in CIP as funding is made available.	June – August 2022
CTA CIP Program of Projects Submitted to RTA – 5yr. and 10 Yr. plan.	Funding programs, Project Description/Justification/Budget reports, SOGR analysis, Financing Plans, and others.	November – December 2022
CTA FY 2023-2027 CIP of Projects Presented to CTA and RTA Boards	Program ordinance and narrative detailing the Proposed 2023 Budget and FY 2023-2027 Plan	November – December 2022
Capital Program Amendments	Capital Plan revisions developed/presented to Boards	Quarterly
TIP Updates	Capital Budget and Plan revisions programmed into TIP	Bi-monthly
FTA Executed Annual Grant Awards	Grant Contract for FTA Sections 5307, 5337 SOGR, and 5339 Bus & Bus Facilities.	September – October 2022
Federal/Local Discretionary Grant Awards	Grant application/Contract Award. Program of Projects	Periodically throughout fiscal year.
State MFT (or PAY-GO) Annual Award	Contract Executed for Program of Projects	2022 and each year going forward.
State Transportation Multi-modal Bond Series Award	Contract Executed for Program of Projects	Amended as necessary each year.
CTA Bond Planned Issuances	Project plan and financial plan for Debt Service.	Year of Issuance.

**Performance Measure Completion Schedule**  
**(New Quarterly Reporting Requirement under BOBs 2832)**

Name of Performance Measure	Quantitative Method of Tracking Progress	Completion Date* (Provide actual dates or quarter in which completed)
Project Solicitation	<ul style="list-style-type: none"> <li>-Total request amount</li> <li>- % of request by Asset Type</li> <li>- % of request totals to constrained Capital Program total.</li> <li>- Revenue Fleet Vehicle Need: Maintenance/Replacement</li> </ul>	Qtr. 3, 2022.
Develop FY 2023-2027 Capital Improvement Program (CIP)	<ul style="list-style-type: none"> <li>- Multiple program scenarios created with emphasis on meeting SOGR/unmet needs.</li> <li>- Project meetings held with Departments</li> <li>- CTA executives review program of projects, President Office approves 5 yr. plan</li> <li>- Projects programmed to sources.</li> <li>- 5 yr. plan investments: % share by projects, projects tied to asset category type, Impact on SOGR, and unmet needs.</li> </ul>	Qtr. 4, 2022.
Complete RTA Business Plan - FY 2023-2027 CIP.	<ul style="list-style-type: none"> <li>-RTA business Plan completed: (1) Transit Asset Management Update; (2) Project Solicitation Analysis; (3) SOGR Analysis; (4) 5 yr. Program of projects to sources; (5) 5 Yr. Plan/ 10 Yr. plan - Project Description and Justification; and (6) Financing Plan.</li> </ul>	Qtr. 4, 2022.
Presented/Approved CTA FY 2023-2027 CIP.	<ul style="list-style-type: none"> <li>- CTA Budget Book completed and published,</li> <li>- Available on website and at select Public locations for review</li> </ul>	Qtr. 4, 2022 through Qtr. 1, 2023

	<ul style="list-style-type: none"> <li>- Public hearings held at CTA Headquarters (or Virtually).</li> <li>- Program of Projects Presented to transit boards: CTA November and RTA December Meetings</li> <li>- Capital Plan programmed into the regional TIP for MPO (Transportation Committee) approval</li> </ul>	
CIP Amendments	<ul style="list-style-type: none"> <li>-New sources added to the Program</li> <li>-Project Description, Justification, Budgets</li> <li>-Amended Program presented to CTA/RTA Boards</li> <li>- Amended Plan programmed into the TIP for the MPO (Transportation Committee) approval.</li> </ul>	Quarterly
Annual FTA Formula Grants Periodic Discretionary Grants	<ul style="list-style-type: none"> <li>-Executed Grant Agreement(s)</li> <li>-Budget Grant Awards to Projects, final approvals, Authorization to Proceed with Projects</li> </ul>	FTA - Qtr. 4, 2022. Disc. – Throughout the Yr.
(1) Annual State MFT (PAY-GO) (2) State Transportation Multi-modal Bond Series Grants	<ul style="list-style-type: none"> <li>-Executed Grant Agreement(s)</li> <li>-Budget Grant Awards to Projects, final approvals, Authorization to Proceed with Projects</li> </ul>	PAY-GO Qtr. 2, 2023 State Bond amended as necessary

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$625,000

<b>Overhead Cost associated with these activities</b>	\$
<b>Total Person Months</b>	<b>64.81</b>
<b>Consultant Cost</b>	\$
<b>Other Costs</b>	\$
<b>Total Program Cost</b>	\$625,000
<b>Please specify the purpose of consultant costs</b>	
<b>Please specify the purpose of other costs</b>	

<b>Project Title</b>	Asset Management, Program Development, & Administration
<b>Sponsoring Agency</b>	Metra
<b>Federal Amount Requested</b>	\$520,000
<b>Local Match Amount</b>	\$130,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$650,000

<b>Description and Justification</b>
<p><b>Brief Description</b> (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project. This information will showcase your project in future documentation, including the UWP Document)</p> <p>This project supports the planning and administrative preparation to support Metra’s initiation and delivery of capital projects to support regional transportation objectives. This project will fund the administrative staff that is responsible for agency-wide asset management activities, capital program development, and the administration of Metra’s projects in the regional Transportation Improvement Plan (TIP). The project supports CMAP objectives, including tracking annual transit asset management targets, implementing investment prioritization, and developing the TIP.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>6. Update Metra’s Transit Asset Management (TAM) Plan ahead of the Federal deadline.</li> <li>7. Establish Asset Hierarchies and crosswalks between various asset reporting systems.</li> <li>8. Manage the annual completion of National Transit Database (NTD) reporting.</li> <li>9. Manage the annual update to RTA’s COST Tool and conduct the annual analysis of the agency’s state of good repair (SOGR) backlog.</li> <li>10. Prepare for the procurement and initiation of an Enterprise Asset Management system (EAM) and determine new business processes to support the EAM.</li> <li>11. Complete the RTA’s 2023 Budget Call.</li> <li>12. Develop the 2024-2028 Capital Program.</li> <li>13. Execute amendments to the 2022 Capital Program including amendment packages for the Metra Board and the RTA Quarterly Capital Program Amendments.</li> <li>14. Develop GIS mapping of Capital Program and linear assets.</li> <li>15. Research and prepare discretionary grant applications; determine eligible projects; coordinate with user departments.</li> </ol>

16. Prepare monthly budget and expenditure reports to track projects.
17. Administration of Metra's projects in the Transportation Improvement Plan (TIP).

**Core Justification** (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)

As stated in federal legislation, it is the responsibility of the MPO to work with transportation operators, such as Metra, to develop long-range transportation plans and transportation improvement plans. This project supports the process to determine which projects are Metra will include in the TIP, beginning with asset management and program development through administration of the TIP.

The major tasks and activities close asset knowledge gaps by funding Metra's administrative staff that conducts Transit Asset Management (TAM) activities, including the management of the condition assessment processes, establishing asset data management protocols, implementing our TAM Plan, and updating the TAM Plan. The scope and staff devoted to TAM-related activities continue to expand as Metra implements its TAM plan and develops more sophisticated asset data.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principle first.)

This project will *Modernize Public Transit* by investing in projects that improve Metra's infrastructure and rolling stock. Our investments are *Prioritized* for safety and state of good repair. Metra makes communities more livable by providing safe, reliable, and affordable regional rail public transportation. Trips taken on Metra rather than personal automobiles reduce harmful emissions, congestion, and may reduce the number of traffic collisions and resulting injuries. Metra is investing in technologies that will further reduce emissions that are generated by the transportation sector. Additionally, Metra works with CMAP, RTA, to support community planning efforts that encourage transit-oriented development. These efforts benefit the entire northeast Illinois region.

**Is this project a continuation of previous work? If so, please explain.**

The project is primarily a continuation of previous work that is supported annually by the UWP Core program. The additional scope is added to support TAM activities, including the update of Metra's TAM Plan (as per US DOT's mandate) and the implementation of an EAM system.

**Who will benefit from the interim or final products of this project?**

This project benefits residents and public transportation riders across northeast Illinois. The 5-year capital program has projects that provide travel options, improved stations, and new rolling



stock throughout the entire service area. Current and future riders will benefit, as will the regional economy.

**What is the source of funds for the local match portion of this project?**

Metra funds.

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
<b>COST Tool Updates and SOGR Modeling</b>	Conduct cyclical asset condition assessments; Add/update current data; model SOGR backlog; share results with RTA and CMAP	February – July 2023
<b>Approve Capital Program – 2023-2027</b>	Submit to Metra and RTA Boards; Complete Metra’s 2023 Budget Book materials and RTA’s 2023 Budget Call materials.	July – December 2022
<b>2024 Call for Capital Projects</b>	Collect capital project requests from Metra project managers, Union Pacific RR, and BNSF RR	February – May 2023
<b>Develop 2024-2028 Capital Program</b>	Meet with SMEs and User Departments; Develop a Preliminary Program based on proposed projects and RTA’s projected funding marks	May – June 2023
<b>Capital Program Amendments</b>	Prepare amendment packages for Metra Board; Submit quarterly amendments to RTA; Update capital program data and GIS data	Quarterly
<b>TIP Updates</b>	Capital Budget and TIP Updates	Quarterly
<b>Budget and Expenditure Reports</b>	Update budget and expenditure data; Complete report and distribute to Metra managers	Monthly
<b>Discretionary Grant Applications</b>	Complete and submit applications when eligible and competitive.	When appropriate

**Performance Measure Completion Schedule  
(New Quarterly Reporting Requirement under BOBs 2832)**

<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
TAM Plan Update and EAM	<ul style="list-style-type: none"> <li>• Certify Metra’s TAM Plan update by October 2022</li> <li>• Initiate tasks in Q2 to procure and set up Metra’s first EAM System (completion timeline is TBD)</li> </ul>	Q1 2023, Q2 2023
RTA 2023 Budget Call and Metra 2023 Budget Book	<ul style="list-style-type: none"> <li>• RTA Exhibits G and H, documentation of the capital project Investment Prioritization process</li> <li>• Project Descriptions</li> <li>• Metra Budget Book materials</li> </ul>	Q2 2023
Capital Program Amendments	Execute 2022 and 2023 Capital Program Amendments, including amendment packages for the Metra Board and RTA’s Quarterly Capital Program Amendments.	Q1, Q2, Q3, Q4
TIP Updates	<ul style="list-style-type: none"> <li>• Publish 2023 capital programs to the eTIP database</li> <li>• Update active project information in eTIP</li> <li>• Submit eTIP updates for Metra program amendments, as needed</li> </ul>	Q3 2023, and quarterly updates as needed
Asset / SOGR Performance Measures	<ul style="list-style-type: none"> <li>• Coordinate NTD Data Collection</li> <li>• Develop Performance Targets</li> <li>• Distribute data to RTA, CMAP</li> </ul>	Q4 2023

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$650,000
<b>Overhead Cost associated with these activities</b>	\$0
<b>Total Person Months</b>	<b>76</b>
<b>Consultant Cost</b>	\$0
<b>Other Costs</b>	\$0
<b>Total Program Cost</b>	\$650,000
<p><b>Please specify the purpose of consultant costs</b>  Consultant costs are not included in this UWP Core Project proposal.</p>	
<p><b>Please specify the purpose of other costs</b>  Other costs are not included in this UWP Core Project proposal.</p>	

<b>Project Title</b>	Pace's Shared Mobility Program
<b>Sponsoring Agency</b>	Pace Suburban Bus
<b>Federal Amount Requested</b>	\$100,000
<b>Local Match Amount</b>	\$25,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$125,000

<b>Description and Justification</b>
<p><b>Brief Description</b> (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project. This information will showcase your project in future documentation, including the UWP Document)</p> <p>With this grant, Pace will educate essential workers on their mobility options and reconnect Pace Vanpoolers and carpoolers as they return from telework or continuing a hybrid schedule. Given the recent changes in the workday commute and the impact on low-income communities, Pace will develop a scalable marketing campaign that raises awareness of reliable job access options that are supported by the RTA Transit Benefit Fare Program. To be successful with outreach in this diverse service area, Pace will leverage culturally-relevant strategies and offer solutions that encourage an affordable mode shift.</p> <p>The following recent developments indicate an emerging need for a targeted promotion:</p> <ul style="list-style-type: none"> <li>• <a href="#">A recent CMAP study</a> revealed that transportation costs are burdening Chicago's low-income (16% of their income) more than higher-income (spend 6%) workers.</li> <li>• For carpooling, <a href="#">UC Berkeley researchers</a> found that participants were more likely to come from low-income households but car ownership is expensive.</li> <li>• While employees of all income levels utilize public transportation, low-income employees are riding public transportation to essential jobs 20% more than their counterparts. Despite this, there are suburban and reverse commuters struggling with getting to work.</li> <li>• Public transit offers an affordable solution and is accessible to potentially 55% of Chicago residents but access is less in the suburbs where many do not live near bus and train service.</li> <li>• The pandemic has shifted Northeastern Illinois workforce into three different commute types - telework, hybrid and essential workers.</li> </ul>

- During the pandemic, some public transportation service was suspended and hasn't been fully reinstated. Commuting together in a pool was also paused for various reasons including workers dropping out of the workforce to provide childcare, adopting part-time shifts, early retirement, layoffs, unemployment and shared-ride safety concerns.
- There are employees traveling across counties or states, working in areas without access to transit, seeking first and last mile options to public transportation and working shifts that don't match public transportation operating hours.
- There are clusters of essential workers living on Chicago's South and West side, Cook County (south, southwest and west suburbs) as well as in concentrated areas of McHenry, Lake, DuPage, Kane and Will counties.

Through partnership, and depending on available data, Pace's tool can offer employees information about Pace fixed route bus, Vanpool, and On Demand services as well as information about other origin-to-destination trips on rideshare and biking. Pace's marketing activities could also inform commuters about options that can be paired with compressed work weeks and telecommuting.

Outreach could potentially involve recruiting shared-commute drivers, forming new pool groups, filling open seats in existing carpools/vanpools, supporting rewards, research, and development of a loyalty program, exploring flexibility to the service design, service restructuring, and increasing participation in the Transit Benefit Fare Program. Depending on the target market, implementation could include digital or in-person promotions, platform development, improvement, expansion or maintenance, research and purchase of an app feature, coordination of APIs to deep link to a regional MaaS tool or trip planner, survey-related costs, giveaways/prizes, staffing, employer outreach and event costs.

**Major Tasks (up to 20)**

18. Understand the commute patterns and employer destinations of residents in economically disconnected areas of Chicagoland and connect to the needs of essential workers
19. Access compatibility with existing public transportation (train, bus, Pace Vanpool). Identify solutions to overcome barriers to usage.
20. Partner with others available to leverage the target markets
21. Develop an outreach plan with multi-faceted and coordinated strategies
22. Incorporate findings and unique attributes of specific communities into outreach materials and increase equity
23. Promote feasible options along with benefits and perks

**Core Justification** (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?)

As the Regional RideShare Administrator, Pace's RideShare Program is responsible for providing the primary TDM option in Northeastern Illinois and supporting regional projects and pilots to

shift travel demand, increase vehicle occupancy rates, improve air quality, commute equity and traffic flow. With such a diverse service area, Pace will implement cultural strategies to bring our service in line with community's needs and then tailor our message to ensure our outreach is effective.

The online Pace RideShare commute option tool, our staff, social media pages & chat groups and 1-800 # offer the only one-stop-shop in northeastern Illinois where commuters can connect and learn about available shared mobility options (public transportation, On Demand, Pace Vanpooling, regular and one-time carpooling) and find partners for biking. Pace RideShare addresses an important commuter need since the program provides an affordable solution to commuters who are unable to use traditional public transportation (it is not available, only provides a one-way commute, or the commute is 2+ hours), have no solo driving option and those who find ride-hailing services too expensive for regular use.

Depending on the commute, low-income households could save a significant amount of money each year by Pace Vanpooling or riding fixed route. Pace Traditional and Feeder vanpools offer a safe commute which includes a reliable van, insurance, loaner van as well as fuel, maintenance, tolls, van washes, roadside assistance, and a guaranteed ride home. Those who volunteer to be a driver participate at no cost and receive personal use of the vehicle when not sharing a ride to work. Riders can pay for vanpool fares using the transit benefit. By giving up car ownership, Pace Vanpool participants and bus riders can [save around \\$11,643 annually](#).

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principal first.)

This project supports all three of the ON TO 2050 principles:

- Inclusive growth – economic opportunity for all residents and communities
- Resilience – preparing for future changes, both known and unknown
- Prioritized Investment – carefully target resources to maximize benefit

#### Inclusive growth

With transportation being the second largest household expense, outreach will aid with educating essential workers about transit benefits and affordable commute options. Pace can utilize targeted promotions to attract pool drivers, develop rideshare groups that provide job access to communities that don't have adequate fixed route transit service and potentially develop coverage service filling in some of the gaps where there is no public transportation and where ride-hailing commutes are too expensive. Ultimately, providing shared rides and multimodal options will aid with fueling the economy as Pace RideShare participants and bus riders cut their transportation costs and spend money on other needs.

### Resilience

With the continual change in commute patterns, user expectations and technology developments, growing our demand database through outreach will allow Pace to be resilient and glean an understanding of unmet commuter needs as well as core service. Mobility demand data also allows for a better use of public resources to be focused where the concentration of commuters' request solutions. Encouraging all commuters to register on one public website could potentially trigger the formation of rideshare groups, aid with first and last mile to transit, and allows the region to respond in a "real-time" fashion to the ever-changing transportation needs of residents and workers. In addition, Pace's commute option platform has the potential to grow as technology in the transportation industry improves and it can integrate with a regional public MaaS tool.

### Prioritized Investment

Investments are maximized when efforts are focused around targeting the essential worker, increasing the utilization of the qualified transportation fringe benefit, encouraging public transportation services with lower operating costs, and implementing outreach based on culturally relevant strategies and findings from demand data analysis and local commuter studies.

Investing in essential workers by reducing transportation costs could assist with ending the vicious cycle of economic insecurity facing working and low-income commuters. Essential worker households that see a drop in household income because of pandemic related challenges are the ones who also end up with less wealth and struggle with recovery and getting ahead. Offering public transportation options that essential workers can pay for with transportation fringe benefits can cut participant's transportation costs giving a boost to essential workers as they recover from the demands of the pandemic. Developing new service using carpools and vanpools in areas where no bus and train service are available can improve job access at an affordable cost to taxpayers. The commuter data gathered through the Pace commute option tool in combination with regional studies, allows Pace to effectively target marketing and recruiting participants with the best return on investment.

Is this project a continuation of previous work? If so, please explain.

Pace's RideShare Program has been in operation since 2006 when Pace was designated as the Regional Rideshare Administrator utilizing online ridematching at PaceRideShare.com replacing sharethedrive.org which began in 2003. In this function, Pace brings together two rideshare resources: online ride matching and a successful Pace Vanpool Program which began in the 1990s. The union of these two commuter resources allows Pace to launch new vanpools from carpools and retain rideshare commuters when rideshare groups reduce from a van to a car. And with the launch of new software in 2020, Pace can assist commuters with offering one-time rides in carpools and carpooling to public transportation hubs offering a more flexible shared ride commute.

In addition, Pace RideShare would like to continue supporting recommendations found in previous TDM studies by partnering and offering mobility solutions that focus on the essential worker bring equity to transportation in our region.

Who will benefit from the interim or final products of this project?

This project will support many in our region:

- Essential workers originating from and traveling into Northeastern Illinois can benefit from knowing what their transportation options are, having affordable rideshare opportunities and available support, receiving encouragement to try other commutes besides solo driving and saving money on their commute.
- Commuters in the Pace service area would benefit from reduced congestion resulting from WI, IN and surrounding IL counties travelers heading to work in Chicagoland
- Municipalities and the general public will benefit from improved flow of traffic and clean air enhancing the quality of life and economic health in the region.
- TMAs and employers will benefit from reduced parking lot costs and increased job accessibility as well as companies that offer the transit benefit will reduce payroll tax and offer employees an affordable pay increase.

What is the source of funds for the local match portion of this project?

Pace Suburban Bus operating funds

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Research essential worker commute patterns	Market Analysis	Fall – Winter 2022
Access compatibility to existing commute options and identify solutions to overcome barriers and lower operating costs for taxpayers	Service design and User experience	Fall – Spring 2023
Update program design, fares, processes, technology, and rewards to support the outreach plan. Identify partners to leverage the targeted markets.	Program/Platform/Marketing	Spring 2023



Develop a multi-faceted outreach plan with culturally-relevant strategies Develop marketing content	Marketing	Spring 2023
Launch campaign/outreach	Marketing	May/June 2023

<b>Performance Measure Completion Schedule</b> <b>(New Quarterly Reporting Requirement under BOBs 2832)</b>		
<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Target essential worker markets	Summary report of core markets for internal use	Q1-2022 to Q2-2022
Commute solutions, benefits, and perks	Service descriptions and user experience set up	Q3-2023
Outreach strategies	Number of strategies evaluated Number of strategies applicable to diverse markets in the Pace service area	Q3- 2023
Outreach plan	Marketing content	Q3- 2023 to Q4-2023
Measuring a shift from solo driving to a shared commute (transit, vanpool, or carpool) by looking at: Total daily vehicle trips reduced Total daily VMT reduced Emission impact measures	<ul style="list-style-type: none"> <li>FHWA's TDM Return on Investment Calculator</li> <li>Number of commuters visiting and registering</li> </ul>	Upon campaign/outreach completion

**\*Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$75,000
<b>Overhead Cost associated with these activities</b>	\$
<b>Total Person Months</b>	<b>12</b>

<b>Consultant Cost</b>	\$
<b>Other Costs</b>	\$50,000
<b>Total Program Cost</b>	\$125,000
<b>Please specify the purpose of consultant costs</b>	
<p><b>Please specify the purpose of other costs</b></p> <p>With a variety of niche cultural markets throughout the six-county area, Pace will need to be flexible with offering the most impactful solutions and support for each outreach strategy. Other costs are intended for service updates, marketing expenses, graphics, program materials, advertising, incentives, development, improvement, expansion or maintenance/hosting of the platform and app features, coordination of APIs to deep link to a regional MaaS tool or trip planner, survey related costs, guaranteed ride home costs, parking and program signage, employer outreach and event costs.</p>	

<b>Project Title</b>	Capital Program Development and Asset Management
<b>Sponsoring Agency</b>	Pace
<b>Federal Amount Requested</b>	\$120,000
<b>Local Match Amount</b>	\$30,000
<b>Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)</b>	\$150,000

<b>Description and Justification</b>
<p><b>Brief Description</b> (please provide information so that all relevant Committee, CMAP/MPO Policy Board members, and the public are able to understand the general scope and goals of the project. This information will showcase your project in future documentation, including the UWP Document) . This project supports Pace in its strategic efforts to plan, develop and implement a fiscally constrained Pace Bus Capital Improvement Program and a Transit Assessment Management Plan for Northeastern Illinois.</p>
<p><b>Major Tasks (up to 20)</b></p> <ol style="list-style-type: none"> <li>1. Update Pace’s prioritization and selection criteria for capital projects to be included in the Pace and regional Five-Year 2023-2027 Capital Program.</li> <li>2. Develop the preliminary and the final Pace Five-Year 2023-2027 Capital Program</li> <li>3. Update the RTA Strategic Asset Management (SAM) Capital Optimization Support Tool (COST) model to help determine the regional State of Good Repair (SOGR) needs backlog &amp; funding requirements.</li> <li>4. Update the Initial Transit Asset Management (TAM) Plan October 1, 2018, to develop the Horizon TAM Plan Update required to be in place by October 1, 2022.</li> <li>5. Conduct Physical Facility Conditions Assessment to produce an annual report as input to the NTD RY2022 A-90 TAM Performance Measure Targets Form and to inform the Pace Capital Budget Process.</li> <li>6. Prepare and submit documentation for RTA’s 2023 Budget Call.</li> <li>7. Present the Pace Five-Year 2023-2027 Capital Program to the CMAP Transportation Committee.</li> <li>8. Update the TIP to reflect the Pace Five-Year 2023-2027 Capital Program and any subsequent amendments.</li> <li>9. Develop and submit application for PAYGO Funds.</li> <li>10. Develop and submit application for federal formula funds.</li> <li>11. Prepare and submit Quarterly Grant Amendments to RTA.</li> <li>12. Research and prepare applications for discretionary funding.</li> </ol>

13. Prepare and submit the annual National Transit Database (NTD) Asset Inventory Module (AIM) Forms, set Performance Measure Targets, and produce a Narrative Report on changes in the status of Pace asset inventory condition.
14. Prepare required annual reporting for grants/projects included in the TIP/Five-Year Capital Program.
15. Prepare required quarterly reporting for grants/projects included in the TIP/Five-Year 2023-2027 Capital Program.
16. Prepare required monthly reporting for grants/projects included in the TIP/Five-Year 2023-2027 Capital Program.
17. Prepare cash flow projections for grants/projects included in the TIP/Five-Year Capital 2023-2027 Program.
18. Prepare grants and projects analyses to determine necessary and amendments to the Five-Year 2023-2027 Capital Program/TIP and TIP.

**Core Justification** (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?) Yes, Pace is responsible for developing the Capital and Operating plan to deliver transportation services to the Northeastern Illinois service area. Pace participates in core activities including transportation planning, public involvement, and the Transportation Improvement Plan.

**Core Justification** (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities. If there is more than one, please list the main principal first.) Modernization of Public Transit System: Pace’s capital investment ensures safety, reliability, State of Good Repair, and operating cost efficiencies. This helps deliver much needed regional mobility options.

Is this project a continuation of previous work? If so, please explain. Yes, Pace received funding for TIP development and management in previous years. Pace would like to continue to participate in regional planning and coordination to modernize and enhance the public transit network to ensure safety, reliability, State of Good Repair, and economic efficiency.

Who will benefit from the interim or final products of this project? Pace provides safe, reliable, and affordable transportation services in over 300 suburban communities. Pace’s services positively impact families, schools, businesses, medical facilities, etc., in these communities. Accordingly, Pace is one of the many key contributors to the thriving economy of Northeastern Illinois.

What is the source of funds for the local match portion of this project?  
Pace’s Operating funds.

<b>Products and Completion Schedule</b> <b>(New Quarterly Reporting Requirement under Bureau of Business Services (BOBs 2832))</b>		
<b>Name of Product</b>	<b>Product Type</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Update project prioritization and selection criteria	Develop project prioritization and selection criteria to ensure alignment with RTA and IDOT new requirements	July 2022
Internal Call for Projects	Project requests/updates received from user departments	July-August 2022
Develop preliminary Five-Year Capital Program	Develop preliminary Five-Year Capital Program based Preliminary Marks and information and project requests	July-September 2022
RTA COST model	Update current data	July-September 2022
Transit Asset Management Horizon Plan	Update current data	October 2022
Five-Year Capital Program submitted approved by RTA	Finalize based on new and updated information and final prioritization and selection of priority projects	September-December 2022
TIP Updates	Update TIP data based on final Five-Year Capital Program and amendments	January 2023 and ongoing
PAYGO Funding	Prepare and submit PAYGO application and grant agreement to RTA	January-March 2023
FTA federal formula funding awards	Prepare applications and execute grant agreements	July-August 2022
Discretionary Grants	Apply and execute grant awards	Ongoing
National Transit Database (NTD) RY2022 Reporting	Complete NTD reporting based concurrent data	January-May 2023
Funding/Project Reporting	Complete reports as required by FTA, RTA, IDOT and other funding agencies	Monthly, Quarterly, and as required

Cash Flow Projects	Complete cash flow projects as required by RTA and IDOT	Quarterly
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<b>Performance Measure Completion Schedule            (New Quarterly Reporting Requirement under BOBs 2832)</b>		
<b>Name of Performance Measure</b>	<b>Quantitative Method of Tracking Progress</b>	<b>Completion Date* (Provide actual dates or quarter in which completed)</b>
Update Pace projects in the e-TIP	TIP database	Quarterly
Pace Budget Document Development	Proposed and Final Budget Books Released	July-November 2022
RTA Capital Budget Submittal Development	RTA Capital Budget Submittal Development project exhibits and TAM Plan updates	September-November 2022
Pace Capital Budget Call and Program Development	Internal Budget Call Memo, Project Request Forms and Project Scoring	July -August 2022

**Updates on Performance Measures listed should be provided within the Quarterly Report narrative provided to CMAP.**

<b>Expense Breakdown</b>	
<b>Staff Cost associated with these activities</b>	\$150,000
<b>Overhead Cost associated with these activities</b>	\$0
<b>Total Person Months</b>	<b>12</b>
<b>Consultant Cost</b>	\$ 0
<b>Other Costs</b>	\$0
<b>Total Program Cost</b>	\$150,000
<b>Please specify the purpose of consultant costs</b>	

**Please specify the purpose of other costs**