



Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

Unified Work Program Committee

Annotated Agenda

Wednesday, March 11, 2020

1:00 p.m.

DuPage County Conference Room

233 S. Wacker Drive, Suite 800

Chicago, Illinois 60606

1.0 Call to Order

2.0 Agenda Changes and Announcements

3.0 Approval of Minutes—February 11, 2020

ACTION REQUESTED: Approval

4.0 FY 2021 UWP Core and Competitive Proposals

On January 2, 2020, a Call for Projects was made for the FY 2021 UWP Program. Seventeen total proposals were received—eight in the core programming category and nine in the competitive programming.

After receiving the committee rankings of the competitive projects, a recommended FY 2021 program is presented for adoption.

ACTION REQUESTED: Approval

5.0 End of FY 2020 Fiscal Year

Review of policy for invoice voucher submissions for the upcoming end of FY 2020 Fiscal Year.

ACTION REQUESTED: Information

6.0 Next Meeting – June 10, 2020

7.0 Public Comment

This is an opportunity for comments from members of the audience.

The amount of time available to speak will be at the chair's discretion.

It should be noted that the exact time for the public comment period will immediately follow the last item on the agenda.

8.0 Adjournment

Unified Work Program Committee Members:

Tom Kelso (IDOT), Chair

John Donovan (FHWA)

Tony Greep (FTA)

Angela Manning-Hardimon (CMAP)

Philip Banea (CDOT)

Christina Bader (CTA)

The Hon. Gene Williams (Council of Mayors)

Tom Rickert (Counties)

Holly Waters (Metra)

Tom Radak (PACE)

Heather Tabbert Mullins (RTA)

Unified Work Program Committee Alternates:

Dan Olson (CMAP)

David Seglin (CDOT)

Sonali Tandon (CTA)

Lenny Cannata (COM)

Vacant (Counties)

Dave Tomzik (PACE)

Mark Pitstick (RTA)



Chicago Metropolitan Agency for Planning

Agenda Item No. 3.0

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Unified Work Program (UWP) Committee

Minutes

February 11, 2020—1:00 p.m.

Offices of the Chicago Metropolitan Agency for Planning
DuPage County Conference Room
233 S. Wacker Drive, Suite 800
Chicago, Illinois 60606

Committee Members Present (*Alternate):

Holly Bieneman (IDOT), Tom Kelso-Chair (IDOT) via tele-conference, John Donovan (FHWA), Tony Greep (FTA), Angela Manning-Hardimon (CMAP), Dan Olson* (CMAP), Christina Bader (CTA), Tom Rickert (Counties), Emily Karry* (Counties), Philip Banea (CDOT), David Seglin* (CDOT), Jason Osborn (Metra), Tom Radak (Pace) via tele-conference, Dave Tomszak* (Pace) via tele-conference, and Heather Mullins (RTA).

Staff Present:

Jesse Elam, Stephane Phifer, and Sherry Kane

Others Present:

David Kralik (Metra), Troy Simpson (Kane/Kendall Council), John Loper (DuPage County), Angela Ng (CTA), Tomohiko Music (Cook County), Jeffrey Sriver (CDOT), David Smith (CDOT), and Jon Czerwinski (CTA).

1.0 Call to Order

The meeting was called to order at 1:01 p.m. by the Holly Bieneman, acting Chair.

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes-October 10, 2019

A motion by Heather Mullins was seconded by Angela Manning-Hardimon to approve the minutes of the October 10, 2019, meeting as presented. All in favor, the motion carried.

4.0 FY 2021 UWP Core and Competitive Proposals

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon reported that presentations of proposals for both Core and Competitive program would be made today, followed by an e-mail message with scoring instructions (due later in the

month) for the competitive projects, and program adoption requested at the March 11, 2020, UWP meeting.

Briefly, recipient agencies reported on the following core activities.

CORE PROPOSALS		
Agency/Activity	Description, comments, etc.	Total Federal Funding
CMAP—MPO Activities	In FY 2020, CMAP was funded at \$17,253,048. The FY 2021 proposal is for \$18,521,247; an increase of approximately 7.3% over last year.	\$15,021,247
CDOT—Planning and Programming	CDOT submitted a proposed increase from \$866,250 to \$952,875 for the core project, an increase of 10%	\$762,300
Council of Mayors—Subregional Transportation Planning, Programming, and Management	For FY 2021, the COMs request funding at \$1,467,326, which is at the same level of federal funding they requested in FY 2020.	\$1,467,326
Pace—Smart Mobility Initiative	For FY 2021, Pace is requesting an increase in funding to \$144,000, which is a 74.5% increase.	\$120,000
Pace—TIP Development and Monitoring	In FY 2021, Pace is submitting this core project at the same funding level as requested in previous (FY 2020) year at \$75,000.	\$60,000
CTA—Program Development	For FY 2020, CTA was funded at \$525,000 for program development and is requesting \$593,750 for FY 2021, an increase of 13%.	\$475,000
Counties—DuPage County	The FY 2021 core proposal for DuPage County is for \$312,500; an increase of 4% from the County request in FY 2020.	\$250,000
Metra—Capital Program Development and Asset Management	Metra’s FY 2020 funding level was approved at \$420,000 and for FY 2021 is requesting \$500,000, an increase of 19%.	\$400,000

Detailed presentations were made on the following competitive proposals:

COMPETITIVE PROPOSALS		
Agency/Activity	Description, comments, etc.	Total Federal Funding
CDOT—Central Business District Multi-Modal Demand Assessment	FY 2021 funding for this project is requested at \$300,000.	\$240,000
CDOT-Vision Zero Chicago Dashboard	CDOT in FY 2020 had one competitive project funded at a level of \$400,000. FY 2021 funding for this project is requested at \$250,000.	\$200,000
CDOT-CREATE Program Planning Support	CDOT was previously awarded UWP funds for CREATE Program planning support in FY 2015 and	\$240,000

COMPETITIVE PROPOSALS		
Agency/Activity	Description, comments, etc.	Total Federal Funding
	FY 2018. CDOT in FY 2020 had one competitive project funded at a level of \$400,000. FY 2021 funding for this project is requested at \$300,000.	
CMAP with suballocation to RTA—Local Technical Assistance and Community Planning Programs	The project selection process is still underway but it is anticipated that the CMAP projects will include three comprehensive plans, and the RTA projects will include two transit-related studies. The program was funded at \$541,200 for FY 2020 and is requesting \$781,250 for FY 2021.	\$625,000
Cook County (Counties)	Cook County did not have a competitive proposal funded in FY 2020. In FY 2021, Cook County's proposal request is \$125,000.	\$100,000
CTA-Strategic Plan for Expansion of GIS Usage at CTA	CTA in FY 2020 had one competitive proposal, in partnership with CDOT, which was funded at \$375,000. This proposal request for FY 2021 is \$275,000.	\$220,000
CTA—Transit Signal Priority Roadmap	CTA in FY 2020 had one competitive proposal, in partnership with CDOT, which was funded at \$375,000. This proposal request for FY 2021 is \$375,000.	\$300,000
Metra—Downtown Connections Study	In FY 2020, Metra did not have a competitive proposal funded. Metra's FY 2021 request for funding for this proposal is \$295,000.	\$236,000
Pace Suburban Bus—ADA Paratransit and Pace Vanpool Customer Satisfaction Survey	Pace did not have a funded competitive proposal in FY 2020. In FY 2021, this proposal request is for \$150,000.	\$120,000

Rankings of competitive proposals are due February 27, 2020; those agencies with multiple requests were asked to prioritize the proposals.

The Chair, Holly Bieneman announced that the call for projects under the statewide research grant program, funded at \$20,000,000, closed on March 13. Many of the competitive proposals submitted to the UWP program might also be eligible for funding through an IGA with IDOT.

5.0 FY 2019 First Quarter Expenditure Reports

The FY 2019 first quarter expenditure reports were distributed—questions should be directed to Dan Olson (or Angela Manning-Hardimon).

6.0 Other Business

7.0 Public Comment

There were no comments from the public.

8.0 Next Meeting

The UWP Committee is scheduled to meet next on March 11, 2020, at 1:00 p.m.

9.0 Adjournment

A motion to adjourn at 2:45 p.m., by Tom Rickert was seconded by Angela Manning-Hardimon. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

/stk

03-03-2020

Approved as presented by unanimous vote, March 11, 2020



Unified Work Program (UWP) Committee Membership

<i>Agency</i>	<i>Member</i>	<i>Alternate</i>
City of Chicago	Philip Banea philip.banea@cityofchicago.org 312-742-4770	David Seglin david.seglin@cityofchicago.org 312-742-2762
CTA	Christina Bader cbader@transitchicago.com 312-681-4108	Sonali Tandon standon@transitchicago.com 312-681-4246
CMAP	Angela Manning-Hardimon amanninghardimon@cmap.illinois.gov 312-386-8714	Dan Olson dolson@cmap.illinois.gov 312-386-8760
Council of Mayors	The Hon. Gene Williams gwilliams@villageofflynwood.net 708-758-6101	cc: lcannata@westcook.org ; mklemens@lakecountyil.gov
Counties	Tom Rickert rickerttom@co.kane.il.us 630-584-1170	None
IDOT (Chair)	Tom Kelso tom.kelso@illinois.gov 217-785-2996	
Metra	Holly Waters hwaters@metrarr.com 312-322-6738	
PACE	Tom Radak tom.radak@pacebus.com 847-228-2478	Dave Tomzik david.tomzik@pacebus.com 847-228-2478
RTA	Heather Tabbert Mullins mullinsh@rtachicago.org 312-913-3244	Mark Pitstick pitstickm@rtachicago.org 312-913-3235

Non-Voting Members

FHWA	John Donovan john.donovan@dot.gov 312-353-4048	
FTA	Tony Greep anthony.greep@dot.gov 312-353-1646	
IEPA	Vacant	



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MEMORANDUM

To: UWP Committee

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: March 11, 2020

Re: FY2021 UWP Budget

On January 2, 2020, CMAP issued a Call for Projects for the FY2021 UWP proposals. Seventeen total proposals were received with 8 for core projects and 9 for the competitive projects. One competitive project was withdrawn after submission.

The FY2021 Budget reflects efforts to ensure that CMAP remains operational and provides for the core transportation planning dollars for the City of Chicago, the Council of Mayors, DuPage County and the transit agencies. The FY2021 Budget also reflects efforts to ensure that funding for competitive proposals, as indicated by the UWP committee as an important component of the UWP program in terms of advancing and implementing regional priorities, remain available for committee-selected projects. Federal funding is estimated to be \$18,788,769 for FY2021, an increase of \$651,044 over the FY2020 federal funding level. With the required match, the total UWP program for FY2021 is estimated to be \$23,485,961.

CORE PROPOSALS

The core proposals submitted totaled \$22,933,530 of which \$18,555,873 was for federal funds. A brief synopsis of each core program was presented and discussed at the UWP committee meeting on February 11.

With the exception of CMAP, FY2021 funding for core programs is recommended to stay at its current level. The recommendation on funding levels for the core proposals is as follows:

- CMAP request for \$18,788,053 be approved as proposed. This reflects an 8.8% or \$1,535,005 increase from the FY2020 budget increases are primarily due to the elimination of the personnel salvage calculation model, increases in rents, and pension obligations. CMAP in FY2020 budgeted for 98 FTEs. This year CMAP returned to budgeting for 107 FTEs. This calculation impacts salaries, pension, FICA, and Medicare expenses.
- CDOT request for \$952,875 be approved at \$866,250, unchanged from FY2020.
- County request for \$312,500 be approved at \$300,000, unchanged from FY2020.

- Council of Mayors request for \$1,834,158 be approved, unchanged from last year. *Note that Council of Mayors contributes an overmatch of \$161,842 to their local match.*
- CTA request for \$593,750 be approved at \$525,000, unchanged from FY2020.
- Metra request for \$500,000 be approved at \$420,000, unchanged from FY2020.
- Pace (Rideshare Service Program – Smart Mobility Initiative) request of \$144,000 be approved at \$82,500, unchanged from FY2020.
- Pace (TIP Development and Monitoring) request be approved at \$75,000, unchanged from FY2020.

COMPETITIVE PROPOSALS

At the February 11 meeting, all competitive proposals were presented and the committee had an opportunity to ask further questions regarding the projects. Committee members ranked the proposals as reflected in Table 1.

TABLE 1

FY2021 COMPETITIVE PROPOSALS RANKING

Agency	Project Title	Total Score
CDOT	Central Business District Multi-modal Demand Assessment	16
CMAAP – sub. to RTA	Local Planning Assistance - Community Planning Program	15
CTA	Transit Signal Priority Roadmap	15
Metra	Downtown Connections Study	15
Cook County	Equity Performance Measures for Invest in Cook	13
CTA	Strategic Plan for Expansion of GIS Usage at CTA	9
Pace	Pace ADA Paratransit and Pace Vanpool Customer Satisfaction Survey	9
CDOT	Vision Zero Chicago Dashboard	8

For the competitive projects, this was an unprecedented year in that 3 projects scored 15 points each, the second highest score for all projects. After considering the remaining budget available, and that all three projects could not be funded, CMAAP withdrew its submission of the Community Planning Program from consideration. This left 2 projects to compete for the balance of funding. UWP Committee members were then requested to score between for the final two tied projects for funding. The two projects were the CTA Transit Signal Priorities Roadmap project and the Metra Downtown Connections Study. After Committee scoring, this resulted in Metra and CTA having a tied score of 3 to 3. In this scenario, the Chairman of the UWP Committee is tasked with providing a tiebreaking score, and that score brought the winning proposal to Metra at 4 to 3. Based on the initial and secondary scoring by the UWP Committee of competitive proposals, it is recommended that the following proposals and amounts be approved:

- CDOT - Central Business District Multi-modal Demand Assessment for \$300,000 (reflects federal funds and local match)
- Metra – Downtown Connections Study for \$295,000 (reflects federal funds and local match)

Based on funding level of \$595,000, the top two projects were awarded with the goal of providing 100% of its federal funding request. Selecting additional projects would have reduced the amount available

per project, thereby reducing the feasibility of proceeding with the selected projects. All competitive projects selected for funding can apply for funding under the SPR Call for Projects this March.

Table 2 reflects the FY2021 UWP recommended program.

TABLE 2
RECOMMENDED FY2021 UWP

		FY 2021 - UWP CMAP Recommendation		
Agency	Project Title	Federal	Local Match	Total
Core				
CMAP ¹	MPO Activities	\$15,030,443	\$3,757,610	\$18,788,053
City of Chicago (CDOT)	City of Chicago Transportation and Programming	\$693,000	\$173,250	\$866,250
Council of Mayors ²	Subregional Transportation Planning, Programming, and Management	\$1,467,326	\$366,832	\$1,834,158
DuPage County	DuPage Trails Plan	\$240,000	\$60,000	\$300,000
CTA	Program Development	\$420,000	\$105,000	\$525,000
Metra	Capital Program Development and Asset Management	\$336,000	\$84,000	\$420,000
Pace	Smart Mobility Initiative	\$66,000	\$16,500	\$82,500
Pace	TIP Development and Modeling	\$60,000	\$15,000	\$75,000
Total of Core		\$ 18,312,769	\$ 4,578,192	\$ 22,890,961
1) CMAP Local Match consists of \$3.5 million in State match and \$257,610 in Other funding				
2) Proposed Local Match includes an overmatch of \$161,842				
Competitive				
CDOT	Central Business District Multi-modal Demand Assessment	\$ 240,000	\$ 60,000	\$ 300,000
Metra	Downtown Connections Study	\$ 236,000	\$ 59,000	\$ 295,000
Total of Competitive		\$ 476,000	\$ 119,000	\$ 595,000
Total Programs		\$ 18,788,769	\$ 4,697,192	\$ 23,485,961
FY 2021 Federal Mark		\$ 18,788,769	\$ 4,697,192	\$ 23,485,961

ACTION REQUESTED: Approval

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