



Unified Work Program Committee

Annotated Agenda

Wednesday, June 12, 2019

1:00 p.m.

DuPage County Conference Room

233 S. Wacker Drive, Suite 800

Chicago, Illinois 60606

- 1.0 Call to Order** 1:00 p.m.
- 2.0 Agenda Changes and Announcements**
- 3.0 Approval of Minutes—March 13, 2019**
ACTION REQUESTED: Approval
- 4.0 FY 2019 Third Quarter Reports**
You will be notified via e-mail when the third quarter report is posted to the web
ACTION REQUESTED: Information
- 5.0 FY 2020 UWP Committee Meeting Schedule**
The schedule for the FY 2020 UWP will be considered.
ACTION REQUESTED: Approval
- 6.0 UWP Program Updates**
6.1 CTA - Brown Line Core Capacity Project
6.2 LTA Program Update
ACTION REQUESTED: Information
- 7.0 Next Meeting – October 9, 2019**
The UWP committee is scheduled to meet next on October 9, 2019.
- 8.0 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.
- 9.0 Adjournment**

Unified Work Program Committee Members:

Tom Kelso (IDOT), Chair

John Donovan (FHWA)

Tony Greep (FTA)

Angela Manning-Hardimon (CMAP)

Marlise Fratinardo (CTA)

Holly Waters (Metra)

Heather Tabbert Mullins (RTA)

Tom Rickert (Counties)

David Seglin (CDOT)

Lorraine Snorden (PACE)

The Hon. Gene Williams (Council of Mayors)

Unified Work Program Committee Alternates:

Philip Banea (CDOT)

Mike Connelly (CTA)

Mark Pitstick (RTA)

Tom Radak (PACE)

Emily Karry (Counties)



Unified Work Program (UWP) Committee

DRAFT Minutes

March 13, 2019—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): Tom Kelso, Chair (IDOT), Marlise Fratinardo (CTA), Emily Karry* (Lake County Council of Mayors), Angela Manning-Hardimon (CMAP), Heather Mullins (RTA), David Seglin (CDOT), Lorraine Snorden and Tom Radak (Pace) via teleconference, and Mayor Gene Williams (Council of Mayors)

Staff Present: Jesse Elam, Stephane Phifer, Dan Olson, and Sherry Kane

Others Present: Mike Klemens (Lake County Council of Mayors)

1.0 Call to Order

The meeting was called to order at 1:01 p.m. by the Chair, Tom Kelso.

2.0 Agenda Changes and Announcements

There were no agenda changes. Chairman Tom Kelso announced that on April 1, IDOT is expected to conduct another call for SPR projects, similar to what was done last year. Those projects that are not funded today under the UWP competitive program could possibly be funded by this program, Kelso went on to say.

Kelso also reported that GATA requirements stem from a super circulated 200 CFR that placed some requirements on CMAP with the pass of some of the core monies on to other agencies, (section 200.310—subrecipient monitoring) that will likely require, beginning with this cycle, that you answer questions related to tracking of hours, vendors, and you may even have to conduct annual audits. Competitive funding is less specific to the actual function of the MPO and the requirements are less stringent.

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon reported the following. As was mentioned at the last committee meeting, CMAP issued an RFP for auditing services. The proposals came in at \$700,000-\$1.6 million. CMAP reached out to IDOT to see if there was another way to conduct oversight and monitoring. In lieu

of an audit, IDOT will accept from each agency (or subrecipient) a programmatic risk assessment, completed and signed by each agency before issuing the new fiscal year grant for FY 2020. We would also require, where applicable—if federal funds exceed \$750,000—a copy of your last completed and approved single audit, as well as your documented invoice process to understand your fiscal policies and who is required to approve invoices before they are submitted for reimbursement to CMAP. The risk assessment will be sent to you soon, Hardimon concluded, and the process will begin with FY 2020 grants.

3.0 Approval of Minutes-February 13, 2019

A motion by Emily Karry was seconded by Mayor Eugene Williams to approve the minutes of the February 13, 2019, meeting as presented. All in favor, the motion carried.

4.0 FY 2020 UWP Core and Competitive Proposals

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon gave a brief summary of the FY 2020 UWP Budget Memo that was contained in the meeting materials, reported that the FY 2020 budget reflects efforts to ensure that CMAP remains operational and provides core transportation planning dollars for the City of Chicago, the Council of Mayors, Cook County, and the Transit Agencies. The budget also reflects funding of about \$1.3 million for competitive proposals. Federal funding, Hardimon went on to say, is estimated at \$18,137,725, and with its match, estimate at about \$22.6 million, an increase over FY 2019 of approximately \$190,483. Hardimon also reported that eight core proposals had been received as well as eight competitive proposals. Since the increase of approximately 1% over FY 2019, CMAP is recommending that the core program remain at the FY 2019 funding level, with the exception of CMAP whose request reflects a 2.5% increase totaling \$440,711 driven by the relocation in FY 2020, some IT software needs (Microsoft licensing costs increased by nearly \$80,000), as well as cyber security investments.

A question regarding a CDOT move and associated costs that might be UWP funded, Hardimon suggested that relocation costs might be considered if able to demonstrate that an ultimate cost saving would occur.

Under the competitive program, Hardimon also reported, the balance of funds totalling \$1,053,000, would allow funding of the top three rated projects at 100%: CTA (partnered with CDOT), Chicago Bus Priority Network Plan at \$375,000; CMAP (suballocation to RTA), Local Planning Assistance –Community Planning Program at \$541,200 (down from \$700,000); and, CDOT, North Grant Park-Streeterville Transportation Demand Management Plan at \$400,000.

A motion by Dave Seglin seconded by Mayor Gene Williams, to approve the FY 2020 UWP program as was presented and recommended, and with all in favor, carried.

5.0 Next Meeting

The UWP committee is scheduled to meet next on June 12, 2019, at 1:00 p.m.

6.0 Public Comment

There were no comments from the public.

Chairman again suggested that any agencies submit their proposals that were not funded by the UWP program to respond to the anticipated IDOT SPR call that is likely to be issued on April 1. Last year's funding was set at \$20 million of which only \$12 million was awarded.

7.0 Adjournment

A motion to adjourn at 1:17 p.m., by Emily Karry was seconded by Mayor Eugene Williams. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

/stk
05-20-2019



MEMORANDUM

To: UWP Committee

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

Date: June 6, 2019

Re: FY 2021 UWP

The proposed FY 2021 UWP schedule is:

<p>Meeting October 9, 2019— 1:00 p.m. Approve FY 2021 UWP Process Fourth Quarter Report Presentation: TBD</p>	<p>February 27, 2020 Rankings of Competitive Proposals Due</p>
<p>January 2, 2020 Call for Proposals</p>	<p>Meeting March 11, 2020— 1:00 p.m. Adopt FY 2021 UWP projects</p>
<p>January 30, 2020 FY 2021 UWP proposal due</p>	<p>Meeting June 10, 2020— 1:00 p.m. Presentation: TBD (x2) Third Quarter Report FY 2022 UWP Committee Meeting Schedule</p>
<p>Meeting February 12, 2020— 1:00 p.m. Presentation of Proposals First and Second Quarter Reports</p>	

ACTION REQUESTED: Approval