



## Unified Work Program (UWP) Committee

### Minutes

February 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), John Donovan (FHWA), Tony Greep (FTA) via tele-conference, Marlise Fratinardo (CTA), Angela Manning-Hardimon (CMAP), Tom Rickert (Counties), David Seglin (CDOT), Dave Tomszak and Tom Radak (Pace) via tele-conference, Holly Waters (Metra), and Mayor Gene Williams (Council of Mayors)

**Staff Present:**

Jesse Elam, Stephane Phifer, Dan Olson, and Sherry Kane

**Others Present:**

Philip Banea, Lubica Benak, Vanessa Irizary, and Malihe Samadi (CDOT), Len Cannata (WCMC), Erin Fiorini, Michael Fitzsimmon, and Jennifer Henry (CTA), Joshua Klingenstein (NWMC), Emily Karry, Mike Klemens, and Darnell Kuntz (Lake County), Daniel Knickelbein (DMMC), David Kralik (Metra), Dan Persky (DMMC), and Troy Simpson (Kane/Kendall Council)

### 1.0 Call to Order

The meeting was called to order at 1:05 p.m. by the Chair, Tom Kelso.

### 2.0 Agenda Changes and Announcements

Following up from the last meeting, Deputy Executive Director for Finance and Administration Angela Manning-Hardimon reported that a Request for Proposal (RFP) had been drafted and posted for auditing services for the UWP program. Proposals are due on February 22, 2019, CMAP will conduct an evaluation of the proposals, select a vendor, and report next steps at the next UWP meeting in March. Asked if the auditor will contact program recipients, Hardimon responded affirmatively, adding that while this is required under the agreement CMAP has with IDOT, this may likely be expanded to other grant programming.

### 3.0 Approval of Minutes-June 13, 2018

A motion by Tom Rickert was seconded by Angela Manning-Hardimon to approve the minutes of the November 14, 2018, 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 reported that presentations of proposals for both Core and Competitive program would be made today, that tomorrow morning members could expect an e-mail message with scoring instructions for the competitive projects which are due later in the month, and program adoption will be presented at the March 13 UWP meeting. The Transportation Committee will consider the program at its meeting in April, consideration by the Coordinating Committee will follow, with the final approvals of both the CMAP Board and MPO Policy Committee in June.

CORE PROPOSALS		
Agency/Activity	Description, comments, etc.	Total Project Cost
CMAP—MPO Activities	Represents costs associated with implementing the long range plan, ON TO 2050, including: collecting, analyzing, and disseminating transportation data; supporting MPO activities (i.e. TIP and Congestion Management); providing technical assistance to communities; and engaging coordinated regional outreach (to name a few). Some major projects include: the land use and travel demand models; the regional ITS architect update; the freight bottleneck engineering project; and contract audit services. The proposal represents a 7.4% increase over the previous year. Keep in mind that for FY 19, CMAP used local dues to bring down its actual UWP request which was absorbed by other agencies. "Other" represents all other costs not related to contractual obligations (i.e., rent or utilities) or large scale projects.	\$18,049,491
CDOT—Planning and Programming	The request represents a 2% increase over last year and covers a portion of the cost to the City to participate in planning and programming processes, technical studies and analyses, TIP development and monitoring, active program management, and STP program development (that, with recent changes, has required additional people to manage), general liaison to attend CMAP meetings and helps with CMAP core responsibilities, including developing and monitoring the fiscally constrained TIP, contributing to the implementation of the goals of ON TO 2050. In FY 14, the committee decided to no longer fund consultant costs related to core responsibilities the resulted in a reduction of award by \$500,000. Three additional planners were hired, at a cost that has now increased to over \$415,000.	\$706,860
Council of Mayors—Subregional Transportation Planning, Programming, and	The scope of service is basically the same as previous years, excepting the change from development to implementation of ON TO 2050 and the requirement to produce deliverables that will be tested in the coming year. Extensive turnover has given the opportunity to re-tool the program. The request represents NOT a 12.8% increase (as was mistakenly reported), rather a 2%	\$2,095,949

<b>CORE PROPOSALS</b>		
<b>Agency/Activity</b>	<b>Description, comments, etc.</b>	<b>Total Project Cost</b>
Management	increase over last year (which includes an overmatch to support some PLs at a different rate 50/50 & 80/20).	
Pace—Smart Mobility Initiative	The request is for the development of a price model for standardized pricing and carpooling to load into existing software. In the past this staff-based program may now include consulting services to support the rideshare program—introducing new software, this is part of the enhancement. The breakdown includes both staff time and consulting services.	\$135,000
Pace—TIP Development and Monitoring	Allows Pace to continue its capital program and supports the five-year TIP, generally provides for staff time, similar to previous years' requests.	\$75,000
CTA—Program Development	A request of \$593,750, would provide for 7 staff (5 part-time) to develop capital projects with the RTA, CTA boards, and plan implementation. Asking for a full 12-month need vs previous requests at 10-months of work. Previous year's awards have consistently been at \$500,000.	\$593,750
Counties—Will County	The proposal of \$300,000 is an approximate 4% decrease over last year's counties request, to move forward with Intelligent Transportation System planning effort. Important for traffic management with limited right-of-way, one way to increase capacity and provide safety improvements to roadways by communicating with various signal systems and allows interface with other modes and agencies.	\$300,000
Metra—Program Development	Metra's request of \$450,000 is the same as last year's request which came in scaled back at \$420,000 and are used for: 5-year capital programming and capital program amendments; preparation of the TIP; working closely with the RTA, other services boards, and CMAP; and transit asset management programming department on investment prioritization and development of the core tool; additional planning staff; working more closely with CMAP on targets and TAM responsibilities and performance measures.	\$450,000

The Chair, Tom Kelso announced that if a competitive proposal was not funded under the UWP program, there may be another opportunity to make requests through IDOT who during the next 4-6 months is likely to make another call for statewide planning funds. Last year's program saw only \$12 million dollars requested of the \$20 million available funding.

Detailed presentations were made on the following competitive proposals:

<b>COMPETITIVE PROPOSALS</b>		
<b>Agency/Activity</b>	<b>Description, comments, etc.</b>	<b>Total Project Cost</b>
CMAP with suballocation to RTA—Local Technical	The joint application by CMAP and the RTA, similar to previous years' requests will fund CMAP's Local Technical Assistance (LTA) in implementing ON TO 2050, and allows an expansion of	\$700,000

<b>COMPETITIVE PROPOSALS</b>		
<b>Agency/Activity</b>	<b>Description, comments, etc.</b>	<b>Total Project Cost</b>
Assistance and Community Planning Programs	the program. Different this year is that the call for projects was already made and the amount requested is less speculative with specific projects funded. The amount allows for about 5 local plans by CMAP and 1 led by the RTA that will be announced at the upcoming Transportation Committee meeting and will include 2 transportation plans, a transit area land use plan, 2 comprehensive plans, and a transit corridor assessment. Requested at just over \$1.1 million last year, \$590,308 was awarded.	
CDOT—North Grant Park-Streeterville Transportation Demand Management Plan	This proposal would fund a plan to study dynamics that create gridlock in the very dense area within the North Grant Park and Streeterville neighborhoods, and would generate actionable recommendations through a transportation demand management (TDM) plan.	\$400,000
CDOT—Economic Benefits of Walkable Livable Streets	This proposal would fund a study to evaluate the economic impact of walkable livable streets to determine how the economic health of neighborhoods is impacted through streetscape and infrastructure improvements.	\$250,000
CTA—South Shops Reconstruction and Reconfiguration Study	The South Shops Reconstruction and Reconfiguration Study will provide a plan for rebuilding the CTA’s only bus heavy maintenance and overhaul facility.	\$1,200,000
CTA—Chicago Bus Priority Network Plan	Endorsed by CDOT, this proposal is to develop a citywide Bus Priority Network Plan that would include a toolbox of bus-priority street treatments.	\$375,000
Lake County DOT—Single Occupancy Vehicle (SOV) Reduction Study	With a focus on commuter trips, this proposal would fund a study to reduce the number of single occupancy vehicle trips in Lake county. Consider looking at zoning codes to see how land use decisions are contributing to additional SOV trips.	\$587,000
Metra—Rock Island Electrification Feasibility Study	This study, if funded, would estimate capital costs and operating and maintenance costs, develop ridership forecasts, and estimate benefits related to electrification of Metra’s Rock Island district.	\$300,000
Pace Suburban Bus—Capital Facilities Planning	This proposal would fund a plan to prioritize capital facilities (such as garages) that would allow deployment of vehicles that have been identified as transit centers, park-and-ride facilities, transfer facilities, and bus turn around.	\$420,000

### 5.0 FY 2019 First Quarter Expenditure Reports

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

### 6.0 Other Business

Manning-Hardimon also asked that deliverables be presented in a way that is measurable and reported quarterly, as required by IDOT. Also under the competitive proposals, there are opportunities to tweak the deliverables and performance measures because once they are finalized, IDOT will literally cut and paste the information into the grant agreement.

We expect to discuss and hopefully approve the recommended UWP program at the March

meeting. Finally, when the SPR call is announced, please draw relationship to the goals and strategies of ON TO 2050 and the State's Long Range Transportation Plan.

Those (CDOT and the CTA) presenting multiple requests for competitive funds were asked to prioritize the projects before the rankings are completed, by replying all to the previous e-mail message to the members.

#### **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 13, 2019, at 1:00 p.m.

#### **9.0 Adjournment**

A motion to adjourn at 2:50 p.m., by Mayor Eugene Williams was seconded by Angela Manning-Hardimon. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

/stk  
02-27-2019

*Approved as presented by unanimous vote, March 13, 2019*