

# Dubuque Metropolitan Area Transportation Study (DMATS)

## FY 2016 Transportation Planning Work Program

**Final Amended May 12<sup>th</sup> 2016**

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Park, Dubuque, IA 52002 563.556.4166, FAX 563.556.0348**

### DISCLAIMER #1

The preparation of this document was financed in part through a federal grant by the Federal Highway Administration under the provision of the 1962 Federal-Aid Highway Act, as amended

### CAVEAT

The content of this document reflects information given to ECIA by the various implementing agencies named within. This document does not constitute a standard, specification, or regulation.



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**Resolution for Approval of the DMATS FY2016  
Transportation Planning Work Program  
And  
Authorization to Execute Planning Contracts with  
Iowa, Illinois and Wisconsin Departments of Transportation**

WHEREAS, the Dubuque Iowa-Illinois-Wisconsin Urbanized Area has been established by the U.S. Department of Commerce, Bureau of Census, to have a population in excess of 50,000, and the East Central Intergovernmental Association (ECIA) has been officially designated as the Metropolitan Planning Organization (MPO) for the Dubuque area and has delegated this function to DMATS; and

WHEREAS, in accordance with the FAST ACT, the MPO has an adopted Long Range Transportation Plan which: 1) Identifies transportation facilities that function as an integrated transportation system; 2) Includes a financial plan; 3) Assesses capital investment and other measures necessary to preserve the existing transportation system; and 4) Will indicate appropriate transportation alternative activities; and

WHEREAS, the FY2016 Transportation Planning Work Program (TPWP) has been developed with input from the Iowa, Illinois and Wisconsin Departments of Transportation, the Federal Highway Administration and the Federal Transit Administration; and

WHEREAS, contracts will become available from the Iowa, Illinois and Wisconsin Departments of Transportation providing planning funds to DMATS with \$153,413 in PL and \$33,520 in FTA Section 5305(d) being provided by Iowa; \$9,531 in PL and \$1,831 in FTA Section 5305(d) being provided by Illinois; and \$3,751 in PL being provided by Wisconsin respectively for the continuing, comprehensive, and cooperative transportation planning process for the Dubuque Metropolitan Area.

NOW, THEREFORE, BE IT RESOLVED that the DMATS Policy Committee of the East Central Intergovernmental Association approves the FY 2016 TPWP and authorizes the ECIA Executive Director to execute the contracts with the Iowa, Illinois and Wisconsin Departments of Transportation for FY2016.

Adopted on the 14<sup>th</sup> day of May 2015

Attest:



Roy D. Buol Chair  
DMATS Policy Committee



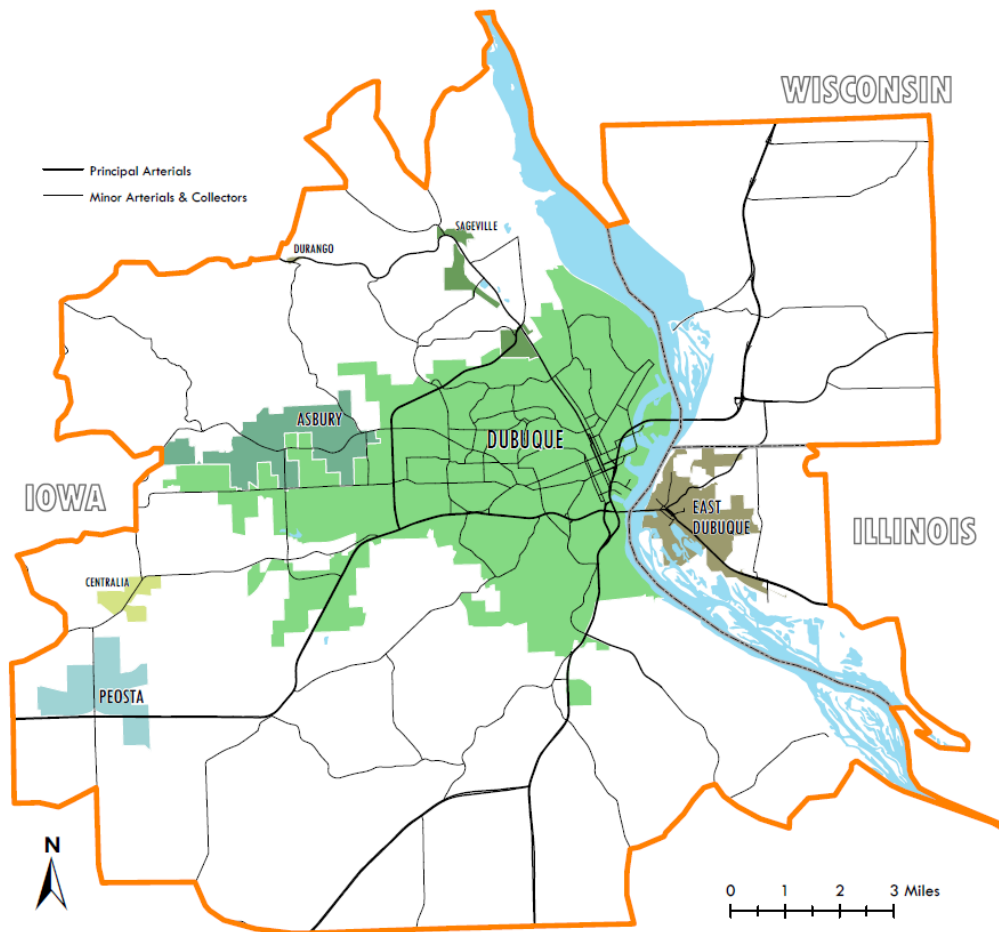
Kelley Deutmeyer  
Executive Director

## Introduction to Dubuque Metropolitan Area

### The Dubuque Metropolitan Area

The Dubuque Metropolitan Area is a tri-state Metropolitan Planning Organization (MPO) located at the boundary intersections of the states of Iowa, Illinois and Wisconsin. The 2010 population for the Dubuque area was 80,992 with approximately 92.7% of the total population living in the Iowa portion of the region. The major transportation routes in, around and through this area include US Highways 20, 52, 61, and 151; all coming to a junction at the base of the Julien Dubuque Bridge over the Mississippi River: the Mississippi River itself: the Chicago Central & Pacific Railroad and the Canadian Nation Railway Co. The Dubuque area was the first area settled in Iowa in the early years. The early settlement was primarily motivated by lead mining, trading and river transportation of people and products. In the years following, this area added a rail transportation center where major railroad companies converged on the Mississippi River banks for easier distribution of product. Highway transportation soon followed adding to the already present modes of transportation in the Dubuque Metropolitan Area, improving the economy even more. This economic improvement, in turn, beckoned people to converge on the area increasing highway usage. Highway transportation has developed into the major form of transportation in the area where the other modes of transportation still exist but perhaps not at the same level as in the earlier years of the settlement. The Figure1 below provides the DMATS planning area

Figure1: DMATS Planning Area



## TRANSPORTATION RELATED ISSUES

The unique geography of the DMATS Region provides a variety of natural advantages and challenges for the regional transportation system. The topography of the landscape consists of rolling hills and steep bluffs divided by the Mississippi River. The landscape has impacted how the transportation system has evolved. For example, the street networks in downtown Dubuque and East Dubuque are in the form of a traditional grid pattern. These locations tend to be the areas where settlement first occurred and consist of mostly flat topography adjacent to the Mississippi River. Further from the river steep bluffs and rolling hills forced communities to abandon the traditional **grid pattern** in favor of streets that followed the area's natural topography.

Southwest Arterial is the number one priority in the DMATS area. This project will provide access between the City of Dubuque's southern and western edge connecting US Highway 61/151 to US Highway 20. This project will help alleviate traffic congestion in the downtown area where US Highways 52/61/151 and US Highway 20 meet at the base of the Julien Dubuque Bridge. The by-pass will also reduce truck traffic along the major connectors through the City of Dubuque thus improving safety and reducing trip times for other vehicles. The project will also open up new land for commercial, industrial, and residential growth for the MPO region.

The geographic formations of the DMATS Mississippi River region result in unique challenges to the different modes of transportation. Barge traffic is a major mode of freight transportation within the DMATS region. However, barge industry officials consider the Corps of Engineer's 70-year old lock and dam system outdated and inefficient. Barge traffic experiences lengthy delays while passing through Dubuque's lock and dam system.

While the Mississippi River serves as an important highway for barge traffic and recreation, it also impacts the efficiency and safety of the surface transportation system. US Highway 20 Julien Dubuque Bridge and US Highway 61/151 Wisconsin Bridge serve as major east-west bottlenecks. The two lane design of the current Julien Dubuque Bridge presents specific safety and capacity issues on US Highway 20. Currently, an additional bridge is being designed adjacent to the Julien Dubuque Bridge to double the capacity and increase the safety on US Highway 20 over the Mississippi River.

Other challenges in the DMATS area include US Highway 20 corridor from Peosta to the Julien Dubuque Bridge. Insufficient capacity, uncoordinated access management, at grade intersection, steep grades, heavy truck traffic all contribute to the need to improve the safety and efficiency of this major transportation corridor and free flow of freight within the region.

### Major Road Issues

Based on the analysis of current and forecasted conditions, the following issues have been identified.

Southwest Arterial – The number one priority for DMATS, City of Dubuque, and Dubuque County. The project location study and environmental assessment and preliminary engineering for the Southwest Arterial project is completed and the final engineering will be completed by **2016**. Until such time as the project is scheduled for construction, it will remain an issue for DMATS due to the region-wide traffic circulation impacts that will result if the roadway is not constructed. The interchanges on either side will help in opening access to new industrial development.

US Highway 20 Mississippi River Crossing Capacity Improvement (Julien Dubuque Bridge Parallel Span) –This project is also under study. Due to the impact of this project on the US Highway 20, it should continue to be considered an issue for DMATS future planning.

US Highway 20 from Devon Drive to Swiss Valley Road – Two short segments of US Highway 20 from Devon Drive to Swiss Valley Road have already been identified as experiencing traffic problems based on current data. The segment between Devon Drive and John F. Kennedy Road (JFK)/Cedar Cross Road is already over capacity.

East West Corridor Improvements - The U.S. 20 corridor in Dubuque, Iowa is the primary east-west route in the Metropolitan Area, but future traffic projections indicate that U.S. 20 alone will not provide sufficient capacity for east-west travel in the City of Dubuque. Capacity along alternate east-west corridors will need to be improved to provide connectivity between the western growth areas and Downtown Dubuque. It has been found that Asbury Road, Pennsylvania Avenue, University Avenue, Loras Boulevard, Fremont Avenue, Kaufmann Avenue, 32nd Street, North Cascade Road needs significant improvements to accommodate future growth and development.

#### Passenger Rail

DMATS has a unique window of opportunity to assist in the return of round trip passenger rail transportation service from Dubuque to Chicago. Staff is working with IADOT, ILDOT and Amtrak staff to implement service. In FY 2007 Amtrak completed a study at the request of ILDOT to determine the feasibility of bringing Amtrak service from Chicago to Dubuque. The study showed potential locations for future rail stations in the city. City of Dubuque has secured \$8 million State of Good Repair Grant to construct a Intermodal Facility that accommodates passenger rail. The City is working with its partners to seek funding for the rail platform. The ILDOT has committed \$61 million to improve track in Illinois for this project with completion expected by late 2014.

#### Transit

The City of Dubuque and DMATS secured State of good Repair and Clean Fuel grants in FY 2010. These grants helped The Jule replace the transit fleet with clean, fuel-efficient buses and helped implement modern transit technology. Changing the fleet improved systems operation but did not improve transit ridership because of outdated routes and long headways. To correct this problem City of Dubuque partnered with IBM and DMATS to create the Smarter Travel Project. The goal of the project is to use smart phone applications, cell towers, and radio frequency identifiers collect anonymous travel information from volunteers. The project team will use the origin/destination data collected to create transit routes to improve transit route efficiency and reduce headways. This project will help to provide information to public in efficient way. The City of Dubuque is also working with DMATS to find new transit storage and operations facility that will help improve the Jule system. The MPO is working with Jule and RTA 8 to create a strong coordination among these two systems.

#### Bike and Pedestrian

Dubuque is making great progress with transit, but the connection between bike/pedestrian and transit has not been analyzed. The City of Dubuque, The City, and DMATS will analyze the bike/pedestrian activities in the region using the O/D data collected through Smarter Travel project. The research will be used to create a realistic bike/pedestrian projects in the area that helps to meet the City of Dubuque's and MPO's complete streets policies and help coordinate bike/pedestrian and transit investments.



### Air Services

The Dubuque Regional Airport is currently in the process of building a new passenger terminal. The current passenger terminal was built in 1948 and expanded in 1969. The current terminal has several issues including an inadequate number of aircraft gates, inefficient circulation, inadequate area for the building's purposes, and limited vehicle parking. The new terminal will be designed for approximately 62,500 annual enplanements, 80 peak hour enplanements, 3 airlines, 3 aircraft positions, and approximately 650 parking spaces. A terminal built to these specifications will accommodate ten year demand levels. The terminal will be designed to accommodate expansion to 20 year demand levels. The proposed project will include:

- Passenger terminal building (33,151 sq ft)
- New terminal apron and apron access taxiways
- New parallel taxiway to runway 13/31
- New automobile parking lot
- US Hwy 61 and Merlin Lane intersection improvements
- New terminal entrance and circulation roads
- New utility services

The current estimated total project cost is approximately \$39,970,000 over a seven year period. Of that total cost, the FAA will provide \$35,270,000 (88%), with a local share of \$4,700,000 (12%). The local share will be a combination of Iowa DOT grants, passenger facility charges, customer finance charges, and City of Dubuque funding.

### ISSUES FOR THE FREIGHT INDUSTRY

There are a number of issues that will affect the freight industry in the Dubuque region in the next 20 years. As noted in the introduction, few of those issues are solely under the control of local or regional officials. The following are issues identified by freight industry representatives in a meeting with DMATS staff during the preparation of the Long Range Transportation Plan.

#### Mississippi River Transportation

Barge Fleeting - Today, many of the fleeting sites that were identified in the 1985 study are no longer available due to changes in the federal, state and local regulatory environment. Convenient fleeting sites are a key requirement for the operation of river freight terminals like those that occupy the Dubuque harbor area. The terminals only have the ability to load or unload a barge or two at a time. They do not have sufficient bank space on the river to store the barges themselves and typically do not have harbor tugs that can move the barges. As a result, they are dependent on the ability of barge fleters to bring barges to the terminal quickly from the fleeting sites. Time spent waiting for the barges to arrive from the fleeting sites for either loading or unloading is idle time for the terminal operators and costs them money without accomplishing productive work. The current fleeting sites in the middle of the Dubuque harbor allow barges to be brought to the terminals quickly with a minimum of idle time. If the fleeting sites are moved out of the Dubuque harbor, the travel time required to get the barges from the fleeting sites will impose a severe time penalty on the barge terminals. Due to the slow speed of travel for harbor boats with barges, sites as close as the south end of the Mines of Spain are between ½ day and a full day round trip. The idle time imposed on the barge terminals by such lengthy periods of down time could seriously impair the competitiveness of the river freight industry in the Dubuque region.

Maintenance and Replacement of Lock and Dam System – The extensive system of locks and dams, which make the Mississippi River navigable for freight transportation are aging. The system was built during the 1930's and key components are reaching the point at which they must have repairs. The lock and dam at

Dubuque is the 11th down river from the headwaters of navigation at St. Paul, Minnesota to the mouth of the Ohio River. Closing any of the locks and dams below Dubuque for maintenance closes off traffic to Dubuque. Unfortunately, much of the work on the locks and dams cannot be done when the river is frozen. At other times, when the river is not frozen, there is often heavy river traffic which precludes maintenance activities.

### Freight Trucks

Truck Delay – Truck delay is one of the most important issues for the truck freight industry because of the coordination requirements of just-in-time delivery. Representatives of the freight industry who met with DMATS staff identified three main sources of delay in Dubuque.

The first is the congestion that exists today on US Highway 20 between Devon Drive and Old Highway Road. The congested intersections on that segment of US Highway 20 and the long waiting time required while cross traffic clears the intersections creates a difficult situation for truck traffic.

The second source of congestion is the result of the at-grade railroad crossings between Jones Street and 12th Street. This area is particularly difficult because it is the main freight center in the region and there are two railroads using the tracks in this area (I & M Rail Link and Illinois Central.) In addition, the area is immediately adjacent and north of the Illinois Central yard. As a result, the at-grade crossings are often obstructed by Illinois Central trains that are either parked as a result of switching activity or are actively switching and causing the crossing gates to drop.

The third source of congestion is due to the fact that there is not a west side by-pass route for trucks. The two highways most heavily traveled by trucks in the region are US Highway 61/151 south and US Highway 20 west. Currently, the two routes taken through town by automobiles (Cedar Cross Road/Kelly Lane and South Grandview Avenue) most often to get from the west side of Dubuque to the south side are not appropriate for trucks. Only the combination of US Highway 20 and US Highways 52/61/151 south from the downtown area is available for trucks. This route, of course, requires trucks to traverse the segment of US Highway 20 identified as the first cause of delay as stated above.

### Railroad Freight

Two Railroads on a Single Track – When US Highway 61/151 was re-aligned in downtown Dubuque in the early 1990's, the Iowa DOT brokered an agreement between Illinois Central Railroad (now CN) and the I & M (now CP) Rail Link to share trackage in downtown Dubuque between the two railroads yards. As a result, it is not uncommon for one railroad to be required to wait while the other uses the shared tracks. This waiting delays the railroads and causes scheduling problems. In addition, the trains must sit somewhere while they wait and that results in additional delay at railroad grade crossings.

Replacement of the Illinois Central Railroad Bridge under the Truman-Hobbs Act – The Dubuque railroad bridge will require replacement soon, most likely in the next 10 years, to meet the requirements of the Truman-Hobbs Act. The replacement will be the responsibility of the railroad. However, prior to beginning the replacement, Congress must authorize a payment to the railroad for the bridge at the full depreciated value. This amount will probably be between \$20 and \$25 million. Although both the Union Pacific Bridge in Clinton and the I & M Rail Link Bridge in Sabula are under Truman-Hobbs Act orders, Congress has not yet authorized the funds. As a result, these two railroads have not yet moved forward with replacement plans of those structures.



Two concerns have been raised regarding this event. The first is that the Illinois Central (or successor should the merger move forward) will not replace the bridge but simply sell off the portion of its system in Iowa and abandon the bridge. Although that could happen, it does not seem likely that it will because of the large percentage of the total Illinois Central system which is west of that particular bridge. The railroad does not have another crossing over the Mississippi River and the loss of the system west of the Mississippi will reduce the railroad to little more than a regional carrier.

A second concern was related to the possibility that the railroad could be persuaded to construct the new bridge at a different location and free up areas in Dubuque and East Dubuque currently dominated by the Illinois Central. It does not seem that this will take place because of the limited frontage on the Mississippi River actually controlled by the Illinois Central.

Proposed Illinois Central – Canadian National Merger – The MPO has maintained a constant concern about the Powder River Basin (PRB) project, the environmental impact of the coal trains coming into and through Dubuque on the health, safety and welfare of our community. The additional trains will increase traffic delays and could potentially isolate the Ice Harbor area of Dubuque during peak periods of heavy train traffic.

Lack of Rail Accessible Sites and Businesses that Require Rail Access – Another concern for the region is the lack of rail accessible sites and businesses that require rail access. There are many cities that railroads pass through, where they do not stop. If sufficient business were there to merit stopping, the railroads would do so. Over the past 30 years railroad officials indicate that there has been a decline in business in the Dubuque area. This trend is also affected by the trend described above towards rail consolidation and pricing policies, which favor large shippers and long hauls. At some point, officials from the freight industry point out these factors will combine to make Dubuque an unprofitable market for the railroads. When that happens it will significantly damage the river freight and the truck freight industries in Dubuque due to the inter-relationships between the three modes.

### **The Dubuque Metropolitan Area Transportation Study (DMATS)**

The Dubuque Metropolitan Area Transportation Study (DMATS,) composed of both a Technical Committee and Policy Committee, guides the Metropolitan Planning Organization (MPO) for the Dubuque Metropolitan Area. As the guiding entity of the MPO for the three-state (Illinois, Iowa & Wisconsin) Dubuque Metropolitan Area, DMATS is responsible for maintaining a continuous, comprehensive and coordinated (“3-C”) transportation planning process.

DMATS is composed of a broad mixture of local, regional, state and federal officials from all three states; each representing their individual agencies within the region. Local governments represented on the DMATS committees are the cities of Asbury, Centralia, Durango, Dubuque, Peosta, Sageville and Dubuque County in Iowa; East Dubuque and Jo Daviess County in Illinois; and Jamestown Township, the unincorporated town of Kieler and Grant County in Wisconsin. In addition, DMATS has representation from each of the three state Departments of Transportation (Iowa, Illinois and Wisconsin,) the regional councils of government in Iowa (East Central Intergovernmental Association - ECIA,) and Wisconsin (Southwest Wisconsin Regional Planning Commission - SWRPC,) Jule Transit, the Regional Planning Affiliation 8 (RPA 8) Regional Transit Authority and the Federal Highway Administration (FHWA).

## **DMATS Boundary Expansion**

The DMATS boundary was expanded and approved by FHWA in March 2003 to reflect the increased urbanized area's population based upon 2000 census numbers. The new area, now encompassed within the DMATS expanded boundary, represents surrounding areas most likely to be urbanized within the next 20 years. The DMATS boundary expanded from 102.69 square miles to 207.27 square miles with this addition. The boundary expansion has resulted in an overall increase in square miles of 101.8%. Expansion of the DMATS boundary increases the opportunities for additional fringe-area roadways to become eligible for federal funds. There is no change in boundary with 2010 census numbers.

## **Introduction to the Transportation Planning Work Program (TPWP)**

The Transportation Planning Work Program (TPWP) outlines the various transportation planning activities to be conducted by the East Central Intergovernmental Association (ECIA) for the Dubuque Metropolitan Area Transportation Study (DMATS) during FY2016 (July 1, 2015 through June 30, 2016).

This TPWP was developed with input from the following governing agencies:

- DMATS Policy Committee
- DMATS Technical Advisory Committee
- Jule Transit System
- City of Asbury
- City of Centralia
- City of Dubuque
- City of Peosta
- Dubuque County
- Jo Daviess County
- Grant County
- Region 8 RTA
- Federal Transit Administration Region VII
- Transit Advisory Board
- City of East Dubuque
- Iowa Department of Transportation
- Illinois Department of Transportation
- Wisconsin Department of Transportation
- Federal Highway Administration Illinois Division
- Federal Highway Administration Iowa Division
- Federal Highway Administration Wisconsin Division
- Southwest Wisconsin Regional Planning Commission

## **The 2012 Moving Ahead for Progress in the 21st Century Act (MAP-21) bill sets out the following guidelines for planning:**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system.

In addition, the current administration is promoting livability principles that are to be considered in the metropolitan planning process activities. These principles are:

- Provide more transportation choices
- Promote equitable, affordable housing
- Enhance economic competitiveness
- Support existing communities
- Coordinate policies and leverage investments, and
- Value communities and neighborhoods.

The TPWP encompasses the following:

- clarifies the means of coordination among local units of governments cooperating in the planning effort;
- aids in project development/selection and the allocation of federal, state, and local funding sources;
- establishes the end results/products, purposes, and general methods employed in the conduct of specific work elements; and
- addresses issues and problems affecting modal functions in the urbanized area.

### **How is the TPWP Developed:**

The Transportation Planning Work Program (TPWP) outlines various transportation planning activities to be conducted by the staff for the Dubuque Metropolitan Area Transportation Study (DMATS). The TPWP is prepared and adopted each year and contains transportation planning activities for the current fiscal year.

The TPWP Process will include the following steps:

- DMATS staff will start developing TPWP in the month of February, following rules and regulations adopted by the FHWA and guidance from state DOT's.
- After the draft TPWP is finished, it will be released for a 30-day public review process in March. DMATS staff will inform the public of the draft TPWP's availability by sending notices to the organizations on the DMATS Public Participation Process mailing list and by publishing legal notices in local newspapers and the ECIA website. These notices will be published 4-20 days before the scheduled meeting.
- The public hearing will be held during the DMATS Policy Committee meeting in March and the meeting will be opened for public input during the process.

- After the final TPWP is finished, it will be released for a 30-day public review process in May. DMATS staff will inform the public of the final TPWP's availability by sending notices to the organizations on the DMATS Public Participation Process mailing list and by publishing legal notices in local newspapers and the ECIA website. These notices will be published 4-20 days before the scheduled meeting.
- The public hearing will be held during the DMATS Policy Committee meeting in May. The meeting will be opened for public input during the process.

## Organization and Management

The Dubuque Metropolitan Area Transportation Study was established on March 25, 1976 through the adoption of Articles of Agreement by the participating organizations in the area. This cooperative, comprehensive, and continuing transportation planning process was established by agreement between the state and local governments in compliance with Section 134 of the United States Code. The planning process is implemented through a committee structure. All committees forward their recommendations to the Policy Committee for consideration. Each committee's responsibilities are summarized below:

**Policy Committee** - Responsible for establishing overall policy making decisions related to transportation funding priorities, programming of STP and Transportation Alternative funds, and monitoring the direction of studies of transportation conditions in the metropolitan area.

**Technical Advisory Committee** - Reviews, studies, and makes recommendations related to technical issues affecting study priorities and the transportation planning and programming process.

### Staff Assigned to work on the Program

#### Transportation Planning Staff

|                                 |                  |
|---------------------------------|------------------|
| Executive Director.....         | Kelley Deutmeyer |
| Director of Transportation..... | Chandra Ravada   |
| Transportation Planner .....    | Dan Fox          |

#### Administrative and Support Staff

|                              |               |
|------------------------------|---------------|
| Finance Director.....        | Lisa Weinhold |
| Support Service Manager..... | Gail Kuhle    |

## Policy Committee

- |               |   |  |
|---------------|---|--|
| Section 1 (a) | <b>Each State Department of Transportation (DOT)</b><br>Illinois DOT<br>Iowa DOT<br>Wisconsin DOT   | Tom Kelso, (proxy Doug DeLille)<br>Craig Markley (proxy Sam Shea)<br>Jeff Gust, (proxy Art Sommerfield)  |
| Section 1 (b) | <b>County Board of Supervisors</b><br>Dubuque County<br>Grant County<br>Jo Daviess County   | <b>Daryl Klein (Vice-Chair)</b><br>Don Splinter<br>Steve Rutz  |
| Section 1 (c) | <b>Mayor and six City Council members of the City of Dubuque</b><br>Mayor<br>Council Member<br>Council Member<br>Council Member<br>Council Member<br>Council Member<br>Council Member<br>Council Member   | <b>Roy Buol, (Chair)</b><br>Luis Del Toro<br>Jake Rios<br>Joyce Connors<br>Kevin Lynch<br>David Resnick<br>Ric Jones<br>Michael Van Milligen (proxy for City Council)<br>Maurice Jones(proxy for City Council) |
| Section 1 (d) | <b>Municipality (Chief elected official or designated representative for a township, municipality or village with at least 2,000 in population but less than 50,000)</b><br>Asbury<br>East Dubuque<br>Jamestown Township<br>Small Cities Representative | Jim Adams (proxy Larry Nagle)<br>Dan Welp, (proxy Geoff Barklow)<br>Faber Runde<br>Larry Mescher (proxy Don Recker)  |
| Section 1 (e) | <b>Regional Planning Organization (chairman or designated representative)</b><br>ECIA<br>Southwestern WI Regional<br>Planning Commission  | Larry "Buck" Koos (proxy Kelley Deutmeyer)<br><br>Troy Maggied (proxy Katrina Hecimovic)   |
| Section 1 (f) | <b>Public Transit Authority (2)</b><br>Jule Advisory Board<br>RTA   | Matt Esser (proxy Candace Eudaley)<br>vacant   |
| Section 1 (g) | <b>Federal Transportation Agencies (Non-Voting)</b><br>FHWA<br>FTA  | Karen Bobo (Proxy Darla Hugaboom)<br>Mokhtee Ahmad (Proxy Mark Bechtel)  |
| Section 1 (h) | <b>Designated representative of any other public board or commission having jurisdiction in the operation of transportation.</b><br>None  |  |

\*\*Mike Van Milligen is the proxy vote for any absent council member. Economic Development Director, Maurice Jones is proxy if two council members are absent and/or if Mike Van Milligen is absent.





**FY2016 DMATS Work Program Budget**

DMATS Budget for FY2016

Final Amended

5/12/2015

| Work Elements and Activities                         |                     |                |                  |                 |                  |                |                | Total            | State Source   |                 |              | Local Sources 20% match |                 | Total            | Staff          | No    |
|--|---------------------|----------------|------------------|-----------------|------------------|----------------|----------------|------------------|----------------|-----------------|--------------|-------------------------|-----------------|------------------|----------------|-------|
|  | IA FTA Sec. 5305(d) | Ill FTA Sec.   | Iowa STP         | Iowa ICCAP      | Iowa PL          | ILL PL         | WIS PL         | Federal Funds    | ILL DOT        | IA DOT          | WIS DOT      | ICAAP                   | ECIA/Local      | funds            | Hours          | Staff |
| <b>Program Support &amp; Administration</b>          |                     |                |                  |                 |                  |                |                |                  |                |                 |              |                         |                 |                  |                |       |
| 1599 Overhead and Administration                     | \$7,120             |                |                  |                 | \$46,200         | \$1,600        | \$2,000        | \$56,920         | \$1,499        |                 | \$243        |                         | \$12,488        | \$71,150         | 1,423          | 4     |
| 5329 General Coordination                            | \$8,573             |                |                  |                 | \$17,876         | \$2,400        |                | \$28,849         |                |                 |              |                         | \$7,212         | \$36,061         | 721            | 4     |
| <b>Sub total</b>                                     | <b>\$15,693</b>     |                |                  |                 | <b>\$64,076</b>  | <b>\$4,000</b> | <b>\$2,000</b> | <b>\$85,769</b>  | <b>\$1,499</b> |                 | <b>\$243</b> |                         | <b>\$19,700</b> | <b>\$107,211</b> | <b>\$2,144</b> |       |
| <b>Long Range Transportation Planning</b>            |                     |                |                  |                 |                  |                |                |                  |                |                 |              |                         |                 |                  |                |       |
| 5341 Long Range Transportation Planning              | \$10,000            |                |                  |                 | \$58,714         |                |                | \$68,714         |                |                 |              |                         | \$17,179        | \$85,893         | 1,718          | 3     |
| 5342 Transportation Research and Database Management | \$2,000             |                |                  |                 | \$400            |                |                | \$2,400          |                |                 |              |                         | \$600           | \$3,000          | 60             | 3     |
| <b>Short Range Transportation Planning</b>           |                     |                |                  |                 |                  |                |                |                  |                |                 |              |                         |                 |                  |                |       |
| 5352 Short Range Planning                            | \$5,827             | \$1,831        |                  |                 | \$30,223         | \$5,531        | \$1,751        | \$45,163         | \$1,382        |                 |              |                         | \$9,909         | \$56,454         | 1,129          | 3     |
| <b>Special Projects</b>                              |                     |                |                  |                 |                  |                |                |                  |                |                 |              |                         |                 |                  |                |       |
| Speed shields & Bike Counters                        |                     |                | \$40,000         |                 |                  |                |                | \$40,000         |                |                 |              |                         | \$10,000        | \$50,000         |                |       |
| Freight Study  |                     |                | \$106,193        |                 |                  |                |                | \$106,193        |                | \$26,548        |              |                         |                 | \$132,741        | 400            | 2     |
| 5357 ICAAP Grant Administration & work               |                     |                |                  | \$29,968        |                  |                |                | \$29,968         |                |                 |              | \$7,492                 |                 | \$37,460         | 749            | 1     |
| <b>Sub total</b>                                     | <b>\$17,827</b>     | <b>\$1,831</b> | <b>\$146,193</b> | <b>\$29,968</b> | <b>\$89,337</b>  | <b>\$5,531</b> | <b>\$1,751</b> | <b>\$292,438</b> | <b>\$1,382</b> | <b>\$26,548</b> |              | <b>\$7,492</b>          | <b>\$37,687</b> | <b>\$365,548</b> | <b>4,056</b>   |       |
| <b>Total</b>   | <b>\$33,520</b>     | <b>\$1,831</b> | <b>\$146,193</b> | <b>\$29,968</b> | <b>\$153,413</b> | <b>\$9,531</b> | <b>\$3,751</b> | <b>\$378,207</b> | <b>\$2,881</b> | <b>\$26,548</b> | <b>\$243</b> | <b>\$7,492</b>          | <b>\$57,388</b> | <b>\$472,759</b> | <b>6,200</b>   |       |

**Total funds Available for DMATS in FY 16**

**Total funds used by DMATS in FY 16**

|   |                  |
|---|------------------|
| <b>FY 16 FTA funds</b>                    |                  |
| Carryover from Iowa DOT                   | \$0              |
| Iowa DOT                                  | \$33,520         |
| Illinois DOT                              | \$1,831          |
| <b>FY 16 PL Funds</b>                     |                  |
| Carryover from Iowa DOT                   | \$59,451         |
| Iowa DOT                                  | \$95,951         |
| Illinois DOT                              | \$9,531          |
| Wisconsin DOT                             | \$3,751          |
| <b>FY 16 State Funds</b>                  |                  |
| Illinois DOT                              | \$2,881          |
| Wisconsin DOT                             | \$243            |
| <b>Special Projects</b>                   |                  |
| Speed Shields & Bike Counters (Carryover) | \$40,000         |
| Freight Study                             | \$132,741        |
| ICAAP Grant Administration & work         | \$37,460         |
| <b>Total</b>                              | <b>\$417,360</b> |

|  |                                   |
|--|-----------------------------------|
| <b>FY 16 FTA funds used</b>                |                                   |
| Iowa DOT                                   | \$33,520 (FY 16 FTA)              |
| Illinois DOT                               | \$1,831                           |
| <b>FY 16 PL Funds used</b>                 |                                   |
| Illinois DOT                               | \$9,531                           |
| Iowa DOT                                   | \$153,413 (Carry Over + FY 16 PL) |
| Wisconsin DOT                              | \$3,751                           |
| <b>Special Projects funds used</b>         |                                   |
| Speed Shields & Bike Counters (Carryover)  | \$40,000                          |
| Freight Study                              | \$106,193                         |
| ICAAP Grant Administration & work          | \$29,968                          |
| <b>Match</b> (IL & WIS DOT State funds)    |                                   |
| Illinois, Iowa & Wisconsin DOT State Funds | \$29,672                          |
| ECIA & Other Local Funds                   | \$64,880                          |
| <b>Total</b>                               | <b>\$472,759</b>                  |

Totals may not add due to rounding.

**FY2016 DMATS Work Program Budget for IADOT**

**DMATS Budget for FY2016**

Final Amended

5/12/2015

| Work Elements and Activities                  |                     |                  |                 |                  | Total            | Local Match 20% |                 |                 | Total            | Staff        | No    |
|---|---------------------|------------------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|------------------|--------------|-------|
|   | IA FTA Sec. 5305(d) | Iowa STP         | Iowa ICCAP      | Iowa PL          | Federal Funds    | ICAAP           | IADOT           | ECIA/Local      | funds            | Hours        | Staff |
| <b>Program Support &amp; Administration</b>   |                     |                  |                 |                  |                  |                 |                 |                 |                  |              |       |
| 1599 Overhead and Administration              | \$7,120             |                  |                 | \$46,200         | \$53,320         |                 |                 | \$13,330        | \$66,650         | 1,333        | 5     |
| 5329 General Coordination                     | \$8,573             |                  |                 | \$17,876         | \$26,449         |                 |                 | \$6,612         | \$33,061         | 661          | 5     |
| <b>Sub total</b>                              | <b>\$15,693</b>     |                  |                 | <b>\$64,076</b>  | <b>\$79,769</b>  |                 |                 | <b>\$19,942</b> | <b>\$99,711</b>  | <b>1,994</b> |       |
| <b>Long Range Transportation Planning</b>     |                     |                  |                 |                  |                  |                 |                 |                 |                  |              |       |
| 5341 Long Range Transportation Planning       | \$10,000            |                  |                 | \$58,714         | \$68,714         |                 |                 | \$17,179        | \$85,893         | 1,718        | 3     |
| 5342 Transportation Research and Database Mar | \$2,000             |                  |                 | \$400            | \$2,400          |                 |                 | \$600           | \$3,000          | 60           | 3     |
| <b>Short Range Transportation Planning</b>    |                     |                  |                 |                  |                  |                 |                 |                 |                  |              |       |
| 5352 Short Range Planning                     | \$5,827             |                  |                 | \$30,223         | \$36,050         |                 |                 | \$9,013         | \$45,063         | 901          | 3     |
| <b>Special Projects</b>                       |                     |                  |                 |                  |                  |                 |                 |                 |                  |              |       |
| Speed shields & Bike Counters                 |                     | \$40,000         |                 |                  | \$40,000         |                 |                 | \$10,000        | \$50,000         |              |       |
| Freight Study                                 |                     | \$106,193        |                 |                  | \$106,193        |                 | \$26,548        |                 | \$132,741        | 400          | 2     |
| 5357 ICAAP Grant Administration & work        |                     |                  | \$29,968        |                  | \$29,968         | \$7,492         |                 |                 | \$37,460         | 749          | 1     |
| <b>Sub total</b>                              | <b>\$17,827</b>     | <b>\$146,193</b> | <b>\$29,968</b> | <b>\$89,337</b>  | <b>\$283,325</b> | <b>\$7,492</b>  | <b>\$26,548</b> | <b>\$36,791</b> | <b>\$354,156</b> | <b>3,828</b> |       |
| <b>Total</b>                                  | <b>\$33,520</b>     | <b>\$146,193</b> | <b>\$29,968</b> | <b>\$153,413</b> | <b>\$363,094</b> | <b>\$7,492</b>  | <b>\$26,548</b> | <b>\$56,733</b> | <b>\$453,868</b> | <b>5,823</b> |       |

**Total funds Available for DMATS in FY 16**

|   |                  |
|---|------------------|
| FY 16 FTA funds                           |                  |
| Carryover from Iowa DOT                   | \$0              |
| Iowa DOT                                  | \$33,520         |
| FY 16 PL Funds                            |                  |
| Carryover from Iowa DOT                   | \$59,451         |
| Iowa DOT                                  | \$95,951         |
| Special Projects                          |                  |
| Speed Shields & Bike Counters (Carryover) | \$40,000         |
| Freight Study                             | \$106,193        |
| ICAAP Grant Administration & work         | \$37,460         |
| <b>Total</b>                              | <b>\$372,575</b> |

Totals may not add due to rounding.

**Total funds used by DMATS in FY 16**

|   |                  |
|---|------------------|
| FY 16 FTA funds used                      |                  |
| Carryover from Iowa DOT                   | \$0              |
| Iowa DOT                                  | \$33,520         |
| FY 16 PL Funds used                       |                  |
| Carryover from Iowa DOT                   | \$59,451         |
| Iowa DOT                                  | \$93,962         |
| Special Projects funds used               |                  |
| Speed Shields & Bike Counters (Carryover) | \$40,000         |
| Freight Study                             | \$106,193        |
| ICAAP Grant Administration & work         | \$29,968         |
| Match                                     |                  |
| ECIA & Other Local Funds                  | \$90,774         |
| <b>Total</b>                              | <b>\$453,868</b> |

## Work Elements

### **Program Support and Administration (FTA 11.00)**

#### **1. Project #1599 - Overhead and Administration (On going Process)**

##### Background/Previous Work:

ECIA General Management has conducted association operations under direction of its governing council and committees since the origin of the association since 1976. Adequate and necessary administration support and overhead have been provided as part of this activity.

##### Program Objective:

Conduct ECIA operations in conformance with proper business practices and provide necessary overhead to conduct transportation planning.

##### Program Activities:

Provide overhead and administration throughout the fiscal year. Examples of costs include personnel costs associated with the administration of the agency, office supplies, insurance, telephone expense, postage and equipment, agency fiscal management, utilities, rent, and data processing services.

##### End Results:

- General administration and overhead activities.

**Cost: \$ 71,150**

**Staff Hours: 1,423**

#### **2. Project #5329 - General Coordination (Ongoing Process)**

##### Background/Previous Work:

Staff has served as liaison between DMATS and state and federal agencies pertaining to specific transportation issues. Staff provides local support to the 3C process in the DMATS area.

##### Program Objective:

- To provide general urban transportation planning and coordination in the tri-state DMATS area.

##### Program Activities:

- Undertake the general transportation planning, coordination and cooperation with local, state, and federal representatives consistent with the Federal 3C Transportation Planning requirements including an emphasis on public involvement.
- Review new legislation and inform local agencies of development of federal transportation

legislation.

- Conduct special studies as directed by the DMATS Policy Committee with input from the Technical Advisory Committee.
- Support DMATS committees through staff assistance, research, and communications among the committees and various other levels of government. Include citizen/public involvement in the MPO's planning process.
- Provide technical assistance to other governmental agencies or organizations involved in the overall transportation efforts identified by DMATS.
- Monitor the changes effected by Congress.
- Attend and participate in meetings of national, state, and local organizations like Mississippi River Trail (MRT), Transit Action Group (TAG), etc. relating to transportation planning; and, apply knowledge to local planning program.
- Attend and participate in meetings of national, state, and local organizations that emphasizes Coordination of Human Service Transportation.
- Organize and participate in meetings of DMATS Policy, Technical Advisory, and other committees; and attend other committee and board meetings as needed.
- Manage the financial side of the TPWP in a way that ensures sound and efficient program administration.
- Work with USDOT and the states of Iowa, Illinois and Wisconsin to update the DMATS Public Participation Policy to insure compliance with the latest directives from FHWA related to Transportation Equity and Public Involvement.
- Prepare the FY 2017 TPWP in cooperation with the Iowa, Illinois, and Wisconsin Departments of Transportation.
- Participate in Iowa DOT Quarterly MPO meetings.
- Participate in Iowa MTMUGS Quarterly meetings.

End Results:

- The product of this work element will be any technical memoranda resulting from general coordination activities and all meeting materials and minutes.

**Cost: \$ 36,061**

**Staff Hours: 721**

***Project # 5341 - Long-Range Transportation Planning (System Level) (FTA 13.01)***

**3. Long-Range Transportation Plan (LRTP)**

Background/Previous Work:

During Fall 2011, DMATS adopted the 2040 Long-Range Transportation Plan (LRTP). Efforts in FY 2016 are focused on developing draft 2045 Long-Range Transportation Plan (LRTP).

Program Objective:

- To update LRTP and to collect, update, analyze, and provide transportation data (e.g. socio-economic, land use, travel) information to be used in the metropolitan planning process.

- Development of DMATS Geographic Information System (GIS).
- DMATS staff will coordinate with all three DOTS in collection of data for DMATS LRTP update

Program Activities:

- Develop policy directions for the DMATS region's 2045 Long Range Transportation Plan.
- Ensure the region's Long-Range Planning process addresses the federal transportation planning factors.
- Assess impact of policy choices on regional transportation system, land use, development and the financial capacity to guide decision making.
- Process amendments to LRTP 2040 as necessary.

End Results:

- Develop 2045 DMATS Long Transportation Plan by October of 2016

**3(I) Other Activities Programmed for FY 2016:**

**A. Travel Demand Model (will be completed by end of FY 2016)**

Background/Previous Work:

An accurate, state-of-the-art transportation forecasting model must be maintained in order to identify needed transportation improvements and to gauge impacts of the transportation policies and investments. Staff did expand the network in FY 2010 to capture the impacts of surrounding communities on DMATS area. Staff uses the model to predict future projects in the DMATS area. Staff will be converting the three step 24 hour model to peak hour model

Program Objectives:

- To maintain and improve socio-economic and land use models needed to prepare long-range forecasts of the metropolitan growth and development and to analyze impacts of specific polices and investments.
- To update DMATS area model equations to allow more accurate depictions of travel behavior.
- To incorporate best available information on transportation impacts to better reflect the costs and tradeoffs in provisions of transportation alternatives.
- To incorporate improvements in modeling practices that enhances the relationship between land use and transportation plans.
- Update with current accepted modeling practices.
- Convert the existing 24 hour model to peak hour model

Program Future Activities:

- Update the travel demand forecast model with base year socio-economic data.
- Recalibration of the model to FHWA standards with ongoing changes.
- Perform model runs and analyses, and produce reports.
- Alter transportation networks as necessary to reflect current and anticipated results.



- Document the modeling process and assumptions used in analysis.
- Formulate and implement work program for further updating the regional travel demand model.
- Assess data requirements to support potential model enhancements.
- Evaluate potential STP and Transportation Alternative projects.
- Coordinate all model improvement/update efforts with the Iowa DOT, Office of Systems Planning.
- Work with systems planning staff at IADOT in design a peak hour model

## **B. Safety and Security (Ongoing Process)**

### Background/Previous Work:

One of the priorities identified in the MAP-21 legislation is for the mainstreaming of safety analysis into the transportation planning process. In the LRTP update process DMATS staff will analyze safety data related to automobiles, trucks, bicycles, and pedestrians. Staff is working with local jurisdictions and the incident management teams to analyze data for DMATS 2045 LRTP and produced a list of Safety Projects that will be included in the DMATS 2045 LRTP.

### Program Objectives:

- Identification of more specific safety projects.
- Improve safety and security of DMATS area transportation system.

### Program Activities:

- Work with the municipal public works, transit, and public safety staffs to build upon this safety analysis.
- Work with local emergency planners, law enforcement agencies, and appropriate transportation agencies to analyze and improve the security of metropolitan transportation facilities.

## **C. Coordination of Land Use and Transportation (Ongoing Process)**

### Background/Previous Work:

Coordination of transportation and land use is an increasingly important concern for metropolitan areas throughout the country. DMATS has recognized this concern and over the past two years has worked in close cooperation with ECIA and Dubuque County on the development of the updated Dubuque County Land Use Plan.

### Program Activities:

- Staff will monitor the local land use plans and their implementations as they impact development on the metro area transportation system.
- DMATS staff will also facilitate efforts by the Iowa DOT looking at concerns regarding corridor management implemented through local land use plans.

## **D. Environmental Process (Ongoing Process)**

### Background/Previous Work:

Another priority identified in MAP 21 environmental process streamlining. Staff did contact the environmental resource agencies and surveyed them on their willingness to participate in transportation planning, which was done to meet the environmental resource consultation requirements.

### Program Activities:

- Staff will stay current on efforts at the federal and state levels to identify methods for integrating the environmental process with the transportation planning process.
- Staff will also support the Iowa DOT's "Can Do" early concurrence process for environmental clearance and participate to the level necessary on specific projects.
- Staff will also work with other MPOs to identify methods for early incorporation of environmental analysis into the project planning process.
- Staff is participating in the Air quality group created by MPO, Greater Dubuque Development (GDDC) and City of Dubuque.
- Staff will map all existing information on environmental resources within the region and use this information in prioritizing future projects in next planning process.

## **E. Compliance with USDOT Title VI of the Civil Rights Act (Ongoing Process)**

### Background/Previous Work:

DMATS's Public Participation Plan (PPP) was developed due to a need for proactive citizen involvement in the LRTP and all other planning activities conducted by DMATS.

### Program Activities:

- Staff will work with USDOT and the states of Iowa, Illinois and Wisconsin to update the DMATS Public Participation Policy to insure compliance with the latest directives from FHWA related to Transportation Equity and Public Involvement.
- Staff will include the identification of low-income, minority, elderly, and disabled populations and analysis of their level of involvement in the transportation planning process and the impacts of transportation investments on those populations.

## **F. Bicycle and Pedestrian Transportation Planning (Ongoing Process)**

### Background/Previous Work:

DMATS staff will be updating and maintaining the Long-Range Bicycle and Pedestrian Transportation Planning element to represent most accurate existing conditions in DMATS area.

### Program Activities:

- Staff will update existing data base regularly to represent existing conditions.
- Staff will update the Tri State Trail Plan. The Plan will be updated by end of FY 2016.

- Staff will also work to integrate the metropolitan bicycle and pedestrian facilities with regional and statewide plans and facilities.
- Participate in Mississippi River Trail (MRT) development as a member of Iowa's MRT Executive Committee.

## **G. Freight (Ongoing Process)**

### Background/Previous Work:

DMATS staff will be updating and maintaining freight elements in the Long-Range Transportation Plan to represent most accurate existing conditions in DMATS area.

### Program Activities:

- Staff will update existing data base regularly to represent ongoing changes.
- Will participate on Dubuque Area chamber of commerce's Transportation group.
- Staff will be conducting freight study and will be accommodating recommendations in DMATS Long Range Transportation Plan.

## **H. Maintenance and Operations System (M&O) (Ongoing Process)**

### Background/Previous Work:

DMATS staff will incorporate the M&O System into the transportation planning process. DMATS will continue to monitor system performance and coordinate with operating agencies. Intelligent Transportation Systems (ITS) will be considered in the short-term and long-range planning and preparation and maintenance of a regional architecture will be done. Staff will update the existing reports and update the policy and technical committees with the updates.

### Program Activities:

- Update of the DMATS Travel Demand Forecast Model.
- Facilitate the Dubuque Multi-disciplinary Safety Group.
- Help in developing and maintaining evacuation plan for the DMATS area for the future.
- Development of a Corridor Management Plan for the DMATS area for the future.
- Update and maintain bicycle and pedestrian data for the DMATS 2045 LRTP.
- Development of a bicycle and pedestrian plan for the DMATS area for the future.
- Perform safety and security analysis for DMATS projects.
- Coordination with the FHWA and the DOTs related to the environmental process.

### End Results:

- Development of an updated public participation plan spring of 2016.
- Integration of maintenance and operations in the DMATS area by fall of 2016.
- Update Tri State Trail Plan by end of FY 2016

**Cost: \$ 85,893**

**Staff Hours: 1,718**

## 5. Project #5342 – Transportation Research and Database Management (Ongoing Process)

### Background/Previous Work:

To have a complete understanding of transportation and travel behavior in the region, DMATS staff regularly collects and analyzes data from various government organizations in the region. Data pertaining to transportation is routinely tracked and reported such as traffic counts, transit ridership, and accident data; and, expenditures of funds for maintenance and expansion of transportation facilities are kept on databases at ECIA. Documents produced by the states and local jurisdictions that include data on transportation within the region are kept in the transportation department.

### Program Objective:

- To collect, maintain and analyze data on transportation within the DMATS area for facilitating transportation planning and decision making.
- To use information derived from analysis of data in modeling and other activities to promote national transportation planning.
- To promote better understanding of transportation patterns and trends among member jurisdictions and general public.
- To maintain data on low-income and minority populations to support environmental justice, outreach and analysis.
- To respond to requests for information from local, state and private agencies and members of the public.

### Program Activities:

- Process data collection from membership organizations.
- Monitor data sources.
- Maintain databases and documentation.
- Disseminate data and/or analysis to DMATS member jurisdictions, other interested agencies and general public.
- Maintain the Transportation Department Library within ECIA.
- Maintain the GIS system with updated information for future analysis and graphical representation.

### End Results:

- Miscellaneous research reports and analyses.
- Periodic reports detailing key transportation trends for presentation at policy & technical meetings.
- Usable transportation library.
- Maps and graphics for transportation activities.

**Cost: \$3,000**

**Staff Hours: 60**

## *Project # 5352 - Short-Range Transportation Planning*

### **6. Short-Range Transportation Planning (Ongoing Process)**

#### Background Previous Work:

Staff is working with local, state, and federal staff and policy makers in the planning and funding of development work for highway and bridge work for projects such as the IA 32, the US 20 Mississippi River Crossing, US 20 Capacity Study, and the bike/pedestrian network. Staff is writing grant applications for Regional Transit Authority (RTA) used in the procurement of funds for marketing.

#### Program Objective:

- To work with DMATS members in street/highway and bike/pedestrian transportation planning.
- To provide technical support, grant administration, and planning assistance to the Jule Transit System.
- To prepare and manage the four-year multi-modal Transportation Improvement Program (TIP) for the DMATS area consistent with federal and state guidelines and regulations.
- To update TPMS with revisions, amendments and new federal aid projects within in DMATS area on Iowa side.
- To assist the state Departments of Transportation with administration for projects under development.

#### Program Activities:

##### **A. Roads and Highways**

- Work and assist Iowa DOT with the US 20 Capacity Improvements, IA 32 NW Arterial Project and the Julien Dubuque Bridge Project.
- Work and assist the City of Dubuque and Dubuque County with the SW Arterial Project, with assistance from the Iowa DOT.
- Work with East Dubuque and Jo Daviess County representatives and Illinois DOT in the development of transportation improvements in the East Dubuque-Dunleith Township area.

##### **B. Jule/East Dubuque and RTA Transit Planning Assistance**

- Work with the public transit providers in the DMATS area and interested private sector providers in developing and implementing service coordination strategies by using the Jule Transit Operational Analysis completed by a consultant during FY 2009. DMATS is working with the transit providers to have the recommendations implemented.
- Attend and participate in Transit Advisory Board meetings.
- Assist the transit operators in complying with all applicable federal requirements.
- Assist the transit operators in grant writing and management.
- Work with local transportation agencies to implement transportation management and operations systems. Particular emphasis will be placed on assisting Jule Transit with the

implementation of Intelligent Transportation Systems for communication, automated data collection, and scheduling.

- The PTP plan is completed in May of FY 2015. Staff will maintain the plan in FY 2016 and will have a minimum of two TAG meetings will be held by DMATS. DMATS will submit the minutes of these meetings to the Office of Systems Planning. A Full PTPs will be submitted to Office of Systems Planning every five years and will continue on the same schedule.

**C. Transportation Improvement Program (Final will be approved by June, 2016)**

The development of the FFY 2017-2020 Transportation Improvement Program (TIP) will be done in cooperation with the member governments in the DMATS urban area. The TIP will cover a four-year period and reflect priority projects. It will include a financial plan showing projects that can be implemented using current and proposed revenue sources. The program will be developed cooperatively by the DMATS committees, the Iowa, Illinois, and Wisconsin Departments of Transportation, local units of government, and participation from the public. TIP projects will be selected and prioritized objectively through the 3C process.

The TIP projects will be consistent with the DMATS updated 2040 Long-Range Transportation Plan and will, at a minimum, include all projects in the metro area of regional significance, requiring FHWA and FTA approval, regardless of funding source. There will also be an opportunity for public involvement prior to approval consistent with the DMATS Public Participation Program.

**D. ADA Transit Planning (Ongoing)**

Work will be done in the Jule and East Dubuque service area to enhance the participation process by persons living with disabilities in the planning and implementation of any improvements in transportation delivery of persons with disabilities, per the Americans with Disabilities Act. DMATS will assist Jule Transit and the ADA Advisory Committee in implementing the provisions of the Jule ADA Plan. Staff completed FY 2015-2018 Transportation Improvement Program (TIP) fulfilling all the federal requirements.

**E. Mississippi River Trail Program (Ongoing)**

DMATS staff will be assisting local governments with route location designation, signing route segments, usage, and coordination with MRT Inc and the Iowa MRT Executive Committee.

**F. Mississippi River Council (Ongoing)**

DMATS staff will be working with Upper Explorerland Regional Planning Commission, Southeast Iowa Regional Planning Commission, Bi-State Regional Commission, local governments, State representatives and Governor Appointees to form a Mississippi River Council group and address environmental and transportation issues on the Mississippi River. The issues will focus on Lock & Dam improvements, Freight movements, Trail improvements, tourism, economic development on the river, watershed etc.

**G. Envision Rail & Trail Projects (Ongoing)**

Serve as stakeholder on Envision 2010 Passenger Rail and Bike/Hike Trail Steering Committees and help in printing and mailing the agendas and meeting notices for committee meetings. Staff is actively participating in these group activities for FY2016.



### End Results

Technical documents prepared as necessary and a four-year TIP along with public meetings held as necessary.

**Cost: \$ 56,454**

**Staff Hours: 1,129**

## **7. Project #5357 – ICAAP Grant Administration & work (Will be completed by FY 2017)**

### Background/Previous Work:

The Jule, the public transit system in the City of Dubuque, operates a fixed route system with much of the existing fixed routes following their 1970's designs. The greater Dubuque area has experienced growth, significantly changing the trip origins and destinations over the past two decades. Minor changes have been made to the routes, but as a result several of the routes appear to be providing a duplication of services in that they cover much of the same area of town, providing limited, inefficient transit services. The Jule transit system partnered with IBM and Dubuque MPO to address this issue. The Dubuque MPO applied for an ICAAP grant from state of Iowa to implement this research done by IBM for this project. Phase II of this project is designed to implement new route system using information from Phase I.

### Program Objective:

- SmartTransit is designed to help Jule transit system with transit operations and efficiency by providing origin and destinations data by time of day.
- This project provides improvement to the Jule's route system, reducing wait times and increasing frequency to encourage transit use over single occupancy cars.
- This process will reduce overall transportation related pollutant emissions of the city.

### Program Activities:

- Redesign the transit system using the clean sheet route optimization.
- Create new transit routes basing on the input attained from pilot routes from phase I.
- Create marketing strategy to encourage more riders.

### End Results:

- The project sought to study people's movements, analyze transit and transportation systems challenges in the metro area, and improve and optimize their operations.

**Total Cost: \$37,460**

**Staff Hours: 749**

## **8. Speed Shields & Bike Counters (Will be completed by FY 2016)**

### Background/Previous Work:

The Dubuque Multi-Disciplinary Safety Team (MDST) requested DMATS STP funds to purchase 12 speed shields. Speed shields are devices used for speed recognition and data collection on road system. The goal of these shields is to improve safety in the region and collect data for DMATS, City and County staff for speeds traveled on the corridors.

The City of Dubuque and Dubuque County requested DMATS STP funds to purchase 14 trail counters. The goal of these counters is to provide trail usage information to DMATS, City and County staff.

Program Objective:

- DMATS, MDST, City and County staff will be generating performance measures for trail usage and safety in the region using the information provided through these devices.
- This program will help in collecting data for updating of new bike plan.

Program Activities:

- Update existing Bike & Pedestrian plan.
- Improve safety on primary corridors.
- Create performance measures.

End Results:

- Improve safety in the region
- Improve usage of trail system in the region.

**Total Cost: \$50,000**

**9. Freight Study (Will be completed by FY 2017)**

Background/Previous Work:

The DMATS in partnership with Regional Planning Affiliation 8 (RPA 8) and Blackhawk Hills Regional Planning Council (RPC) in Illinois are planning to conduct a multimodal, intermodal freight plan for the eight county region that enhances the mobility of both people and goods while mitigating the negative impacts on mobility, safety, environment and quality of life. The DMATS , RPA 8 and Blackhawk Hills RPC Region is located in the states of Iowa and Illinois and includes Clinton, Delaware, Dubuque and Jackson Counties in Iowa; Carroll, Jo Daviess, Stephenson, and Whiteside counties in Illinois.

Staff will be hiring a consultant to help with the following activities listed below:

- Data Collection/Inventory
- Needs Assessment and Analysis
- Study Recommendations
- Final Report and Documentation

Program Objective:

- Collection of base freight data that will support an on-going regional freight planning function.
- Support the data needs necessary for Blackhawk Hills & ECIA region to move further towards the creation of a multimodal, intermodal freight component to the Regional Model.
- The Regional Model will develop a commodity flow database for existing and future freight flows in an easy to use/accessible format. The model will include key modes, freight corridors, commodities, tonnage, value and O&D at regional, state & national level. The

model will provide characteristics and magnitude of current freight activity - volume, type, location

- Preparation of study reports that inventory, forecast, evaluate, and identify freight needs and challenges facing the Region.
- Development of solutions that address challenges and facilitate efficient freight movement within, to, from, and through the Region.
- Evaluation of the costs and benefits of proposed solutions.
- Prioritization of long, medium, and short-term improvements to improve freight movement.
- Development of a regional consensus on the priority of freight-related programs and projects.
- Inventory regional freight facilities and characteristics.

Program Activities:

- Data Collection/Inventory
- Need Assessment and Analysis
- Study Recommendations
- Final Report and Documentation

Program Budget:

| <b>Funding</b>    |                  |
|-------------------|------------------|
| <b>Source</b>     | <b>Funding</b>   |
| <b>Iowa</b>       |                  |
| DMATS STP (80%)   | \$106,193        |
| RPA 8 STP (80%)   | \$39,735         |
| IADOT (20%)       | \$36,482         |
| Subtotal          | <b>\$182,410</b> |
| <b>Illinois</b>   |                  |
| ILSPR (80%)       | \$103,444        |
| Local (20%)       | \$25,861         |
| Subtotal          | <b>\$129,306</b> |
| <b>Total Cost</b> | <b>\$311,716</b> |

End Results:

- Provide key recommendations for existing and future roadways, rail, river, intermodal, and other freight facilities to be included in the 2045 Update of the DMATS Area Long Range Transportation Plan and the 2040 Region 8 Long Range Transportation Plan in addition to other appropriate regional and local plans.
- Improve overall freight flow within the study area.

**Total DMATS Cost for freight study: \$132,741**

**Total Program Cost for DMATS: \$ 472,759**

## ECIA Cost Allocation Plan

### General

The Cost Allocation Plan of ECIA is the basis of assigning costs equitably to all projects during each fiscal year. Under the plan, the total costs assigned to each project are comprised of both direct and indirect costs. All direct and indirect costs are further identified as to personnel and non-personnel costs. The distinctions of cost allocation are described in the following definitions:

### Definitions

*Direct Personnel Costs* are costs of all personnel activities identifiable to specific projects. Examples of Direct Personnel Costs include personnel time spent on planning activities, administration of housing assistance and Community Development Block Grant Programs. (see Schedule A)

*Direct Non-Personnel Costs* are the costs of non-personnel items or service clearly incurred by specific projects. Direct non-personnel costs include project related items such as contracted services, data processing, project report publishing, reproductions, travel, supplies, reference materials, staff development, long-distance telephone calls, project audit fees, project inspection fees, advertising, postage, memberships, and other costs similarly identifiable to specific projects. (see Schedule B)

*Indirect Personnel Costs* are costs of all personnel activities that are not identifiable to specific projects but support all project activities. Examples of Indirect Personnel Costs include personnel time spent on producing the Unified Work Program, policy meetings, and agency general and fiscal management. (see Schedule C)

*Indirect Non-Personnel Costs* are the costs of all non-personnel items or service that are not directly attributed to specific projects but rather are attributed to overall operation of the agency including all projects. Indirect non-personnel costs include such items as office rent, equipment rental, base telephone and overall agency long-distance calls, postage, advertising, travel, staff development, insurance-bonds, office supplies, reproductions-publications, agency memberships, reference materials, agency audit, and other such costs similarly attributed to total agency and all project support. (see Schedule D)

### Cost Allocation to Projects

Each project that is active during the fiscal year receives an allocation for costs as follows:

- A. Direct personnel costs for the month
- B. Direct non-personnel costs for the month
- C. A share of all indirect costs for the month

The monthly share of indirect costs charged to each project is determined by the ratio of each respective project's direct personnel costs relative to the total direct personnel costs of all projects. Monthly timesheets are maintained by all agency personnel and serve as the basis for such allocations.

Schedule A - Direct Personnel Activities

Schedule B - Direct Non-Personnel Costs

Schedule C - Indirect Personnel Activities

## Schedule D - Indirect Non-Personnel Costs

### Schedule A

#### Direct Personnel Activities

Transportation Planning and Grant Administration  
Transit Planning and Grant Administration  
Regional Development  
Local Comprehensive Planning  
Housing Assistance Programs  
Community Development Block Grant Contract  
Administration  
Community Technical Assistance  
Contracted Services  
Leaves for personnel involved in direct activities

### Schedule B

#### Direct Non-Personnel

Project-related Office Supplies  
Project-related Operating Materials, Books  
Conference and Training Expenses  
Project-related Business Expense  
Project-related Printing and Binding of Publications  
Project-related Insurance and Bonds  
Project-related Professional Memberships  
Project-related Telephone Expense  
Project-related Postage and Shipping  
Project-related Advertising  
Project-related Professional Services  
Project-related Equipment

#### Overall Agency Equipment

### Schedule C

#### Indirect Personnel Activities

Unified Work Program  
Project Notification and Review  
Policy Meetings  
Filing and Library System  
Census Program  
Agency Information Maintenance  
Agency Newsletter  
Agency Fiscal Management  
Agency General Management  
Leaves for personnel involved in indirect activities

### Schedule D

#### Indirect Non-Personnel

Overall Agency Office Supplies  
Overall Agency Operating Materials and Books    Project-related  
Overall Agency Conference and Training Expense  
Overall Agency Business Expense  
Overall Agency Printing and Binding of Publications  
Equipment Rent and Maintenance  
Overall Agency Insurance and Bonds  
Overall Agency Professional Memberships  
Office Utilities  
Base Telephone and Overall Agency Cellular and  
Long-Distance Services  
Overall Agency Postage and Shipping  
Office Rent  
Overall Agency Advertising  
Overall Agency Professional Services

## DMATS Public Participation Program

### Notification of Documents

The following describes the notification process for the materials that shall be made available, the process of documenting the input received, public hearings conducted as part of the development, updates, and amendment processes for the TIP, PTP, LRTP, TPWP and other public documents created by MPO that needs public hearing.

- *Public Notice*  
A public notice announcing a scheduled public hearing shall be published in a newspaper of general circulation in the DMATS area. These notices will be printed 4-20 days before the scheduled meeting.
- *Press Releases*  
Press releases announcing scheduled public hearings shall be provided to community newspapers throughout the DMATS.

### Printed – Graphical Material

Any printed or graphical material that is available shall be provided by either DMATS staff or the appropriate agency upon request.

### Public Comments

Copies of all public comments received prior to the hearing shall be provided by either the DMATS staff at or before the public hearing. A summary, analysis, and report on the disposition of the comments received shall be prepared and made available upon request.

### Accommodation:

**Meetings, public hearings, and DMATS formal events are held in facilities that are accessible by persons with disabilities.** Public notices of ECIA meetings and events include a notice of location for public. Individuals with disabilities will be provided with accommodations to attend the meetings on request with a minimum of a week notice. Individuals requiring special material or presentation formats will be asked to contact the staff at least a week before the meeting.

### Amendments:

TPWP amendment will be necessary when a new work item is added.

An amendment will require the following steps:



- Staff will begin the amendment process by conducting public review at ECIA office. Staff will inform the public of the proposed amendment by sending notices to the organizations on the DMATS Public Participation Process mailing list and by publishing a legal notice in the local newspapers and the ECIA website. These notices will be printed 4-20 days before the scheduled meeting.
- The public hearing will be held during the DMATS Policy Committee meeting. The meeting will be opened for public input during the process.
- The state DOTs will be provided with the updated amendment.

### **Revisions:**

TPWP revisions will be necessary when there are minor changes to project description and dollar amounts.

- Staff will update the DMATS Policy Committee and Technical Advisory Committee on the revised item and notify the state DOTs of the changes.

### **Waiver of approvals from FHWA & IADOT**

#### Waiver of approvals

All work program changes require prior written Federal approval, unless waived by the awarding agency. [2 CFR 200.308](#) outlines different types of revisions for budget and program plans, and this [FHWA memo](#) summarizes revisions that require prior Federal approval, as well as other miscellaneous actions and allowable costs that require prior Federal approval.

Types of TPWP revisions that require Federal approval include, but are not limited to, the following:

- Request for additional Federal funding.
- Transfers of funds between categories, projects, functions, or activities which exceed 10% of the total work program budget when the Federal share of the budget exceeds \$150,000.
- Revision of the scope or objectives of activities.
- Transferring substantive programmatic work to a third party (consultant).
- Capital expenditures, including the purchasing of equipment.
- Transfer of funds allotted for training allowances.

Types of revisions that require Iowa DOT approval include:

- Transfers of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000.

Types of revisions that require DMATS approval include:

- Revisions related to work that does not involve federal funding.

#### Revision and Approval Procedures

- All revision requests from MPOs and RPAs should be submitted electronically to the Iowa DOT Office of Systems Planning. Four hard copies of the revision shall also be sent to Systems Planning, which will be forwarded to the DOT District, FHWA, and FTA for review and any necessary approvals.
- Revision requests shall, at a minimum, include:
- A resolution or meeting minutes showing the revision's approval.

- Budget summary table with changes highlighted/noted.
- Modified section(s) of the plan's work elements with changes highlighted/noted.
- Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **Iowa DOT Office of Systems Planning** is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.
- Revisions where the DMATS is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

## Statement of Continued Validity

### Cost Allocation Plan

The Cost Allocation Plan was approved by IDOT, FHWA, and the MPO in September of 1984.

The Cost Allocation Plan of ECIA is the basis of assigning costs equitably to all projects during each fiscal year. Under the plan, the total costs assigned to each project are comprised of both direct and indirect costs. All direct and indirect costs are further identified as to personnel and non-personnel costs. The distinctions of cost allocation are described in the following definitions.

### **DEFINITIONS:**

**Direct Personnel Costs** are costs of all personnel activities identifiable to specific projects. The primary example of Direct Personnel Costs includes personnel time spent on planning activities.

**Direct Non-Personnel Costs** are the costs of non-personnel items or service clearly incurred by specific projects. Direct non-personnel costs include project related items such as contracted services, data processing, project report publishing, reproductions, travel, supplies, reference materials, staff development, long-distance telephone calls, project audit fees, advertising, postage, memberships, and other costs similarly identifiable to specific projects.

**Indirect Personnel Costs** are costs of all personnel activities that are not identifiable to specific projects but support all project activities. Examples of Indirect Personnel Costs include personnel time spent on producing the Transportation Planning Work Program, policy meetings, and the agency's general and fiscal management.

**Indirect Non-Personnel Costs** are the costs of all non-personnel items or service that are not directly attributed to specific projects but rather are attributed to overall operation of the agency including all projects. Indirect non-personnel costs include such items as office rent, equipment rental, base telephone and overall agency long distance calls, postage, advertising, travel, staff development, insurance-bonds, office supplies, reproductions-publications, agency memberships, reference materials, agency audit, and other such costs similarly attributed to the total agency and all project support.



Kelley Deutmeyer, ECIA Executive Director

05/14/2015

Date

**ECIA**  
**Federal Transit Administration Civil Rights Assurance**

The East Central Intergovernmental Association HEREBY CERTIFIES THAT, as a condition of receiving Federal financial assistance under the Urban Mass Transportation Act of 1964, as amended, it will ensure that:

1. No person, on the basis of race, color, or national origin will be subjected to discrimination in the level and quality of transportation services and transit-related benefits.
2. The East Central Intergovernmental Association will compile, maintain, and submit, in a timely manner, Title VI information required by FTA Circular 4702.1 and in compliance with the Department of Transportation's Title VI regulation, 49 CFR Part 21.9.
3. The East Central Intergovernmental Association will make it known to the public that those person or persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

The person or persons whose signature appears below are authorized to sign this assurance on behalf of the applicant or recipient.



\_\_\_\_\_  
Kelley Deutmeyer, ECIA Executive Director

05/14/2015

Date

## ECIA Section 504 Assurance Certification

Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 (U.S.C. 794), the East Central Intergovernmental Association, desiring to avail itself of Federal financial assistance from the United States Department of Transportation, hereby gives assurance that no qualified disabled person shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination, including discrimination in employment, under any program or activity that receives or benefits from Federal assistance provided by the U.S. Department of Transportation.

The applicant/recipient further assures that its programs will be conducted and its facilities operated in compliance with all requirements imposed by or pursuant to 49 CFR Part 27.

East Central Intergovernmental Association



\_\_\_\_\_  
Kelley Deutmeyer, ECIA Executive Director

05/14/2015

Date

## ECIA Certificate of Indirect Cost Proposal/Indirect Costs

This is to certify that I have reviewed the indirect cost proposal submitted herewith and to the best of my knowledge and belief:

- (1) All costs included in this proposal **May 8, 2015** to establish a:
  - a. Cost Allocation Plan
  - b. Indirect Cost Ratefor **July 1, 2015 – June 30, 2016** are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E—Cost Principles of Part 200 as they apply to my:
  - c. Governmental Organization
  - d. Non-Profit Organization
- (2) This proposal does not include any costs which are unallowable under Subpart E—Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and
- (3) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

Subject to the provisions of the Program Fraud Civil Remedies Act of 1986, (31 USC 3801 et seq.), and the Department of Labor's implementing regulations, (29 CFR Part 22), the False Claims Act (18 USC 287 and 31 USC 3729); and the False Statement Act (18 USC 1001), I declare to the best of my knowledge that the foregoing is true and correct.



\_\_\_\_\_  
(Signature)

Lisa Weinhold

\_\_\_\_\_  
(Please Print Name)

Director of Finance and HR

\_\_\_\_\_  
(Title)

ECIA

\_\_\_\_\_  
(Name of Organization)

05/05/2015

\_\_\_\_\_  
(Date Signed)

(Signed by the official having the authority to negotiate indirect cost rates for the organization or by a higher level official.)

**ECIA Self-Certification of  
Procurement and Consultant Selection Procedures**

This is to certify that I have reviewed the [Iowa DOT Purchasing Rules](#) (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.



\_\_\_\_\_  
(Signature)

Kelley Deutmeyer  
\_\_\_\_\_  
(Please Print Name)

Executive Director  
\_\_\_\_\_  
(Title)

ECIA  
\_\_\_\_\_  
(Name of Organization)

05/14/2015  
\_\_\_\_\_  
(Date Signed)

(Signed by the official having the authority to initiate procurements or consultant selection for the organization or by a higher level official.)