

MARCH 8, 2018

MPO Policy Approved

March 14, 2019

March 27, 2019
ammended edition



EVANSVILLE MPO FY 2019 & FY 2020 UNIFIED PLANNING WORK PROGRAM

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION

1 NW Martin Luther King Jr. Blvd. Room 316

Evansville, IN 47708

Phone: 812.436.7833

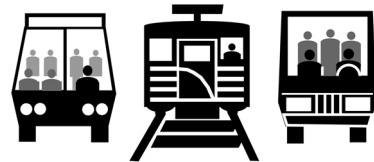
www.evansvillempo.com

ACKNOWLEDGEMENT & DISCLAIMER

The preparation of this report has been financed in part through grant(s) from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.



Federal Highway
Administration



Federal Transit
Administration



U.S. Department
of Transportation

Federal Transit Administration
Region V
200 West Adams St., Suite 320
Chicago, IL 60606-5253

Federal Highway Administration
Indiana Division
575 N. Pennsylvania St., Rm 254
Indianapolis, IN 46204-1576

April 13, 2018

Roy Nunnally, Director
Asset Management Division
Indiana Department of Transportation
100 N Senate Ave. N955
Indianapolis, IN 46204

Dear Mr. Nunnally:

The purpose of this letter is to respond to INDOT's April 9, 2018 request for FHWA approval of the Evansville Metropolitan Planning Organization (EMPO) FY 2019-2020 Unified Planning Work Program (UPWP). Our office has, in cooperation with INDOT, reviewed the Indiana portion of the document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA & FTA authorization of the associated Federal-aid funds. Please work with INDOT administrative staff to assure the associated funds are authorized prior to the beginning of State FY 2019 (July 1, 2018).

Should you have any questions regarding this eligibility finding, please contact Antonio Johnson of FHWA at (317) 226-7481 or Susan Weber of FTA at (312) 353-3888.

Sincerely,

Kelley Brookins
Acting Regional Administrator
FTA Region V

Sincerely,

Ma Yela Sosa
Division Administrator
FHWA Indiana Division

ecc: Seyed Shokouhzadeh, EMPO
Emmanuel Nsonwu, INDOT



U.S. Department
of Transportation

Federal Transit Administration
Region V
200 West Adams St., Suite 320
Chicago, IL 60606-5253

Federal Highway Administration
Indiana Division
575 N. Pennsylvania St., Rm 254
Indianapolis, IN 46204-1576

April 5, 2019

Roy Nunnally, Director
Asset Management Division
Indiana Department of Transportation
100 N Senate Ave. N955
Indianapolis, IN 46204

Dear Mr. Nunnally:

The purpose of this letter is to respond to INDOT's March 28, 2019 request for FHWA approval of an update to the Evansville Metropolitan Planning Organization (EMPO) FY 2019-2020 Unified Planning Work Program (UPWP). Our office has, in cooperation with INDOT, reviewed the document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA & FTA authorization of the associated Federal-aid funds. Please work with INDOT administrative staff to assure the associated funds are authorized prior to the beginning of State FY 2019 (July 1, 2019).

Should you have any questions regarding this eligibility finding, please contact Robert Dirks of FHWA at (317) 226-7492 or Jay Ciavarella of FTA at (312) 353-1653.

Sincerely,

Kelley Brookins
Regional Administrator
FTA Region V

Sincerely,

for:
Mayela Sosa
Division Administrator
FHWA Indiana Division

Digitally signed by Robert E.
Dirks
Date: 2019.04.05 16:12:36
-04'00'

ecc: Seyed Shokouhzadeh, EMPO
Emmanuel Nsonwu, INDOT
Kris Green, FTA
Jason Ciavarella, FTA
Bernadette Dupont, FHWA-KY

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RESOLUTION APPROVING AN AMENDMENT TO
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
RESOLUTION 2018-UPWP-1

WHEREAS, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

WHEREAS, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

WHEREAS, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

WHEREAS, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

WHEREAS, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

WHEREAS, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

WHEREAS, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2019 & FY 2020 Unified Planning Work Program; and

WHEREAS, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

BE IT THEREFORE RESOLVED, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 8th, 2018 endorses and approves the FY 2019 & FY 2020 Unified Planning Work Program.



Jack Corn, Jr., Chairman
Evansville Metropolitan Planning Organization

Policy Committee



Date

RESOLUTION APPROVING AN AMENDMENT TO
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
RESOLUTION 2019-UPWP-1

WHEREAS, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

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WHEREAS, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

WHEREAS, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2019 & FY 2020 Unified Planning Work Program; and

WHEREAS, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

ADDED FUNDING SOURCES TO FY 2020:

IN/PL 5303: Federal \$440,625; Local \$110,157; Total \$550,782

IN HSIP 100%: Federal \$100,000; Local \$0; Total \$100,000

IN STBG: Federal \$54,000; Local \$13,500; Total \$67,500

IN STBG (Remix): Federal \$19,240; Local \$4,800; Total \$24,050

SPR: Federal \$53,337; State \$6,539; Local \$6,795; Total \$66,671

IN SPR NSO Traffic Count: Federal \$20,608; State \$5,152; Total \$25,760

IN SPR SO Traffic Count: Federal \$20,000; State \$5,000; Total \$25,000

KY FTA 5303: Federal \$10,000; Local \$2,500; Total \$12,500

KY FTA 5307: Federal \$10,000; Local \$2,500; Total \$12,500

IN FTA 5307: Federal \$10,000; Local \$2,500; Total \$12,500

FTA Section 5310: Federal \$22,387; Local \$0; Total \$22,387

KY PL Funds: Federal \$62,400; State \$3,900; Local \$11,700; Total \$78,000

BE IT THEREFORE RESOLVED, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 14th, 2019 endorses and approves the FY 2019 & FY 2020 Unified Planning Work Program.


Jack Corn, Jr., Chairman
Evansville Metropolitan Planning Organization Policy Committee

ACKNOWLEDGEMENTS

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE

Mr. Jack Corn, Jr.	Chairperson, Evansville City Council Appointment
Mr. Rusty Fowler	Vice-Chairperson, Indiana Department of Transportation
Mr. Lloyd Winnecke	Mayor, City of Evansville (TR)
Ms. Christy Powell	Newburgh Town Manager
Mr. William “Buzzy” Newman	Henderson City Manager
Mr. Jeff Hatfield	Vanderburgh County Commissioner
Dr. H. Dan Adams	Evansville City Council
Ms. Angela Koehler Lindsey	Vanderburgh County Council
Mr. Dan Saylor	Warrick County Commission
Mr. William Hubiak	Henderson County Appointment
Ms. Deneatra Henderson	Kentucky Transportation Cabinet
Mr. Michael Lockard	Vanderburgh County Commission Appointment
Mr. Todd M. Robertson	City of Evansville Mayoral Appointment (TR)
Mr. Joe McGuinness	Indiana Department of Transportation (NV)
Ms. Mayela Sosa	Indiana Federal Highway Administration (NV)
Mr. Robert Dirks	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Marisol Simon	Federal Transit Administration Region V (NV)
Ms. Krishina Green	Federal Transit Administration Region V (Proxy-NV)
Mr. Thomas Nelson, Jr	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (Proxy-NV)
Mr. Greg Thomas	Kentucky Transportation Cabinet (NV)
Ms. Amanda Spencer	Kentucky Transportation Cabinet (Proxy-NV)
Ms. Melissa Duff	Kentucky Division of Air Quality (NV)

(NV) = Non-voting

(TR) = Transit representative

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION STAFF

Mr. Seyed Shokouhzadeh	Executive Director
Ms. Pamela Drach	Deputy Director, Chief Transportation Planner
Ms. Kari Akin	Finance Officer
Mr. Amir Varshochi	Transportation Planner: Environmental/Rural
Ms. Laura Lamb	Transportation Engineer: GIS/Freight/Land Use
Ms. Erin Schriefer	Senior Transportation Planner: Non-motorized/Public Outreach
Mr. Xinbo Mi	Transportation Engineer: Travel Demand Modeling/GIS
Mr. Matt Schriefer	Transportation Planner: Public Transportation (Transit)
Mr. Lorenzo Marsh	Transportation Technician

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION TECHNICAL COMMITTEE

Mr. Greg Wathen..... Chairperson, Economic Development Coalition of Southwest Indiana
Mr. John Stoll Vice-Chairperson, Vanderburgh County Engineer

The following organizations are represented on the Technical Committee:

- | | |
|--|---|
| American Engineers, Inc. | Assistant Henderson City Manager |
| American Medical Response | Henderson County Engineer |
| Carver Community Organization | Henderson County Riverport |
| Commonwealth Engineering, Inc. | Henderson-Henderson County Chamber of Commerce |
| CSX Transportation | Henderson-Henderson County Plan Commission |
| Easter Seals Rehabilitation Center | Henderson Judge Executive |
| Economic Development Coalition of Southwest Indiana | Indiana Department of Environmental Management (Indianapolis) |
| EnviroKinetics, Inc. | Indiana Department of Transportation (Indianapolis) |
| Evansville ARC | Indiana Department of Transportation (Vincennes) |
| Evansville Bicycle Club | Indiana Southern Railroad |
| Evansville Board of Public Safety | Kentucky Transportation Cabinet (Frankfort) |
| Evansville Chamber of Commerce | Kentucky Transportation Cabinet (Madisonville) |
| Evansville City Engineer | Lochmueller Group |
| Evansville Department of Metropolitan Development | Metropolitan Evansville Transit System |
| Evansville Department of Transportation and Services | Port of Indiana- Mount Vernon |
| Evansville Department of Urban Forestry | Posey County Chamber |
| Evansville Environmental Protection Agency | River City Taxi |
| Evansville Parks and Recreation Department | St. Mary’s Trauma Hospital |
| Evansville Police Department | SIRS Inc. |
| Evansville Regional Airport | University of Evansville |
| Evansville Water and Sewer Department | Vanderburgh County Emergency Management Agency |
| Evansville-Vanderburgh Area Plan Commission Federal Highway Administration (Indiana) | Vanderburgh County Engineer |
| Federal Highway Administration (Kentucky) | Warrick County Economic Development |
| Federal Transit Administration (Region V) | Warrick County Plan Commission |
| Green River Area Development District | Warrick County School Corporation |
| Henderson Area Rapid Transit | Westside Improvement Association |
| Henderson City Engineer | |

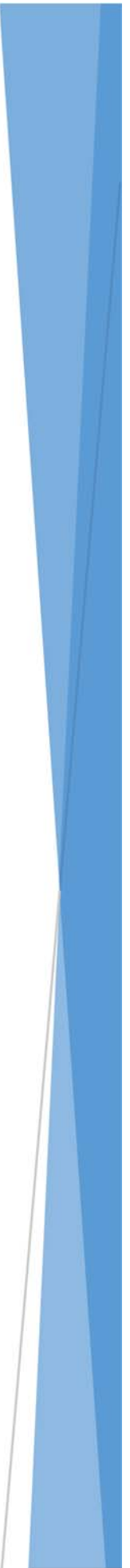
INTRODUCTION

UNIFIED PLANNING WORK PROGRAM

PLANNING FACTORS

LIVABILITY PRINCIPLES

PLANNING EMPHASIS AREAS (PEAs)



INTRODUCTION:

WHAT IS A UNIFIED PLANNING WORK PROGRAM (UPWP)?

23 CFR 420.111 Funding for transportation planning and unified planning work programs.

Proposed use of FHWA planning and research funds must be documented by the State DOTs and sub-recipients in a work program, or other document that describes the work to be accomplished, that is acceptable to the FHWA Division Administrator. Statewide, metropolitan, other transportation planning activities, and transportation RD&T activities may be documented in separate programs, paired in various combinations, or brought together as a single work program. The expenditure of PL funds for transportation planning outside of metropolitan planning areas under §420.109(d) may be included in the work program for statewide transportation planning activities or in a separate work program submitted by the State DOT.

(b)(1) A work program(s) for transportation planning activities must include a description of work to be accomplished and cost estimates by activity or task. In addition, each work program must include a summary that shows:

- (i) Federal share by type of fund;
- (ii) Matching rate by type of fund;
- (iii) State and/or local matching share; and
- (iv) Other State or local funds.

(2) Additional information on metropolitan planning area work programs is contained in 23 CFR part 450. Additional information on RD&T work program content and format is contained in subpart B of this part.

(c) In areas not designated as TMAs, a simplified statement of work that describes who will perform the work and the work that will be accomplished using Federal funds may be used in lieu of a work program. If a simplified statement of work is used, it may be submitted separately or as part of the Statewide planning work program.

(d) The State DOTs that use separate Federal-aid projects in accordance with paragraph (a) of this section must submit an overall summary that identifies the amounts and sources of FHWA planning and research funds available, matching funds, and the amounts budgeted for each activity (e.g., statewide planning, RD&T, each metropolitan area, contributions to NCHRP and transportation pooled fund studies, etc.).

(e) The State DOTs and MPOs also are encouraged to include cost estimates for transportation planning, research, development, and technology transfer related activities funded with other Federal or State and/or local funds; particularly for producing the FHWA-required data specified in paragraph (b) of §420.105, for planning for other transportation modes, and for air quality planning activities in areas designated as non-attainment for transportation-related pollutants in their work programs. The MPOs in TMAs must include such information in their work programs. (The information collection requirements in §§420.111 have been approved by the OMB and assigned control numbers 2125-0039 for States and 2132-0529 for MPOs.)

WHAT ARE THE PLANNING FACTORS?

23 CFR 450.306 (a) (1-10) Scope of the metropolitan transportation planning process.

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- (10) Enhance travel and tourism.

WHAT ARE THE LIVABILITY PRINCIPLES?

1. **Provide more transportation choices** to decrease household transportation costs, reduce our dependence on oil, improve air quality and promote public health.
2. **Expand location and energy efficient housing choices** for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation.
3. **Improve economic competitiveness of neighborhoods** by giving people reliable access to employment centers, educational opportunities, services and other basic needs.
4. **Target federal funding toward existing communities** through transit-oriented and land recycling to revitalize communities, reduce public works costs, and safeguard rural landscapes.
5. **Align federal policies and funding** to remove barriers to collaboration, leverage funding and increase the effectiveness of programs to plan for future growth.
6. **Enhance the unique characteristics of all communities** by investing in healthy, safe and walkable neighborhoods, whether rural, urban or suburban.

WHAT ARE THE PLANNING EMPHASIS AREAS (PEAS)?

Annually, the Indiana and Kentucky Division Offices of Federal Highway Administration (FHWA) issue the planning emphasis areas to be addressed in the future work programs of metropolitan planning organizations, the Indiana Department of Transportation (INDOT) and the Kentucky Transportation Cabinet (KYTC). The purpose of the PEAs is to focus the efforts on implementing the programs of the Fixing America's Surface Transportation Act (FAST Act) and the Title VI program.

The IN FY 2019 PEAs:

1. **National Performance Management Measurers** – All of the National Performance Measures for key areas such as safety, infrastructure conditions, congestion, system reliability, emissions, freight movement, as well as public transit safety and state-of-good repair have been issued. As referenced above, the INDOT and the MPOs must work cooperatively together to set performance measures and targets. We commend INDOT and the MPOs for establishing a committee to set safety targets and recommend this format be continued for the other performance areas.
2. **Statewide and Nonmetropolitan Transportation Planning:** Metropolitan Transportation Regulations: INDOT and the MPOs need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data, selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking the progress toward attainment of critical outcomes for the regions of the MPOs, and the collection of data for the state asset management plan for the National Highway System, (see 23 CFR 450.314(h)). Written provisions are due on or after May 20, 2019 for pavement and bridge performance measures (PM-2 rule) and system performance measures (PM-3 rule).
3. **Participation Plan:** The MPOs' participation plans need to include coordination with public ports and providers of transportation, (see 23 CFR 450.316 (a)). INDOT needs to update its public participation plan and update its documented process with nonmetropolitan local officials reflecting a higher level of participation (see 23 CFR 250.210(b)) to be FAST Act compliant.
4. **Title VI Program Management-** We continue our emphasis on the Title VI Program Management. When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) complies with their Title VI nondiscrimination requirements. MPOs should survey local governments and determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO's nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.
5. **Transit Asset Management Plans-** (TAM)s are due October 1, 2018 and Coordinated Human Service Public Transportation Plans are to be up to date per planning regulations.

FY 2019 & FY 2020 PEAs Kentucky:

1. **Update Planning MOAs to address FAST Act requirements**
 - a. **Cooperative Agreements:** The MPO, State(s), and the providers of public transportation SHALL jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to:
 - a. Transportation performance data
 - ii. The selection of performance targets
 - iii. The reporting of performance targets
 - iv. The reporting of performance to be used in tracking progress toward attainment of critical outcomes for the regions of the MPO's
 - v. Collection of data for the State Asset Management Plan
2. **ADA Transition Plans:** Assist LPAs in developing Section 504 ADA Transition Plans.
3. **Multi Modal Plans:** Development of Multi Modal plans if not underway
4. **State Asset Management Plans:** Assist the State as needed in the development of the State Asset Management Plan.

FY 2020 PEAs Indiana:

1. **Continuation of implementing the performance measures:** as required by the Fixing America's Surface Transportation (FAST) Act, development of a transit bus stop inventory in support of the statewide Americans with Disabilities Act (ADA) program, and the development of a Mobility Management Network.
2. **Statewide Coordination:** The Indiana Department of Transportation (INDOT) and the Metropolitan Planning Organizations (MPOs) need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data per 23 CFR 450.314(h) of the May 27, 2016 *Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation*.
3. **Remove Barriers (ADA):** In a continued effort to identify and remove access barriers to transportation services across Indiana, MPOs should collect inventories of bus stops from any transit provider within their areas. The inventories should include a physical description as well as identification of any components that do not meet current accessibility standards. Once collected, the information should be shared with INDOT, where the data will be included in the statewide ADA Transition Plan. A strategy to report barrier removal and transit stop improvements should be devised by INDOT with a goal to demonstrate improved access.
4. **Mobility Management Network:** To facilitate communities in adopting transportation strategies and mobility options that empower people to live independently and advance health, economic vitality and self-sufficiency, we encourage the development of a Mobility Management Network. We encourage INDOT to work with other Indiana State Agencies to identify service capacity and gaps, explore how diverse state agencies can contribute to a mobility management effort, and to think about the next steps for sustained activity within the mobility management network and beyond.

WORK ELEMENTS

100 ADMINISTRATION & PUBLIC PARTICIPATION

200 DATA COLLECTION & ANALYSIS

300 SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

400 LONG RANGE PLANNING

500 TRANSIT & ACTIVE TRANSPORTATION

600 OTHER PLANNING INITIATIVES/
SPECIAL

TASK 100 ADMINISTRATION / PUBLIC PARTICIPATION

PURPOSE

Administer a continuous, cooperative, and comprehensive metropolitan planning program to ensure that state and local partners maintain eligibility for the use of federal transportation funds to improve area roadways and transit systems. Keep MPO members and partners informed on regional trends and issues and the transportation planning process; engage stakeholders and the public in the development of regional policies; provide opportunities for meaningful input on proposed plans and programs; comply with guidelines of the adopted Public Participation Plan; continue to seek new methods of outreach.

RECENT ACCOMPLISHMENTS

- Administered planning activities adopted in the FY 2017 & FY 2018 UPWP.
- Developed FY 2019 & FY 2020 UPWP.
- Created a new MPO website and a conference website to provide a user-friendly experience for all users.
- Training and Webinars to promote professional growth for MPO staff.
- Evansville MPO Employee Handbook and Policy amendments.
- Compliance Reviews.
- General conference attendance to keep MPO staff informed of new regulations pertinent to their occupation and networking opportunities to brainstorm with other planners throughout the state in the same occupation.
- Creation of Limited English Proficiency (LEP) Plans and Spanish translated documents.
- Title VI Programs for Henderson Area Rapid Transit (HART), Metropolitan Evansville Transit System (METS), and EMPO.
- Updated 2016 Public Participation Plan.

FY 2019 & FY 2020 ACTIVITIES

- Live streaming and record Policy Meetings.
- Monitor laws and ordinances including the FAST Act.
- MPO Council and working groups.
- Social media, website updates, public notices, media coverage, and news releases to allow the general public to be “in the know”. Staff will also answer inquiries electronically, through social media, or in person.
- Work with regional, Federal, and State partners to coordinate transportation planning efforts across IN-KY area including transit agencies and adjacent rural planning organizations.
- Ensure that all interested parties are treated equally including but not limited to the elderly, disabled, low income, and minority populations.
- Provide documents in requested languages.
- Create Title VI programs and update the LEP plan as needed. Determine Environmental Justice and Title VI funding spent in these areas. Ensure that LPAs comply with nondiscrimination requirements and monitor implementation of their Title VI program.

FY 2019 & FY 2020 ACTIVITIES CONTINUED

- Administer monthly technical and policy meetings including preparing agendas, minutes, materials, and publicizing the information to citizens.
- Update the Public Participation Plan as necessary and follow the procedures when notifying the public. Evaluate the effectiveness of the plan for engaging disadvantaged communities in the decision-making process.
- Periodic review of the Public Participation Plan for effectiveness according to 23 CFR 450.216(a)(1)(x).
- Continue to monitor LPA's Americans with Disabilities Act Transition Plans and other ADA compliance requirements. Concentrations around transit facilities, schools, disadvantaged populations, social services, and medical areas will be of concern.
- Host the annual Indiana MPO 2018 conference.
- Monitor best practices for transportation planning by attending workshops and conferences and by participating in industry associations such as Transportation for America, National Academies of Science Transportation Research Board, National Association of Regional Councils, TransCAD, Institute of Transportation Engineers, McTrans – University of Florida Transportation Institute among others.
- Inform the public about federal-aid improvement projects for the area through a monthly project update report at public meetings and through electronic means.
- Cooperatively work with the State DOTs to establish the administrative and technical procedures required to meet federal planning requirements; prepare and review contractual agreements as necessary; participate in MPO meetings; distribute special and annual reports and study documents; review and analyze individual transportation planning projects and studies; and undertake general administrative activities in support of the metropolitan planning program.
- Prepare updates to the FY 2019 & FY 2020 UPWP and amend FY 2020 funding.
- Annual audit performed by the State Board of Accounts to certify that the proper financial procedures are being considered.
- Administer planning grants by submitting reimbursements and tracking funding grants.
- Complete and approve the annual budget and annual performance and expenditures completion report.
- Prepare updates to the Memorandum of Agreement between the MPO, States, and transit agencies.
- Continue to amend the Evansville MPO Employee Handbook policies as needed.
- Monitor and survey local government's Title VI programs.
- Provide technical support to local governments for development and implementation of their Title VI plans.
- Develop annual Title VI Goals and Accomplishments Report and add to the appendix of the Title VI Implementation Plan.
- Assist LPAs in developing Section 504 ADA Transition Plans.
- Work with the state in the development of a Mobility Management Network
- Update the Planning MOA to address FAST Act requirements especially in the sharing, selection, reporting, and data collection of performance targets.
- Prepare the FY 2021 & FY 2022 Unified Planning Work Program
- Prepare and submit Federal and State required reports such as the 941, UC-1, W-2s, 1099-MISC, Annual Report, etc.

FINAL PRODUCTS

- FY 2018 Annual Performance and Expenditures Completion Report
- FY 2019 Annual Performance and Expenditures Completion Report
- FY 2018 Annual Audit and CFDA letters to the appropriate agencies
- FY 2019 Annual Audit and CFDA letters
- Quarterly invoice and progress reports
- Public Participation Plan updates
- FY 2020 & FY 2021 Unified Planning Work Program amendments (April 2019)
- FY 2020 budget
- FY 2021 budget
- FY 2020 Cost Allocation Plan
- FY 2021 Cost Allocation Plan
- FY 2020 contracts and applications
- FY 2021 contract review and applications
- Quarter/year-end forms: W-2's, 1096, 1099-Misc, Wh-3, W-3, Form 100-R and Annual Report
- Monthly Project Update reports
- Streamed Meetings
- Minutes, agenda, and supporting documentation
- Public notices, media coverage, news releases
- Web-based information systems: Facebook, website, etc.
- EJ/Title VI funding and project list in TIP and MTP.
- Title VI documents
- Limited English Proficiency Plan updates
- Agendas, venue contracts, etc. associated with hosting the 2018 MPO Conference
- Trainings, webinars, conferences including the Indiana MPO Conference
- ADA Transition Plan status report
- Biannual Evansville MPO Express Newsletter

Task 100 Budget Summary

FY 2019	1-Jul-18	through	30-Jun-19			
State	PL	PL Disc.	State Match	Local Match	Total	
IN	\$ 129,000	\$ 16,000	\$ -	\$ 36,250	\$ 181,250	
KY	\$ 14,400		\$ 900	\$ 2,700	\$ 18,000	
TOTAL	\$ 143,400		\$ 900	\$ 38,950	\$ 199,250	

man hours 2,265 (Disc. Funds will be paid directly to the vendor for the conf)

FY 2020	1-Jul-19	through	30-Jun-20			
State	PL	PL Disc.	State Match	Local Match	Total	
IN	\$ 140,000		\$ -	\$ 35,000	\$ 175,000	
KY	\$ 14,400		\$ 900	\$ 2,700	\$ 18,000	
TOTAL	\$ 154,400		\$ 900	\$ 37,700	\$ 193,000	

man hours 2,377

Responsibility : The Evansville MPO Staff

TASK 200 DATA COLLECTION & ANALYSIS

PURPOSE

Maintain and analyze data to support transportation planning and facility/system design; develop planning models to forecast future population and employment growth, land development, traffic volumes, transit ridership, and to identify potential impacts of growth and/ or policy proposals on public health and the environment

RECENT ACCOMPLISHMENTS

- Replaced Hi-Star traffic counters with more reliable tube counters.
 - Collection of traffic count data and turning movement data for local and state governments and LPA's to help assist in making informed transportation decisions.
 - Created GIS map layers to provide a visual and user friendly way to provide data to users. Many of these layers are available on the newly designed website.
 - Added a Land Use Model HELPViz to assist in planning decision making.
 - Regional Pavement Management Process software and data collection
-

FY 2019 & FY 2020 ACTIVITIES

- Continue to collect data and build models to evaluate the potential effects of changes in regional growth and/ or the transportation system on the environment.
- Host regularly scheduled user groups for the regional pavement management system.
- Continue to compile and analyze data to monitor regional congestion in accordance with federal planning requirements for a congestion management process.
- Continue to compile and analyze data to monitor roadway safety.
- Continue to collect vehicle classification data for use in developing axle correction factors.
- Continue to create GIS traffic count layers and maps.
- Continue to conduct capacity analysis for signalized intersections on HPMS sections.
- Continue to make improvements and utilize the Travel Demand Model and integrated Land Use model.
- Monitor and update the Urbanized Area Boundaries as necessary and continue to monitor US Census data through the Census Transportation Planning Products.
- Monitor and communicate changes in housing and employment to KYTC and INDOT through the modal.
- Continue to monitor and update the functional classification maps as necessary in coordination with INDOT and KYTC.
- Coordinate the Highway Safety Improvement Program (HSIP) by collecting, analyzing, and mapping crash data points. Crash data layers will be available for Warrick and Vanderburgh counties as they become available.
- Continue to use the MicoPAVER and PASER pavement management software to assist LPAs in selecting projects in their areas. Including expansion into Henderson County.
- Access the National Performance Management Research Data Sets to analyze data with travel time segments and coordinate with the Modal Branch.
- Create and perform a City of Evansville detailed intersection crash analysis report.

INDOT State-owned TRAFFIC COUNT PROGRAM: Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule and upload them into the state’s MS2 program.

INDOT Non-State-owned TRAFFIC COUNT PROGRAM: Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule and upload them into the state’s MS2 program.

RURAL PLANNING – POSEY & GIBSON COUNTIES: Continue to collect traffic data for INDOT in Gibson and Posey counties.

- Assist the local governments in Posey and Gibson counties on grant initiatives and planning support such as Stellar Communities, Regional Cities, and Section 5311 initiatives.
- Assist the local government in creation of their transportation plans.
- Provide technical assistance to INDOT in these rural counties.
- Provide Pavement management through MicroPaver to the State.
- Provide crash analysis data for the rural counties. 3-year base

FINAL PRODUCTS

- Data files (traffic counts, GPS locations, turning movements)
- GIS Layers
- Traffic Volume Maps
- Local Transportation Plans (if applicable)
- Congestion Management Process Updates
- Grant Applications (rural/traffic counts)
- Quarterly meeting project update forms
- Premium Rural Countywide traffic counts including RR crossings and GPS locations
- Interactive traffic volume map and counts download available to the public on the website

Task 200 Budget Summary

FY 2019		1-Jul-18 through		30-Jun-19					
State	PL	HSIP (100%)	SPR PL	SPR Pav	SPR S TC	SPR T.C.	State Match	Local Match	Total
IN	\$ 44,369	\$ 100,000	\$ 37,362	\$ 152,000	\$ 40,000	\$ 8,000	\$ 13,925	\$ 56,508	\$ 452,164
KY	\$ 4,800						\$ 300	\$ 900	\$ 6,000
TOTAL	\$ 49,169	\$ 100,000	\$ 37,362	\$ 152,000	\$ 40,000	\$ 8,000	\$ 14,225	\$ 57,408	\$ 458,164

man hours 3,388 SPR Pav - the entire 190,000 will be paid directly to the consultant.

FY 2020		1-Jul-19 through		30-Jun-20					
State	PL	HSIP (100%)	SPR	SPR Pav	SPR S TC	SPR T.C.	State Match	Local Match	Total
IN	\$ 29,000	\$ 100,000	\$ 53,337		\$ 20,000	\$ 20,608	\$ 16,691	\$ 14,045	\$ 253,681
KY	\$ 4,800						\$ 300	\$ 900	\$ 6,000
TOTAL	\$ 33,800	\$ 100,000	\$ 53,337	\$ -	\$ 20,000	\$ 20,608	\$ 16,991	\$ 14,945	\$ 259,681

man hours 3199

Responsibility : The Evansville MPO Staff

TASK 300 SHORT RANGE PLANNING / MANAGEMENT SYSTEMS

PURPOSE

Maintain a regional program that prioritizes and schedules transportation projects consistent with adopted short-range plans of the state and region. Administer competitive grant programs as scheduled.

RECENT ACCOMPLISHMENTS

- Processed TIP amendments and modifications and resolutions.
 - Submitted the obligated projects list.
 - FY 2018-2021 TIP.
 - Surface Transportation Block Grant Program (STBGP) Henderson & Indiana applications.
 - Quarterly Project Tracking meetings and forms.
 - Planning & Environmental Linkages (PEL) including Red Flag Investigations, storm water management, and green infrastructure.
 - Responses for traffic impact studies, re-zonings, and subdivisions.
-

FY 2019 & FY 2020 ACTIVITIES

- Process TIP amendments, modifications, and resolutions.
- Complete a FY 2020-2023 Transportation Improvement Program.
- Continue to meet quarterly with LPAs on Federal Aid projects to track their progress with a focus on time, budget, and project delivery.
- Continue to administer a Call for Projects for Federal funding related projects.
- Coordinate project solicitation for projects that will continue to improve air quality. Monitor the projects.
- Continue to monitor and plan for freight related travel.
- Identify Urban Freight Corridors and Critical Rural Freight Corridors in the state portion of the National Highway Freight Network and consult with state freight staff.
- Continue to provide technical assistance for competitive grant opportunities that exist.
- Continue to assist Vanderburgh County, the City of Evansville, Warrick County, the Town of Newburgh, the City of Henderson and Henderson County in specialized short-range transportation requests reasonably requested within time and budget restraints. Address change orders and the process.
- Continue to coordinate, review, and monitor the KYTC Unscheduled Projects/ Needs list and prioritization.
- Continue to assist KYTC with Strategic Highway Investment Formula for Tomorrow (SHIFT) prioritization process for unfunded projects to receive state funds.
- Continue to coordinate with KYTC in identifying and updating projects in the continuous Highway Analysis Framework (CHAF).
- Continue to monitor and track the INDOT Program of Projects.
- Continue to coordinate the Annual Listing of Obligated Projects.
- Continue to conduct Red Flag Investigations (RFI) as part of the TIP development process.
- Continue to coordinate resilience and reliability with KYTC on evaluations of damage-prone areas.

- Continue to evaluate rezoning petitions, site development plans, subdivisions, right of way vacations, Traffic Impact Studies (TIS), and specific transportation facility requests as well as access, parking, signal, safety, signing, and design considerations.
- Continue to monitor ITS Architecture projects and update as necessary.
- Continue to monitor programming in the Five-Year financial plan to utilize prior year balances.
- Establish a Henderson Project Coordination Team (PCT) to meet with State and Local stakeholders and track Federal aid projects in Henderson, KY.
- Process federal aid applications awarded from the call for projects through the Surface Transportation Block Grant Program – Transportation Alternatives Set-Aside including but not limited to SHN, STP, CMAQ, Transportation alternatives.
- Update to the Prioritization Process for Call for Projects
- Continue to incorporate performance-based planning requirements and explore ways to evaluate how the TIP’s investment priorities will help achieve targets established in the MTP
- Identify and list in the TIP which projects support the targets listed in the MTP

FINAL PRODUCTS

- TIP amendments, modifications, and resolutions
- Self-Certification Statements (included in new TIP)
- FY 2020-2023 Transportation Improvement Program (TIP)
- Traffic Impact Studies, right of way vacations, rezoning petitions, site review petitions, and subdivision review
- Recommendations on Federal Aid Projects
- (STBG) Project Applications
- Planning and Environmental Linkages efforts including Red Flag Investigations, storm water management, and green infrastructure
- Obligated Projects List
- Quarterly Project Tracking meetings and forms
- ITS Architecture Updates
- Regional Pavement Management System updates to assist in the local five-year planning
- Henderson Project Coordination Team meetings
- Project Identification Forms (KY)
- Freight Database, Freight Volume Map, and Freight GIS layer

Task 300 Budget Summary

FY 2019		1-Jul-18 through		30-Jun-19	
State	PL	STBG	State Match	Local Match	Total
IN	\$ 132,865	\$ 30,000	\$ -	\$ 40,717	\$ 203,582
KY	\$ 22,400	\$ -	\$ 1,400	\$ 4,200	\$ 28,000
TOTAL	\$ 155,265	\$ 30,000	\$ 1,400	\$ 44,917	\$ 231,582

man hours 2,926

FY 2020		1-Jul-19 through		30-Jun-20	
State	PL	STPG	State Match	Local Match	Total
IN	\$ 132,625	\$ 30,000		\$ 40,657	\$ 203,282
KY	\$ 22,400		\$ 1,400	\$ 4,200	\$ 28,000
TOTAL	\$ 155,025	\$ 30,000	\$ 1,400	\$ 44,857	\$ 231,282

man hours 2,849

Responsibility : The Evansville MPO Staff

TASK 400 LONG RANGE PLANNING

PURPOSE

Maintain a long range plan for the region's transportation needs that is technically based on the latest available land use, demographics, and travel pattern data; philosophically based on regional goals and values, and financially based on predictable, reliable funding sources. Integrate transportation planning with land use, economic development, environmental, air quality, and public health considerations.

RECENT ACCOMPLISHMENTS

- Statewide CMAQ call for projects
 - 2040 Metropolitan Transportation Plan
 - Air Quality Updates
 - Conduct CMAQ and air quality analysis for project support
-

FY 2019 & FY 2020 ACTIVITIES

- Establish and track targets and performance measures provided in the Metropolitan Transportation Plan. Continue to work with the States as these performance measures and targets become available.
- Provide updates to the 20-year horizon Metropolitan Transportation Plan. The MTP incorporates planning elements such as demographics, financial constraint, public transportation, transportation connectivity, freight, safety and security, preservation, congestion, air quality, and bicycle and pedestrian transportation.
- Coordinate long range transportation and air quality planning with local, state, and federal agencies in accordance with the Transportation Air Quality Conformity Protocol and state and local regulations.
- Participate in consultations with state agencies to discuss Air Quality issues.
- Engage all areas of the transportation network for input into the MTP including the Henderson Riverport.
- Monitor the effects of climate change on transportation systems including strategies to improve resilience and reliability of transportation systems, to mitigate storm water and to enhance travel and tourism.
- Conduct CMAQ and air quality analysis for future transportation projects, including eligibility determination.
- Partner with INDOT – Vincennes District staff with the management of corridor studies on US 41 and on SR 66/SR 62.
- Management activities associated with corridor studies including, but not limited to, modeling and other technical coordination, fiscal oversight of contracts, meeting coordination, and document review.
- Development of Multi Modal Plans
- Assist the State as needed in development of the State Asset Management Plan
- Assist in coordination with the State as needed in District Transportation Plans
- Incorporate the National Performance Measures which have been issued and tracking.

- Continue to incorporate performance-based planning requirements including selecting, reporting, sharing, and collection of data according to FAST Act requirements for the performance targets

FINAL PRODUCTS

- Targets and Performance Measures
- Goals (FAST Act)
- Annual Performance Measures Report
- 2045 Metropolitan Transportation Plan Updates
- INDOT Corridor Studies conducted by the consultant in partnership with the EMPO.

Task 400 Budget Summary

FY 2019		1-Jul-18	through	30-Jun-19		
State	PL	STBG	State Match	Local Match	Total	
IN	\$ 50,000	\$ 60,000	\$ -	\$ 27,500	\$ 137,500	
KY	\$ 9,600	\$ -	\$ 600	\$ 1,800	\$ 12,000	
TOTAL	\$ 59,600	\$ 60,000	\$ 600	\$ 29,300	\$ 149,500	

man hours 1,889

FY 2020		1-Jul-19	through	30-Jun-20		
State	PL	STBG	State Match	Local Match	Total	
IN	\$ 76,000	\$ 24,000	\$ -	\$ 25,000	\$ 125,000	
KY	\$ 9,600		\$ 600	\$ 1,800	\$ 12,000	
TOTAL	\$ 85,600		\$ 600	\$ 26,800	\$ 137,000	

man hours 1,688

Responsibility : The Evansville MPO Staff

TASK 500 TRANSIT AND ACTIVE TRANSPORTATION

PURPOSE

To provide the communities with transportation choices that include public transit and bicycle/pedestrian facilities to improve the quality of life and safety for all users.

RECENT ACCOMPLISHMENTS

- METS Comprehensive Operational Analysis (COA)
 - Evansville Bike and Pedestrian Connectivity Master Plan
 - Bicycle and pedestrian counts program (the National Bicycle and Pedestrian Documentation Project)
 - Greater Henderson Bicycle and Pedestrian Master Plan
 - Bicycle Safety Pamphlets
 - Ride Guides (HART)
-

FY 2019 & FY 2020 ACTIVITIES

- Integrate Ladders of Opportunity by identifying gaps in connectivity of the transit and active transportation system to provide the public with adequate essential services such as employment, health care, grocery suppliers, schools, education, and recreation.
- Monitor active transportation projects and funding, including Safe Routes to School projects.
- Continue the Bicycle and Pedestrian Counts Program, including data submittal to the National Database.
- Provide technical assistance to LPAs, engineers, and city officials on various pedestrian crossing and bicycle improvements using current bicycle and pedestrian master plans for reference. Encourage the use of best practices in design to support bicycle and pedestrian safety.
- Encourage compliance with EMPO's Complete Streets Policy on Federally funded projects. Also encourage LPAs to adopt a local-level Complete Streets Policy.
- Coordinate and support bicycle and pedestrian teams and health and wellness organizations, to promote the use and planning of bicycle and pedestrian improvements.
- Coordinate the FTA 5310 program by administering a call for projects.
- Update the Coordinated Public Human Services Plan in cooperation with the States, public and private transportation providers, and health and human service organizations including organizations supporting the elderly and disabled.
- Provide technical assistance to transit agencies and other transit providers including triennial review, TrAMS, and civil rights activities.
- File required annual Certifications and Assurances, create FTA grants in the TrAMS system and follow participation program requirements.
- Provide planning assistance to HART and METS as needed in the production of new marketing materials, route planning, or special requests.
- Monitor use of METS Mobility and HART Paratransit services by elderly and disabled riders.
- Coordinate with all transit agencies to support regional connectivity with transit providers.
- Conduct vehicle audits of awarded Section 5310 vehicles.
- Provide assistance to HART and METS as needed in developing Transit Asset management and Transit Safety performance measures and targets and creation of the TAM plan.

- Coordinate quarterly Regional Transit Advisory Committee (RTAC) meetings with public and non-profit transportation providers.
- Develop the Evansville-Henderson Regional Transportation Guide with assistance from RTAC members.
- Develop annual Transit Asset Management (TAM) Targets in coordination with METS and HART and add to the appendix of the TAM Plan.

FINAL PRODUCTS

- Updates to the bicycle and pedestrian plans as needed
- Attendance at bicycle and pedestrian related meetings
- Various materials promoting pedestrian and bicycle safety and transit use.
- Annual Certifications and Assurances
- FTA 5307, 5310, 5339 Grant Applications
- Coordinated Public Transit-Human Services Plan update
- (Transit) Program Management Plan Update
- Transit Asset Management Plan
- Annual/Quarterly FTA Milestone and Federal Financial Reports
- Required inspection of 5310 vehicle records
- Evansville- Henderson Regional Transportation Guide

Task 500 Budget Summary

FY 2019		1-Jul-18 through		30-Jun-19			
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 60,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 17,500	\$ 87,500
KY	\$ 11,200	\$ 10,000	\$ 10,000	\$ -	\$ 700	\$ 7,100	\$ 39,000
FTA Direct	\$ -	\$ -	\$ -	\$ 22,750	\$ -	\$ -	\$ 22,750
TOTAL	\$ 71,200	\$ 10,000	\$ 20,000	\$ -	\$ 700	\$ 24,600	\$ 149,250
man hours	1,823						
FY 2020		1-Jul-19 through		30-Jun-20			
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 63,000		\$ 10,000		\$ -	\$ 18,250	\$ 91,250
KY	\$ 11,200	\$ 10,000	\$ 10,000		\$ 700	\$ 7,100	\$ 39,000
FTA Direct				\$ 22,387			\$ 22,387
TOTAL	\$ 74,200	\$ 10,000	\$ 20,000	\$ -	\$ 700	\$ 25,350	\$ 152,637
man hours	1,880						

Responsibility : The Evansville MPO Staff in cooperation with local transit agencies

- FTA 5307 funding is provided in FTA's TrAMS system in a grant through METS and HART and paid to the EMPO through these 5307 grants by the transit agencies.

PURPOSE

600.1 – **Remix Software** – To purchase Remix software to use as a tool to assist the transit agencies in transit planning and route design as well as with Title VI analysis and reporting. Remix is the only web-based transit planning & scheduling software platform that provides rapid route design, import/analysis / modification of existing transit routes, demographic analysis, operating cost calculations, travel time visualizations, and Title VI analysis into a single integrated platform for transit planning.

RECENT ACCOMPLISHMENTS

600.1– This is a 3-year software project. We are in years 2 & 3.

FY 2019 & FY 2020 ACTIVITIES

600.1 – The MPO will utilize Remix for Transit Planning, Travel Time Visualizations, Route modifications and design, Title VI analysis & reporting.

FINAL PRODUCTS

600.1 – Acquisition of Remix Software, Reports – Title VI, Route Design, Travel Time

Task 600.1 Budget Summary - Remix

FY 2019		1-Jul-18	through	30-Jun-19	
State	STBG	State Match	Local Match	Total	
IN	\$ 19,240	\$ -	\$ 4,810	\$ 24,050	
KY					
TOTAL	\$ 19,240	\$ -	\$ 4,810	\$ 24,050	

man hours - This is acquisition of software
 METS will provide \$4,177 local match HART will provide \$633 local match

FY 2020		1-Jul-19	through	30-Jun-20	
State	STBG	State Match	Local Match	Total	
IN	\$ 19,240	\$ -	\$ 4,810	\$ 24,050	
KY					
TOTAL	\$ 19,240	\$ -	\$ 4,810	\$ 24,050	

man hours - This is acquisition of software
 METS will provide \$4,177 local match HART will provide \$633 local match

600.2 – REGIONAL PAVEMENT MANAGEMENT SYSTEM (RPMS)

PURPOSE

600.2 – **Regional Pavement Management System (RPMS)** – Activities associated with the development, implementation, and operation of a pavement management system that will: Provide the local highway officials with the necessary engineering and economic tools to make decisions on local system preservation and meet guidelines for performance measures presented in MAP-21 to provide for effective management of new and existing transportation systems through the use of TDM and transportation systems management techniques.

RECENT ACCOMPLISHMENTS

600.2– A Regional Pavement Management Project (2016)

FY 2019 & FY 2020 ACTIVITIES

600.2 – A physical evaluation of the LPA jurisdictional street pavement. Tracking of condition over time. Generation of deterioration data and curves for use in the development of the programs of projects. Establishment of optimum preservation, maintenance and repair programs. Allocation of funds cost effectively and identification of various budget scenarios based on pavement conditions.

FINAL PRODUCTS

600.2 - Updated inventory of existing streets and roads

Current Pavement Condition survey and digital image

Data collection quality management plan

Update of the Pavement Management Program data analysis and priority setting capabilities

Training and support as required with the update to the system

Supporting manuals and documentation for the updates to the software and fieldwork

ESTIMATED BUDGET

Funds will be paid directly to the consultant per contracted amounts.

Project estimated costs: \$380,000

Total Federal costs: \$304,000 : Federal STPBG funds: \$243,800; KY PL Discretionary Funds: \$60,800

Local share paid by the LPAs: \$76,000:

City of Evansville \$19,000

Vanderburgh County \$15,960

Henderson (City) \$ 4,560

Henderson County \$10,640

Warrick County \$25,840

Task 600.2 Budget Summary - RPMS

FY 2019		1-Jul-18	through	30-Jun-19	
State	PL-Disc	STBG	Local Match	Total	
IN		\$ 243,200	\$ 60,800	\$ 304,000	
KY	\$ 60,800		\$ 15,200	\$ 76,000	
TOTAL	\$ 60,800	\$ 243,200	\$ 76,000	\$ 380,000	

man hours This is a direct cost paid to the consultant

FY 2020		1-Jul-19	1-Jul-19	through	30-Jun-20
State	PL Disc.	STBG	Local Match	Total	
IN		\$ -	\$ -	\$ -	
KY					
TOTAL		\$ -	\$ -	\$ -	

man hours This is a direct cost paid to the consultant

ESTIMATED TIMEFRAME

December 2019 The RPM funds will carry-over from FY 2019 to FY 2020. No additional FY 2020 funds will be obligated.

RESPONSIBILITY

MPO transportation planning staff, City of Evansville, Vanderburgh County, Warrick County, City of Henderson, Henderson County, and a Consultant.

Total Task 600 Budget Summary - (includes Remix and RPMS)

FY 2019		1-Jul-18	through	30-Jun-19	
State	PL-Disc	STBG	Local Match	Total	
IN		\$ 262,440	\$ 65,610	\$ 328,050	
KY	\$ 60,800		\$ 15,200	\$ 76,000	
TOTAL	\$ 60,800	\$ 262,440	\$ 80,810	\$ 404,050	

man hours This is a direct cost paid to the consultant

FY 2020		1-Jul-19	1-Jul-19	through	30-Jun-20
State	PL Disc.	STBG	Local Match	Total	
IN		\$ 19,240	\$ 4,810	\$ 24,050	
KY					
TOTAL		\$ 19,240	\$ 4,810	\$ 24,050	

man hours This is a direct cost paid to the consultant

BUDGET TABLES

**FY 2019 Budget Summaries by Task
and State**

**FY 2020 Budget Summaries by Task
and State**

Funding by Source

FY 2019 Budget

FY 2020 Budget

BUDGET TABLES

FY 2019 BUDGET SUMMARIES BY TASK AND STATE

FY 2019 TOTAL BUDGET SUMMARIES

TASK	Title	State	PL	PL Disc.	STBG	FHWA				FTA				Total	
						HSIP (100%)	SPR PL	SPR Pav	SPR STC	SPR T.C.	FTA 5303	FTA 5907	FTA 5310		State Match
100	Admin/Pub	IN	\$129,000	\$16,000										\$36,250	\$181,250
100	Admin/Pub	KY	\$14,400											\$900	\$18,000
200	Data	IN	\$44,369			\$100,000	\$37,362	\$152,000	\$40,000	\$8,000				\$13,925	\$452,164
200	Data	KY	\$4,800											\$300	\$6,000
300	Short Plan	IN	\$132,865		\$30,000									\$40,717	\$203,582
300	Short Plan	KY	\$22,400											\$1,400	\$28,000
400	Long Plan	IN	\$50,000		\$60,000									\$27,500	\$137,500
400	Long Plan	KY	\$9,600											\$600	\$12,000
500	Transit/Ped	IN	\$60,000								\$10,000			\$17,500	\$87,500
500	Transit/Ped	KY	\$11,200								\$10,000			\$700	\$39,000
500	Transit/Ped	FTA Direct										\$22,750			\$22,750
600	Special 1	IN		\$19,240										\$4,810	\$24,050
600	Special 2	IN		\$243,200										\$60,800	\$304,000
600	Special 2	KY		\$60,800										\$15,200	\$76,000
TOTAL			\$478,634	\$76,800	\$352,440	\$100,000	\$37,362	\$152,000	\$40,000	\$8,000	\$10,000	\$20,000	\$22,750	\$17,825	\$1,591,796

FY 2019 INDIANA BUDGET SUMMARY

TASK	Title	State	PL	PL Disc.	STBG	FHWA				FTA				Total	
						HSIP (100%)	SPR PL	SPR Pav	SPR STC	SPR T.C.	FTA 5303	FTA 5907	FTA 5310		State Match
100	Admin/Pub	IN	\$129,000	\$16,000										\$36,250	\$181,250
200	Data	IN	\$44,369			\$100,000	\$37,362	\$152,000	\$40,000	\$8,000				\$13,925	\$452,164
300	Short Plan	IN	\$132,865		\$30,000									\$40,717	\$203,582
400	Long Plan	IN	\$50,000		\$60,000									\$27,500	\$137,500
500	Transit/Ped	IN	\$60,000								\$10,000			\$17,500	\$87,500
500	Transit/Ped	FTA Direct										\$22,750			\$22,750
600	Special 1	IN		\$19,240										\$4,810	\$24,050
600	Special 2	IN		\$243,200										\$60,800	\$304,000
TOTAL			\$416,234	\$60,800	\$352,440	\$100,000	\$37,362	\$152,000	\$40,000	\$8,000	\$10,000	\$22,750	\$13,925	\$244,085	\$1,412,796

FY 2019 KENTUCKY BUDGET SUMMARY

TASK	Title	State	PL	PL Disc.	STBG	FHWA				FTA				Total	
						HSIP (100%)	SPR	SPR T.C.	FTA 5303	FTA 5907	FTA 5310	State Match	Local Match		
100	Admin/Pub	KY	\$14,400											\$900	\$18,000
200	Data	KY	\$4,800											\$300	\$6,000
300	Short Plan	KY	\$22,400											\$1,400	\$28,000
400	Long Plan	KY	\$9,600								\$10,000			\$600	\$22,000
500	Transit/Ped	KY	\$11,200								\$10,000			\$700	\$29,000
600	Special 2	KY		\$60,800										\$15,200	\$76,000
TOTAL			\$62,400	\$60,800	\$-	\$-	\$-	\$-	\$-	\$-	\$10,000	\$10,000	\$-	\$3,900	\$179,000

FY 2020 BUDGET SUMMARIES BY TASK AND STATE

FY 2020 TOTAL BUDGET SUMMARIES

FY 2020 1-Jul-19 through 30-Jun-20

TASK	Title	State	PL	STBG	FHWA				FTA				Total	
					HSIP (100%)	SPR PL	SPR STC	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match		Local Match
100	Admin/Pub	IN	\$140,000										\$ 35,000	\$ 175,000
100	Admin/Pub	KY	\$ 14,400										\$ 900	\$ 2,700
200	Data	IN	\$ 29,000		\$ 100,000	\$ 53,337	\$ 20,000	\$ 20,608					\$ 16,691	\$ 14,045
200	Data	KY	\$ 4,800										\$ 300	\$ 900
300	Short Plan	IN	\$132,625	\$ 30,000									\$ 40,657	\$ 203,282
300	Short Plan	KY	\$ 22,400										\$ 1,400	\$ 28,000
400	Long Plan	IN	\$ 76,000	\$ 24,000									\$ 25,000	\$ 125,000
400	Long Plan	KY	\$ 9,600										\$ 600	\$ 12,000
500	Transit/Ped	IN	\$ 63,000						\$ 10,000				\$ 700	\$ 39,000
500	Transit/Ped	KY	\$ 11,200						\$ 10,000	\$ 10,000			\$ 7,100	\$ 22,387
500	Transit/Ped	FTA Direct								\$ 22,387				\$ 22,387
600	Special 1	IN		\$ 19,240										\$ 4,810
600	Special 2	IN												\$ 24,050
600	Special 2	KY												
	TOTAL		\$ 503,025	\$ 73,240	\$ 100,000	\$ 53,337	\$ 20,000	\$ 20,608	\$ 10,000	\$ 20,000	\$ 22,387	\$ 20,591	\$ 154,462	\$ 997,650

FY 2020 INDIANA BUDGET SUMMARY

FHWA

TASK	Title	State	PL	STBG	FHWA				FTA				Total	
					HSIP (100%)	SPR PL	SPR STC	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match		Local Match
100	Admin/Pub	IN	\$140,000										\$ 35,000	\$ 175,000
200	Data	IN	\$ 29,000		\$ 100,000	\$ 53,337	\$ 20,000	\$ 20,608					\$ 16,691	\$ 253,681
300	Short Plan	IN	\$132,625	\$ 30,000									\$ 40,657	\$ 203,282
400	Long Plan	IN	\$ 76,000	\$ 24,000									\$ 25,000	\$ 125,000
500	Transit/Ped	IN	\$ 63,000						\$ 10,000				\$ 18,250	\$ 91,250
500	Transit/Ped	FTA Direct								\$ 22,387				\$ 22,387
600	Special 1	IN		\$ 19,240									\$ 4,810	\$ 24,050
600	Special 2	IN												
	TOTAL		\$ 440,625	\$ 73,240	\$ 100,000	\$ 53,337	\$ 20,000	\$ 20,608	\$ -	\$ 10,000	\$ 22,387	\$ 16,691	\$ 137,762	\$ 894,650

FY 2020 KENTUCKY BUDGET SUMMARY

FHWA

TASK	Title	State	PL	STBG	FHWA				FTA				Total	
					HSIP (100%)	SPR	SPR T.C.	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match		Local Match
100	Admin/Pub	KY	\$ 14,400										\$ 900	\$ 18,000
200	Data	KY	\$ 4,800										\$ 300	\$ 6,000
300	Short Plan	KY	\$ 22,400										\$ 1,400	\$ 28,000
400	Long Plan	KY	\$ 9,600										\$ 600	\$ 12,000
500	Transit/Ped	KY	\$ 11,200						\$ 10,000	\$ 10,000			\$ 700	\$ 39,000
600	Special 2	KY												
	TOTAL		\$ 62,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 3,900	\$ 16,700	\$ 103,000

Funding by Source

SOURCE	FY 2019			FY 2020			
	Federal	State	Local	Federal	State	Local	Total
IN PL/5303	\$416,234	\$0	\$104,059	\$440,625	\$0	\$110,157	\$550,782
IN PL - Disc. Conference	\$16,000	\$0	\$4,000	\$0	\$0	\$0	\$0
IN HSIP 100%	\$100,000	\$0	\$0	\$100,000	\$0	\$0	\$100,000
IN STBG	\$90,000	\$0	\$22,500	\$54,000	\$0	\$13,500	\$67,500
IN STBG - Pavement	\$243,200	\$0	\$60,800	\$0	\$0	\$0	\$0
IN STBG - Remix	\$19,240	\$0	\$4,810	\$19,240	\$0	\$4,810	\$24,050
IN SPR - Planning	\$37,362	\$1,925	\$7,416	\$53,337	\$6,539	\$6,795	\$66,671
IN SPR - Pavement	\$152,000	\$0	\$38,000	\$0	\$0	\$0	\$0
IN SPR nonstate Traffic Ct	\$8,000	\$2,000	\$0	\$20,608	\$5,152	\$0	\$25,760
IN SPR State Traffic Ct*	\$40,000	\$10,000	\$0	\$20,000	\$5,000	\$0	\$25,000
KY FTA 5303	\$10,000	\$0	\$2,500	\$10,000	\$0	\$2,500	\$12,500
KY FTA 5307	\$10,000	\$0	\$2,500	\$10,000	\$0	\$2,500	\$12,500
IN FTA 5307	\$10,000	\$0	\$2,500	\$10,000	\$0	\$2,500	\$12,500
FTA Section 5310	\$22,750	\$0	\$0	\$22,387	\$0	\$0	\$22,387
KY PL Disc. Pavement	\$60,800	\$0	\$15,200	\$0	\$0	\$0	\$0
KY PL FUNDS	\$62,400	\$3,900	\$11,700	\$62,400	\$3,900	\$11,700	\$78,000
Total	\$1,297,986	\$17,825	\$275,985	\$822,597	\$20,591	\$154,462	\$997,650

* 2.5 year purchase order already issued through December 2019

SOURCE	FY 2019			FY 2020			
	Federal	State	Local	Federal	State	Local	Total
FHWA- INDIANA Planning Cluster							
IN PL/5303	\$0	\$108,059	\$540,293	\$440,625	\$0	\$110,157	\$550,782
IN HSIP 100%	\$0	\$0	\$100,000	\$100,000	\$0	\$0	\$100,000
IN STPG	\$0	\$88,110	\$440,550	\$73,240	\$0	\$18,310	\$91,550
Sub-total	\$884,674	\$0	\$1,080,843	\$613,865	\$0	\$128,467	\$742,332
INDIANA SPR - TOTALS							
IN SPR	\$237,362	\$13,925	\$45,416	\$93,945	\$16,691	\$6,795	\$117,431
Sub-total	\$237,362	\$13,925	\$296,703	\$93,945	\$16,691	\$6,795	\$117,431
IN Total	\$1,122,036	\$13,925	\$2,415,855	\$707,810	\$16,691	\$135,262	\$859,763
FTA Funds							
FTA Funds	\$52,750	\$0	\$7,500	\$52,387	\$0	\$7,500	\$59,887
FTA Total	\$52,750	\$0	\$7,500	\$52,387	\$0	\$7,500	\$59,887
FHWA - KENTUCKY Planning							
KY PL Funds	\$123,200	\$3,900	\$26,900	\$62,400	\$3,900	\$11,700	\$78,000
KY Total	\$123,200	\$3,900	\$26,900	\$62,400	\$3,900	\$11,700	\$78,000
TOTAL	\$1,297,986	\$17,825	\$2,759,855	\$822,597	\$20,591	\$154,462	\$997,650

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
Projected Fiscal Year 2019 Expense Summary
General Budget

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$380,100 a	\$142,391 ab	\$522,491
Fringe	\$330,780 c	\$0	\$330,780
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$5,300	\$5,300
Small Equipment	\$0	\$1,000	\$1,000
Other Supplies	\$0	\$1,500	\$1,500
Fee For Service/ Legal	\$0	\$6,200	\$6,200
Fee for Service - Pavement	\$380,000	\$0	\$380,000
Fee for Service - Pavement Ru	\$190,000	\$0	\$190,000
Fee for Service - Conference	\$28,425	\$0	\$28,425
Fee for Service - Remix	\$24,050	\$0	\$24,050
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$15,500	\$15,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$13,500	\$13,500
Insurance	\$0	\$10,050	\$10,050
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$33,500	\$33,500
Subscriptions & Dues	\$0	\$6,500	\$6,500
Audit	\$0	\$12,000	\$12,000
Telephone	\$0	\$2,100	\$2,100
TOTAL	\$1,333,355	\$258,441 d	\$1,591,796

INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time,
and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 0.870245
- d. Indirect rate is estimated at 0.666775

A Pre-Determined is rate is used for Fringe and Indirect on even years.

FRINGE BREAKDOWN

Dental/ Vision/ Health Insurance	\$103,500
FICA	\$46,880
PERF	\$85,599
Workman Comp	\$1,908
Unemployment	\$500
Vacation, Holiday and Personal Leave	\$90,282
Accum-Sick V	\$2,111
TOTAL	\$330,780

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
Projected Fiscal Year 2020 Expense Summary
General Budget

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$382,365 a	\$144,468 ab	\$526,833
Fringe	\$331,794 c	\$0	\$331,794
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$5,300	\$5,300
Small Equipment	\$0	\$1,000	\$1,000
Other Supplies	\$0	\$1,500	\$1,500
Fee For Service/ Legal	\$4,213	\$6,200	\$10,413
Fee for Service - Remix	\$24,050	\$0	\$24,050
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$13,500	\$13,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$10,500	\$10,500
Insurance	\$0	\$10,760	\$10,760
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$33,500	\$33,500
Subscriptions & Dues	\$0	\$6,500	\$6,500
Audit	\$0	\$11,000	\$11,000
Telephone	\$0	\$2,100	\$2,100
TOTAL	\$742,422	\$255,228 d	\$997,650

INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time,
and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 0.8702
- d. Indirect rate is estimated at 0.6668

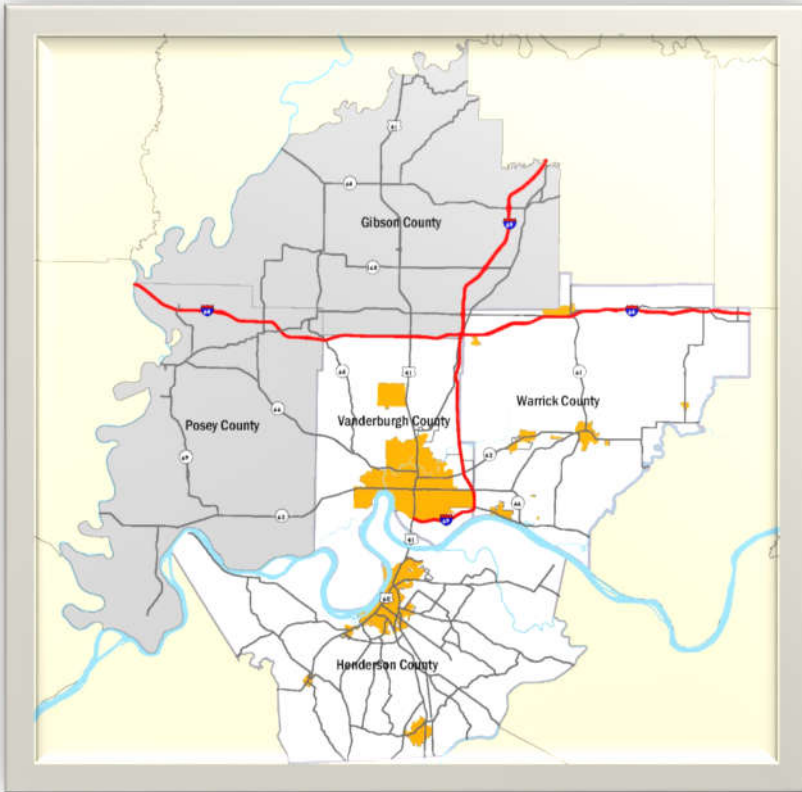
A Pre-Determined is rate is used for Fringe and Indirect on even years. (2020)

FRINGE BREAKDOWN

Dental/ Vision/ Health Insurance	\$103,500
FICA	\$47,275
PERF	\$86,610
Workman Comp	\$1,890
Unemployment	\$500
Vacation, Holiday and Personal Leave	\$91,079
Accum-Sick V	\$940
TOTAL	\$331,794

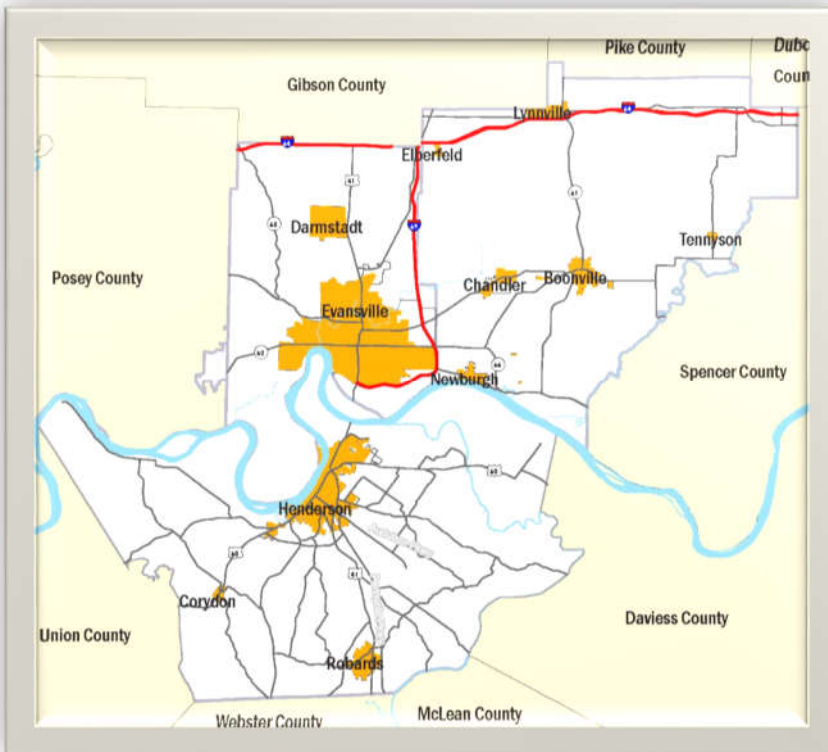
APPENDICIES

- A. MAP OF THE MPO PLANNING AREA AND AIR QUALITY AREA
- B. OTHER PROJECT ACTIVITIES
- C. MEMORANDUM OF AGREEMENT (IN, KY, EMPO, & TRANSIT SYSTEMS)
- D. MEMORANDUM OF AGREEMENT (EMPO & HENDERSON AREA RAPID TRANSIT)
- E. MEMORANDUM OF AGREEMENT (EMPO & METROPOLITAN EVANSVILLE TRANSIT SYSTEM)
- F. COST ALLOCATION PLAN APPROVAL LETTER
- G. UPWP CHECKLIST
- H. COMMENTS



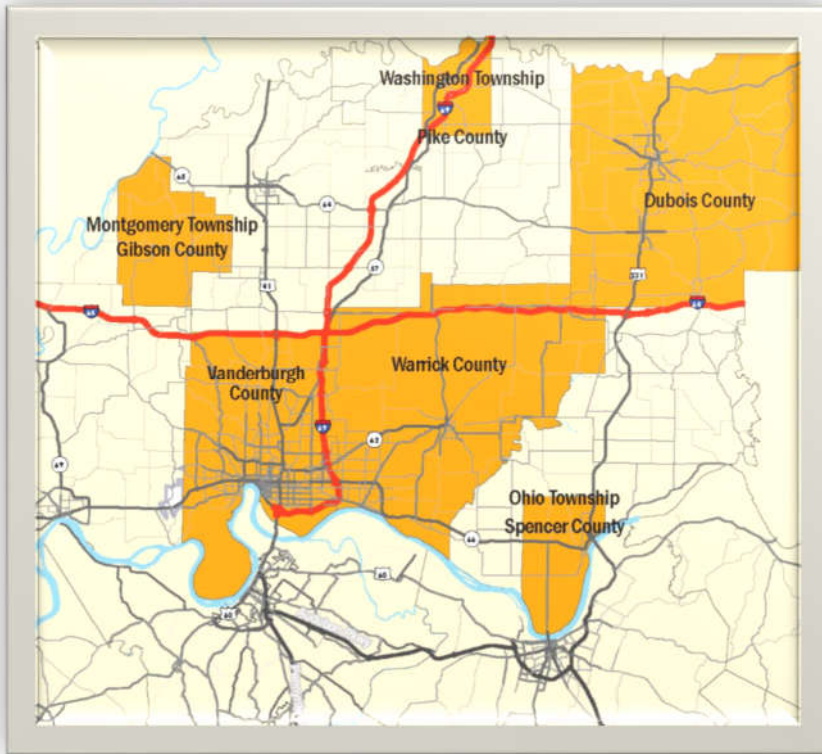
EVANSVILLE MPO

Regional
Transportation
Planning
Area



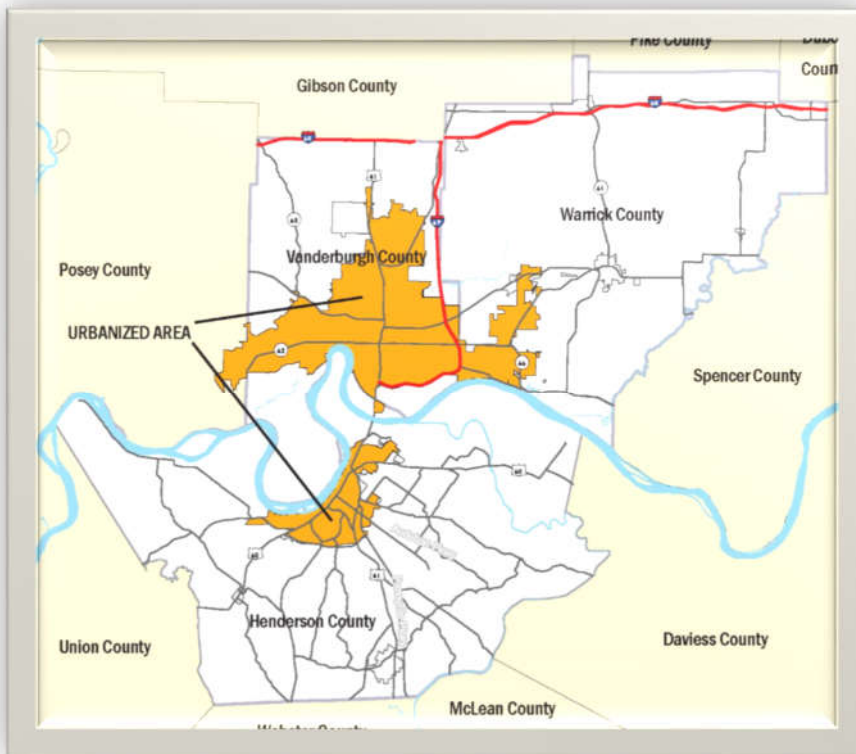
EVANSVILLE MPO

Metropolitan
Planning
Area



CONFORMITY

Southwestern
Indiana
PM2.5
Maintenance
Area



EVANSVILLE MPO

Indiana / Kentucky
Urbanized
Area
Boundary

APPENDIX B – OTHER PROJECT ACTIVITIES

Transit vehicle acquisition – Section 5310

PURPOSE

To provide Section 5310 funding to non-profit transportation agencies to purchase vehicles.

RECENT ACCOMPLISHMENTS

(2) 11.12.15 Acquisition of replacement vans for the Evansville Arc and Easter Seals Rehabilitation Center (completed 2016)

FY 2017 & FY 2018 ACTIVITIES

To purchase a replacement van for the Evansville Association for the Blind.

To purchase other vehicles for non-profit transportation agencies in 2017 & 2018 with Section 5310 funding.

FINAL PRODUCTS

Replacement vehicles (vans for the disabled)

ESTIMATED BUDGET

Project estimated costs: \$255,938 (per year)

FTA Section 5310 funds: \$204,750

Local share paid by the non-profits: \$51,188

Prior year Federal Balance: \$1,425

These funds are administered through the TrAMS and Echo web-based programs.

ESTIMATED TIMEFRAME

Until finished. Obligation is required within 2 years plus the year published in the Federal Register.

RESPONSIBILITY

Evansville MPO to disperse the Section 5310 portion of the funds to the transit manufacturer.

The non-profit to provide the local match for the vehicles and pick it up.

MEMORANDUM OF AGREEMENT
By and Between
EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
INDIANA DEPARTMENT OF TRANSPORTATION
KENTUCKY TRANSPORTATION CABINET
METROPOLITAN EVANSVILLE TRANSIT SYSTEM
HENDERSON AREA RAPID TRANSIT

This Memorandum of Agreement (MOA) is made by and between the Evansville Metropolitan Planning Organization herein after referred to as the EMPO, the Indiana Department of Transportation herein after referred to as INDOT, the Kentucky Transportation Cabinet, herein after referred to as KYTC, the Metropolitan Evansville Transit System herein after referred to as METS, and the Henderson Area Rapid Transit herein after referred to as HART.

WHEREAS, Moving Ahead for Progress in the 21st Century (MAP-21) and its previous sister legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

WHEREAS, the transportation planning process for the Evansville Metropolitan Planning Organization includes the following agencies:

Evansville Metropolitan Planning Organization	(EMPO)
Indiana Department of Transportation	(INDOT)
Kentucky Transportation Cabinet	(KYTC)
Metropolitan Evansville Transit System	(METS)
Henderson Area Rapid Transit	(HART)

NOW THEREFORE the agencies mutually agree as follows:

WHEREAS, MAP-21 requires the establishment of agreements between the State(s), the Metropolitan Planning Organization (MPO) and the public transportation operator(s), and

WHEREAS, the EMPO is the designated MPO for Vanderburgh County and Warrick County in Indiana and Henderson County in Kentucky, and

WHEREAS, METS and HART are the designated recipients for FTA Section 5307 and Section 5339 in the Evansville-Henderson Urbanized Area, and

WHEREAS, the EMPO has established various advisory groups, which provide input and direction, as well as assist and advise it on transportation planning and programming considerations. Membership in these technical, advisory, and citizens groups include, but are not limited to, persons representing Vanderburgh County, Warrick County, Henderson County, City of Evansville, Town of Newburgh, City of Henderson and public and private transportation providers, and others not listed in this agreement.

The EMPO, INDOT, KYTC and METS, HART mutually agree as follows:

RESPONSIBILITIES OF THE EMPO:

Structure

- A. The EMPO organizational structure consists of a Technical Committee, the EMPO Policy Committee, and various advisory committees.

The Policy Committee includes the following voting representing organizations:

- City of Evansville - City Council (2) Mayoral (2)
- Vanderburgh County- County Commission (2) County Council (1)
- City of Henderson (1)
- Town of Newburgh (1)
- Warrick County (1)
- Henderson County (1)
- INDOT (1)
- KYTC (1)

- B. The Technical Committee includes the following voting members:

The EMPO Technical Committee includes the technical staff of the EMPO Policy Committee plus other represented LPAs, as recommended by MAP-21 and subsequent federal transportation acts, to conduct the transportation planning process. Technical Committee members also include but are not limited to: freight, transit, port authorities, railroads, schools, and State and Federal agencies. Actions by the Technical Committee are advisory to the Policy Committee.

The EMPO Citizens Advisory Committee is a project-specific committee and consists of members with expertise for each project.

The Policy Committee and the Technical Committee generally meet monthly. All other committees meet on an "as needed" basis.

Transportation Plan

1. The EMPO will develop and maintain a Transportation Plan (TP) and corresponding Conformity Analysis (if required) in cooperation with INDOT and KYTC, its transit providers and other agency partners at least every 4 years as required by law.
2. The EMPO, with the cooperation and assistance of METS and HART, will implement transit performance management as part of the planning process of the Transportation Plan. This process will include the identification, selection, and description of performance targets, the adoption of a strategy designed to achieve the targets, and periodic reporting on the achievements of the performance targets.
3. The EMPO will utilize the MAP-21 planning factors in the development of the Transportation Plan.
4. The EMPO is responsible for developing a financially reasonable Transportation Plan in consultation with INDOT and KYTC, its area public transit providers and the FHWA and FTA in compliance with current federal planning regulations.
5. The EMPO will include a financial plan that demonstrates the consistency of the Transportation Improvement Program (TIP) and Transportation Plan with available and projected sources of revenue. INDOT and KYTC will provide the EMPO with reasonable estimates of available and projected funding by category on a regular basis.
6. The EMPO Policy Committee approves the Transportation Plan and its periodic updates. All proposed TP amendments must include a project description, project cost, phase, federal, state, local and total dollar amount. Amendments and administrative modifications will follow the procedures outlined in the EMPO Participation Plan in force at the time of the action needed.
7. A Conformity Determination shall be completed for each Transportation Improvement Program and Transportation Plan developed by the EMPO, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures.

Public Participation and Involvement

1. The EMPO will maintain a Participation Plan that is adopted by the Policy Committee. The plan will include coordination with the INDOT and KYTC participation processes. This Plan is followed during the development of the Transportation Plan and the Transportation Improvement Program. The EMPO TIP participation process will serve to meet the METS and HART public participation requirements.

2. The EMPO will comply with all appropriate federal certifications and assurances, civil rights and DBE requirements, Title VI submittals, ADA, and procurement activities guidelines. The EMPO will complete a Title VI analysis for the urbanized area for any program or activity for which the EMPO receives federal financial assistance. INDOT's Office of Economic Opportunity will be the INDOT contact for these efforts.

Transportation Improvement Program (TIP)

1. The EMPO will complete a fiscally constrained Transportation Improvement Program (TIP), as needed, in cooperation and coordination with the partners identified in this agreement. The EMPO will update the TIP a minimum of every other year and each new TIP shall cover a four year program period. The development of a new TIP will follow the current EMPO Participation Plan in force at the time of the TIP development.
2. The EMPO will submit an approved TIP to INDOT and KYTC in a timely manner.
3. The EMPO will concur with the planning regulations for Self Certification to INDOT, KYTC, FHWA and the FTA regarding the EMPO's ability and intention to provide and fulfill the transportation planning requirement for the Metropolitan Planning Area (MPA). This will be made available as part of the Transportation Improvement Program (TIP) process.
4. All federal aid funding projects within the EMPO MPA, regardless of funding category, will be included in the fiscally constrained TIP.
5. The Policy Committee of the EMPO approves the TIP followed by approval by the INDOT and KYTC Commissioners on behalf of the Governors, and it is included in the Indiana and Kentucky Statewide Transportation Improvement Programs (STIP) by reference or amendment. The STIP is approved by the Federal Highway Administration and the Federal Transit Administration along with the new TIP and any amendments.
6. TIP amendment requests from project sponsors will be processed in accordance with the EMPO Participation Plan in force at the time of the request, as well as in accordance with the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
7. Calls for projects will be made at various times depending on the funding category and the availability of funds in each category. Projects will be selected based on the current selection process in force at the time of the call.
8. The EMPO will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.
9. The Congestion Management Process (CMP) will be used in identifying and selecting projects during TP and TIP updates, including those projects located on the States' highway network.

10. Where needed, a Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Transportation Plan and developed by the EMPO working with state and local project sponsors. This ensures plans, programs and projects maintain proper air quality conformity for a region.

Travel Demand Forecasting

1. The EMPO is responsible for developing and maintaining a travel demand forecasting model for the EMPO Metropolitan Planning Area (MPA).

Unified Planning Work Program

1. A Unified Planning Work Program (UPWP) will be prepared by the EMPO in cooperation and consultation with INDOT, KYTC, FHWA, FTA and the transit operators.
2. The EMPO will consider, and where feasible, include the planning emphasis areas (PEA's) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas must be received prior to January 31st to receive proper consideration.
3. The EMPO will complete its Cost Allocation Plan by February 28 and UPWP draft by April 1st of each year. However, the EMPO's ability to meet this timeline is affected by INDOT and KYTC providing timely PL Distribution numbers. Should PL funding information be delayed, the EMPO may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT and KYTC Central Office Asset Management, Program Engineering and Road Inventory Division will take the lead in this effort in cooperation with the EMPO Council and the INDOT and KYTC Central Office Project Finance Division and the INDOT and KYTC Transit Office.
4. The EMPO will prepare a UPWP for the Fiscal Year that will take effect beginning on July 1 of the same year. The EMPO will submit to INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division and KYTC Division of Planning and KYTC Office of Transportation Delivery a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.
5. Amendments to the UPWP may arise when special planning projects are initiated after the adoption of the current UPWP. Amendments require the source of Federal Funds, source of local funds with a commitment letter from the agency providing the local funds, a project description, a project schedule, responsible parties, breakdown between the amount of pay for consultants versus salaries, and products. UPWP amendments will be approved through the Policy Committee by signing of a resolution. The resolution and changes will be forwarded to the responsible state agency so that a purchase order may be created.

Management Systems

1. The development and implementation of a congestion management process (CMP), where needed, for the EMPO Metropolitan Planning Area will be the responsibility of the EMPO in cooperation with INDOT KYTC, FTA and FHWA. Technical Planning Section, within the Asset Planning & Management Division will be the INDOT Leads.
2. The EMPO will work cooperatively with the Technical Planning Section, within the Asset Planning & Management Division as the lead and other relevant INDOT and KYTC Divisions and other public agencies in the development of the other specified management systems as appropriate.
3. The EMPO will maintain a Congestion Management Process in cooperation with the Technical Planning Section, within the Asset Planning & Management Division. The Congestion Management Process shall be coordinated with the development of the Transportation Plan.

Transit Planning

1. The EMPO will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
2. The EMPO will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".
3. The EMPO was named the Designated Recipient for the Evansville-Henderson Urbanized Area for the FTA's Section 5310 Mobility of Seniors and Individuals with Disabilities Grant Program. As the Designated Recipient, the EMPO is responsible for conducting a competitive and equitable selection process to award Section 5310 funds apportioned to the Evansville-Henderson Urbanized Area.

Certifications and Assurances

1. The EMPO will sign the annual FTA Certifications and Assurances.

RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION In cooperation with EMPO, and METS:

1. INDOT will provide staff liaisons to coordinate with the MPOs and regularly attend the MPO Council meetings, which are held in Indianapolis.
2. INDOT Technical Planning Section Staff will participate in EMPO Technical or Policy Committee meetings. The District Capital Program Manager will attend the Technical Committee meetings and have voting representation for INDOT. The District Deputy Commissioners will attend the Policy Committee meetings and have voting representation for INDOT.

Transportation Plan and TIP

1. The Indiana Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
2. The INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the INDOT Asset Planning and Management Process. This is necessary for the development of data the EMPO needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
3. The INDOT Central Office Project Finance Division will provide the EMPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information. Should estimates provided by INDOT, or lack thereof, result in the EMPO's inability to obligate all funds in a given fiscal year, the EMPO funds will continue to be made available to the EMPO by INDOT.
4. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety. This will be done in cooperation with the Technical Planning Section, within the Asset Planning & Management Division.
5. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Technical Planning Section, within the Asset Planning & Management Division and District staff for the area that includes the EMPO, will provide timely lists of INDOT projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.

6. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division working with the LPA and Grant Administration Division will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow the EMPO to develop an Annual List of Obligated Projects (ALOP).
7. INDOT will provide Central and District Office coordination for the EMPO on all matters including the TP and TIP. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in cooperation with the LPA and Grant Administration Division and the appropriate District Office(s) for the area containing the EMPO.
8. INDOT Central and District Offices will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in this effort.

UPWP Coordination Activities

1. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will assign a planning liaison to participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the EMPO, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
2. INDOT Technical Planning Section, within the Asset Planning & Management Division will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and the MPO Council. INDOT will provide these figures by January 31 each year to allow for development of the UPWP.
3. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review and provide approval of the UPWP and concurrence with the Cost Allocation Plan in a timely manner, and begin development of the required contracts and purchase orders. INDOT will provide a timely notice-to-proceed, a signed contract and a purchase order.
4. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases,

RESPONSIBILITIES OF THE KENTUCKY TRANSPORTATION CABINET In cooperation with EMPO, and HART

1. KYTC will provide staff liaisons to coordinate with the EMPO and participate in EMPO Technical and Policy Committee meetings.
2. KYTC will cooperate in the development of a process to identify potential studies and the procedures to undertake such studies.
3. KYTC will administer state and federal transportation planning assistance funds as necessary to carry out the transportation process.
4. For each federal fiscal year, KYTC will provide a list of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which 23 USC and 49 USC Chapter 53 funds were obligated in the preceding fiscal year. Project information will include Item#, county, sponsor, route number, project description, work type and phase, funding type and federal obligation amount. If available, KYTC will also provide information on funding obligations and estimated annual costs for the preceding fiscal year.
5. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative planning process, including access to data on the condition and performance of state maintained roadways.
6. KYTC will conduct training sessions and workshops on pertinent topics.
7. KYTC will develop a list of planned improvement needs on state highways developed in conjunction and in cooperation with the EMPO for the MPA.

Transportation Plan and TIP

1. KYTC will provide Central and District Office coordination with the EMPO on all matters including the TP and TIP including timely, detailed and accurate lists of KYTC projects within the EMPO.
2. KYTC will develop its Statewide Transportation Program (STIP) in cooperation with the EMPO transportation planning process and, upon approval by the Governor or appointee, FHWA and FTA, incorporate the EMPO TIP by reference or amendment in its entirety.
3. KYTC will provide the EMPO with estimates of available federal and state funding as necessary to ensure compliance with fiscal constraint requirements for the EMPO MTP and TIP. Should funding information be delayed, the EMP may develop estimates based on recent precedent.

4. Kentucky Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
5. KYTC will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the KYTC Asset Planning and Management Process. This is necessary in order to develop data the EMPO needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
6. KYTC will provide the EMPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information.
7. KYTC will develop the Kentucky Statewide Transportation Improvement Program and KYTC STIP in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety.
8. KYTC will provide timely lists of KYTC projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.
9. KYTC will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of the EMPO TIP in a timely manner.
10. KYTC will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow the EMPO to develop an Annual List of Obligated Projects (ALOP).
11. KYTC will coordinate with the EMPO on all matters including the TP and TIP.
12. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics.

UPWP Coordination Activities

1. KYTC will assign a planning liaison to participate in transportation planning activities related to the UPWP and assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.

2. KYTC will inform the EMPO of available Kentucky PL funds at its January statewide transportation planning meeting.
3. KYTC will review the UPWP and CAP and develop contracts and purchase orders as necessary.
4. KYTC will review progress reports and invoices pursuant to applicable federal and state regulations.

RESPONSIBILITIES OF THE Metropolitan Evansville Transit System (METS):

1. METS will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. METS will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve METS services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. METS will participate on the Transportation Technical Committee.
6. METS will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. METS will provide an annual, fiscally constrained, 5 year Financial Plan that will include operating expenses and revenue and a Program of Project. This information will be used in the development of the TIP.
8. METS will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis.
9. METS will provide TIP amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance. METS will also provide to the EMPO copies of any modifications to grants after approval.

11. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the INDOT Transit Office (PMTF grants) and provide a copy of each grant award acceptance.
12. METS will provide on an annual basis, no later than 90 calendar days following the end of the program year a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
13. METS will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the second quarter of the federal fiscal year.
14. METS will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.
15. METS as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
16. METS shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
17. METS shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
18. METS agrees that they will be in compliance with all required federal objectives.

Certifications and Assurances

1. METS will sign the annual FTA Certifications and Assurances.

RESPONSIBILITIES OF THE Henderson Area Rapid Transit (HART):

1. HART will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update.
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. HART will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve HART's services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. HART will participate on the Transportation Technical Committee.
6. HART will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. HART will provide a Financial Capacity Analysis showing a 5 year Financial Plan as part of the TIP development process. This will be reviewed by KYTC.
8. HART will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by KYTC.
9. HART will provide amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. HART will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance.
11. HART will provide on an annual basis, no later than 90 calendar days following the end of the program year a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
12. HART will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the first quarter of the federal year.
13. HART will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.


14. HART as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
15. HART shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
16. HART shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
17. HART agrees that they will be in compliance with all required federal objectives.

Certifications and Assurances

1. The EMPO will sign the annual FTA Certifications and Assurances.

In witness thereof, the undersigned executive staff members of EMPO, METS, HART, INDOT and KYTC have executed this Memorandum of Agreement on the dates indicated.

For METS:



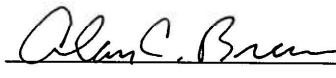
Marty Amisler
Chairman, Board of Public Works

Date 2-5-15



Anthony Brooks
Vice-Chairman, Board of Public Works

Date 2-5-15



A.C. Braun
Member, Board of Public Works


Date 2-5-15



Sharon Evans
Attest


Date 2-5-15

For KYTC:



Secretary of Transportation
Commonwealth of Kentucky Transportation Cabinet

Date 3/20/15



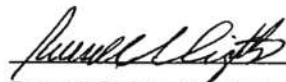
D. Ann D'Angelo for form & legality
Office of Legal Services
Commonwealth of Kentucky Transportation Cabinet

Date March 18, 2015

For INDOT:


Date 2/24/2015
James P. Stark, Deputy Commissioner, Innovative Project Delivery

For HART:


Date 2/19/15
Russell Sights, Henderson City Manager
Henderson Area Rapid Transit

For EMPO:


Date 2/5/15
Policy Board President
Evansville Metropolitan Planning Organization


Date 2/12/15
Executive Director
Evansville Metropolitan Planning Organization

**Memorandum of Agreement Between the
Evansville Metropolitan Planning Organization
and
Henderson Area Rapid Transit**

This Agreement is made between the Evansville Metropolitan Planning Organization (EMPO) and Henderson Area Rapid Transit (HART) acting by and through the City of Henderson, Kentucky.

Whereas, the EMPO is the designated Metropolitan Planning Organization (MPO) for the Evansville Metropolitan Area (MPA), and

Whereas, HART is the Public Transit Operator in the City of Henderson, Kentucky, and

Whereas, HART and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for HART in exchange for the EMPO being compensated by HART in the amount of \$12,500.

The EMPO agrees to perform the following activities for HART in the EMPO Fiscal Year 2017:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the HART annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307) and Bus and Bus Facilities Formula Grant (Section 5339) applications. This responsibility also includes the publication of the Program of Projects and the public participation requirements for both grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
2. The EMPO will prepare and submit non-formula grants for HART, which may include but are not limited to the FTA Mobility of Seniors and Individuals with Disabilities Program (Section 5310) grant. This responsibility also includes the publication of the Program of Projects and the public participation requirements for FTA grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
3. The EMPO will work with HART to complete annual Certifications and Assurances in TrAMS and the Master Agreement.
4. The EMPO will provide technical assistance to HART regarding the TrAMS internet based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by HART and/or City of Henderson Officials.
5. The EMPO will provide technical assistance to HART during the Triennial Review and act as a liaison with FTA Region V.
6. The EMPO will provide specialized transit planning assistance to HART as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests.

7. The EMPO will provide assistance to HART in locating various sources of State and Federal funding.
8. The EMPO will provide assistance to HART in preparing and updating HART's Title VI Program, Public Participation Plan, Limited English Proficiency Plan, Safety Program, and the Transit Asset Management Plan.

HART agrees to provide the following information/assistance to the MPO in Fiscal Year 2018:

1. HART will request available FTA funding amounts from the MPO prior to developing their FY 2019 budget. If full year apportionment data is not yet available from the FTA, the FY 2019 budget will need to be based on estimated totals until full year apportionment amounts are available.
2. HART will submit their FY 2019 budget to EMPO staff at least one month prior to the scheduled TrAMS submittal date of June 1, 2018 in order to complete all required application information and provide sufficient public review. EMPO may request a draft of the budget prior to May 1, 2018 in order to begin the application process. Minor revisions may be made between the draft and final budget. If the budget information is not received by May 1, 2018, the grant application may be delayed and obligation by the FTA may be made in the following TrAMS submittal time period.
3. HART will provide the EMPO additional information and clarification regarding their CY 2019 budget as needed, in order to complete the grant submission on schedule.
4. HART will schedule required public meetings. EMPO will provide a range of dates when the public meetings must be held in order to meet the submittal schedule.
5. HART will ensure that appropriate City staff sign the Certifications and Assurances within one month of notice of availability of Certifications and Assurances.
6. HART will work with EMPO staff and/or provide the appropriate information in order to complete updates to the Title VI Program, ADA Program, Public Participation Plan, Limited English Proficiency Plan, Safety Program, and the Transit Asset Management Plan.

Time of Performance

This Agreement shall commence on July 1, 2017 and conclude on June 30, 2018. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program (UPWP). A new Agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2018.

Compensation and Method of Payment

This Agreement for services performed is subject to the maximum compensation set forth in the Unified Planning Work Program (UPWP). The total amount due to the EMPO under this agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500), which shall be divided into installments and paid quarterly upon HART receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period of service.

Counterpart of the Agreement

This Agreement shall be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

Notice

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

HART
401 North Elm Street
P.O. Box 716 (*mailing*)
Henderson, KY 42420

Evansville MPO
One NW Martin Luther King, Jr. Blvd
Room 316
Evansville, Indiana 47708

The following clauses are from the FTA Master Agreement (23) dated October 1, 2016 and all section references correspond to those within the FTA Master Agreement. All services in this agreement will be conducted in accordance with the following clauses:

Section 3. Implementation.

- I. No Federal Government Commitment or Liability to Third Parties. Except as the Federal Government expressly consents in writing, the Recipient agrees that:
- (1) The Federal Government does not and shall not have any commitment or liability related to the Underlying Agreement, to any Third Party Participant at any tier, or to any other person or entity that is not a party (FTA or the Recipient) to the Underlying Agreement, and
 - (2) Notwithstanding that the Federal Government may have concurred in or approved any Solicitation or Third Party Agreement at any tier that may affect the Underlying Agreement, the Federal Government does not and shall not have any commitment or liability to any Third Party Participant or other entity or person that is not a party (FTA or the Recipient) to the Underlying Agreement.

Section 4. Ethics.

- f. False or Fraudulent Statements or Claims.
- (1) Civil Fraud. The Recipient acknowledges and agrees that:
 - (a) Federal laws, regulations, and requirements apply to itself and its Underlying Agreement, including the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq., and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. part 31.
 - (b) By executing the Underlying Agreement, the Recipient certifies and affirms to the Federal Government the truthfulness and accuracy of any claim, statement, submission, certification, assurance, affirmation, or representation that the Recipient provides to the Federal Government.
 - (c) The Federal Government may impose the penalties of the Program Fraud Civil Remedies Act of 1986, as amended, and other applicable penalties if the Recipient presents, submits, or makes available any false, fictitious, or fraudulent information.
 - (2) Criminal Fraud. The Recipient acknowledges that 49 U.S.C. § 5323(l)(1) authorizes the Federal Government to impose the penalties under 18 U.S.C. § 1001 if the Recipient provides a false, fictitious, or fraudulent claim, statement, submission, certification, assurance, or representation in connection with a federal public transportation program under 49 U.S.C. chapter 53 or any other applicable federal law.

Section 9. Record Retention and Access to Sites of Performance.

- c. Access to Recipient and Third Party Participant Records. The Recipient agrees and assures that each Subrecipient, if any, will agree to:
 - (1) Provide, and require its Third Party Participants at each tier to provide, sufficient access to inspect and audit records and information related to its Award, the accompanying Underlying Agreement, and any Amendments thereto to the U.S. Secretary of Transportation or the Secretary's duly authorized representatives, to the Comptroller General of the United States, and the Comptroller General's duly authorized representatives, and to the Recipient and each of its Subrecipients,
 - (2) Permit those individuals listed above to inspect all work and materials related to its Award, and to audit any information related to its Award under the control of the Recipient or Third Party Participant within books, records, accounts, or other locations, and
 - (3) Otherwise comply with 49 U.S.C. § 5325(g), and federal access to records requirements as set forth in the applicable U.S. DOT Common Rules.

Section 3. Implementation

- g. Application of Federal, State, and Local Laws, Regulations, Requirements, and Guidance. The Recipient agrees to comply with all applicable federal requirements and federal guidance. All standards or limits are minimum requirements when those standards or limits are included in the Recipient's Underlying Agreement, or this Master Agreement. At the time the FTA Authorized Official awards federal assistance to the Recipient in support of the Underlying Agreement, the federal requirements and guidance that apply then may be modified from time to time, and will apply to the Recipient or the accompanying Underlying Agreement.

Section 12. Civil Rights

- a. Civil Rights Requirements. The Recipient agrees that it must comply with applicable federal civil rights laws, regulations, and requirements, and follow applicable federal guidance, except as the Federal Government determines otherwise in writing. Therefore, unless a Recipient or a federal program, including the Tribal Transit Program or the Indian Tribe Recipient, is specifically exempted from a civil rights statute, FTA requires compliance with that civil rights statute, including compliance with equity in service.
- b. Nondiscrimination in Federal Public Transportation Programs. The Recipient agrees to, and assures that it and each Third Party Participant, will:
 - (1) Prohibit discrimination on the basis of race, color, religion, national origin, sex (including gender identity), disability, or age.
 - (2) Prohibit the:
 - (a) Exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332,
 - (b) Denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332, or

- (c) Discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in.

(3) Follow:

- (a) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance, and other applicable federal guidance that may be issued, but
- (b) FTA does not require an Indian Tribe to comply with FTA program-specific guidelines for Title VI when administering its Underlying Agreement supported with federal assistance under the Tribal Transit Program.

c. Nondiscrimination – Title VI of the Civil Rights Act. The Recipient agrees to, and assures that each Third Party Participant, will:

- (1) Prohibit discrimination on the basis of race, color, or national origin,

(2) Comply with:

- (a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d *et seq.*,
- (b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 C.F.R. part 21, and
- (c) Federal transit law, specifically 49 U.S.C. § 5332, and

(3) Follow:

- (a) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance,
- (b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3, and
- (c) All other applicable federal guidance that may be issued.

d. Equal Employment Opportunity.

- (1) Federal Requirements and Guidance. The Recipient agrees to, and assures that each Third Party Participant will, prohibit, discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin, and:

- (a) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.*,
- (b) Facilitate compliance with Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs,
- (c) Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement,
- (d) FTA Circular 4704.1 "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients," and

- (e) Follow other federal guidance pertaining to EEO laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability,
 - (2) Specifics. The Recipient agrees to, and assures that each Third Party Participant will:
 - (a) Prohibited Discrimination. Ensure that applicants for employment are employed and employees are treated during employment without discrimination on the basis of their race, color, religion, national origin, disability, age, sexual orientation, gender identity, or status as a parent, as provided in Executive Order No. 11246 and by any later Executive Order that amends or supersedes it, and as specified by U.S. Department of Labor regulations,
 - (b) Affirmative Action. Take affirmative action that includes, but is not limited to
 - 1 Recruitment advertising, recruitment, and employment,
 - 2 Rates of pay and other forms of compensation,
 - 3 Selection for training, including apprenticeship, and upgrading, and
 - 4 Transfers, demotions, layoffs, and terminations, but
 - (c) Indian Tribe. Recognize that Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer," and
 - (3) Equal Employment Opportunity Requirements for Construction Activities. Comply, when undertaking "construction" as recognized by the U.S. Department of Labor (U.S. DOL), with:
 - (a) U.S. DOL regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and
 - (b) Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note.
- e. Disadvantaged Business Enterprise. To the extent authorized by applicable federal laws, regulations, or requirements, the Recipient agrees to facilitate, and assures that each Third Party Participant will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as "Disadvantaged Business Enterprises" (DBEs), in the Underlying Agreement as follows:
- (1) Statutory and Regulatory Requirements. The Recipient agrees to comply with:
 - (a) Section 1101(b) of the FAST Act, 23 U.S.C. § 101 note,
 - (b) U.S. DOT regulations, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," 49 C.F.R. part 26, and
 - (c) Federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement.
 - (2) DBE Program Requirements. A Recipient that receives planning, capital and/or operating assistance and that will award prime third party contracts exceeding \$250,000 in a federal fiscal year must have a DBE program that is approved by FTA and meets the requirements of 49 C.F.R. part 26.
 - (3) Special Requirements for a Transit Vehicle Manufacturer (TVM). The Recipient agrees that:

- (a) TVM Certification. Each TVM, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, must certify that it has complied with the requirements of 49 C.F.R. part 26, and
 - (b) Reporting TVM Awards. Within 30 days of any third party contract award for a vehicle purchase, the Recipient must submit to FTA the name of the TVM contractor and the total dollar value of the third party contract, and notify FTA that this information has been attached to FTA's electronic award management system. The Recipient must also submit additional notifications if options are exercised in subsequent years to ensure that the TVM is still in good standing.
- (4) Assurance. As required by 49 C.F.R. § 26.13(a):
- (a) Recipient Assurance. The Recipient agrees and assures that:
 - 1 It must not discriminate on the basis of race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted contract, or in the administration of its DBE program or the requirements of 49 C.F.R. part 26,
 - 2 It must take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted contracts,
 - 3 Its DBE program, as required under 49 C.F.R. part 26 and as approved by U.S. DOT, is incorporated by reference and made part of the Underlying Agreement, and
 - 4 Implementation of its DBE program approved by U.S. DOT is a legal obligation and failure to carry out its terms shall be treated as a violation of this Master Agreement.
 - (b) Subrecipient/Third Party Contractor/Third Party Subcontractor Assurance. The Recipient agrees and assures that it will include the following assurance in each subagreement and third party contract it signs with a Subrecipient or Third Party Contractor and agrees to obtain the agreement of each of its Subrecipients, Third Party Contractors, and Third Party Subcontractors to include the following assurance in every subagreement and third party contract it signs:
 - 1 The Subrecipient, each Third Party Contractor, and each Third Party Subcontractor must not discriminate on the basis of race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subagreement, third party contract, and third party subcontract, as applicable, and the administration of its DBE program or the requirements of 49 C.F.R. part 26,
 - 2 The Subrecipient, each Third Party Contractor, and each Third Party Subcontractor must take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted subagreements, third party contracts, and third party subcontracts, as applicable,
 - 3 Failure by the Subrecipient and any of its Third Party Contractors or Third Party Subcontractors to carry out the requirements of this subparagraph 12.e(4)(b) is a material breach of this subagreement, third party contract, or third party subcontract, as applicable, and

- 4 The following remedies, or such other remedy as the Recipient deems appropriate, include, but are not limited to, withholding monthly progress payments; assessing sanctions; liquidated damages; and/or disqualifying the Subrecipient, Third Party Contractor, or Third Party Subcontractor from future bidding as non-responsible.
- (5) Remedies. Upon notification to the Recipient of its failure to carry out its approved program, FTA or U.S. DOT may impose sanctions as provided for under 49 C.F.R. part 26, and, in appropriate cases, refer the matter for enforcement under either or both 18 U.S.C. § 1001, and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*
- f. Nondiscrimination on the Basis of Sex. The Recipient agrees to comply with federal prohibitions against discrimination on the basis of sex, including:
- (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 *et seq.*,
 - (2) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 C.F.R. part 25, and
 - (3) Federal transit law, specifically 49 U.S.C. § 5332.
- g. Nondiscrimination on the Basis of Age. The Recipient agrees to comply with federal prohibitions against discrimination on the basis of age, including:
- (1) The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 – 634, which prohibits discrimination on the basis of age,
 - (2) U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, “Age Discrimination in Employment Act,” 29 C.F.R. part 1625,
 - (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, which prohibits discrimination against individuals on the basis of age in the administration of Programs, Projects, and related activities receiving federal assistance,
 - (4) U.S. Health and Human Services regulations, “Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance,” 45 C.F.R. part 90, and
 - (5) Federal transit law, specifically 49 U.S.C. § 5332.
- h. Nondiscrimination on the Basis of Disability. The Recipient agrees to comply with the following federal prohibitions against discrimination on the basis of disability:
- (1) Federal laws, including:
 - (a) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination on the basis of disability in the administration of federally assisted Programs, Projects, or activities,
 - (b) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101 *et seq.*, which requires that accessible facilities and services be made available to individuals with disabilities:
 - 1 For FTA Recipients generally, Titles I, II, and III of the ADA apply, but

- 2 For Indian Tribes, Titles II and III of the ADA apply, but Title I of the ADA does not apply because it exempts Indian Tribes from the definition of “employer,”
- (c) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 *et seq.*, which requires that buildings and public accommodations be accessible to individuals with disabilities,
 - (d) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination, and
 - (e) Other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities.
- (2) Federal regulations and guidance, including:
- (a) U.S. DOT regulations, “Transportation Services for Individuals with Disabilities (ADA),” 49 C.F.R. part 37,
 - (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance,” 49 C.F.R. part 27,
 - (c) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, “Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles,” 36 C.F.R. part 1192 and 49 C.F.R. part 38,
 - (d) U.S. DOT regulations, “Transportation for Individuals with Disabilities: Passenger Vessels,” 49 C.F.R. part 39,
 - (e) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability in State and Local Government Services,” 28 C.F.R. part 35,
 - (f) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities,” 28 C.F.R. part 36,
 - (g) U.S. EEOC, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 C.F.R. part 1630,
 - (h) U.S. Federal Communications Commission regulations, “Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities,” 47 C.F.R. part 64, Subpart F,
 - (i) U.S. ATBCB regulations, “Electronic and Information Technology Accessibility Standards,” 36 C.F.R. part 1194,
 - (j) FTA regulations, “Transportation for Elderly and Handicapped Persons,” 49 C.F.R. part 609,
 - (k) FTA Circular 4710.1, “Americans with Disabilities Act: Guidance,” and
 - (l) Other applicable federal civil rights and nondiscrimination regulations and guidance.
- i. Drug or Alcohol Abuse – Confidentiality and Other Civil Rights Protections. The Recipient agrees to comply with the confidentiality and civil rights protections of:
- (1) The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 *et seq.*,
 - (2) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. § 4541 *et seq.*, and
 - (3) The Public Health Service Act, as amended, 42 U.S.C. §§ 290dd – 290dd-2.

- j. **Access to Services for Persons with Limited English Proficiency.** The Recipient agrees to promote accessibility of public transportation services to persons with limited understanding of English by following:
 - (1) Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," August 11, 2000, 42 U.S.C. § 2000d-1 note, and
 - (2) U.S. DOT Notice, "DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency (LEP) Persons," 70 *Fed. Reg.* 74087, December 14, 2005.
- k. **Other Nondiscrimination Laws, Regulations, Requirements, and Guidance.** The Recipient agrees to comply with other applicable federal nondiscrimination laws, regulations, and requirements, and follow federal guidance prohibiting discrimination.
- l. **Remedies.** Remedies for failure to comply with applicable federal Civil Rights laws, regulations, requirements, and guidance may be enforced as provided in those federal laws, regulations, or requirements.

Section 26. Environmental Protections.

- j. **Energy Conservation.** The Recipient agrees to, and assures that its Subrecipients, if any, will comply with the mandatory energy standards and policies of its state energy conservation plans under the Energy Policy and Conservation Act, as amended, 42 U.S.C. § 6321 *et seq.*, and perform an energy assessment for any building constructed, reconstructed, or modified with federal assistance required under FTA regulations, "Requirements for Energy Assessments," 49 C.F.R. part 622, subpart C.

Section 11. Right of the Federal Government to Terminate.

- a. **Justification.** After providing written notice to the Recipient, the Recipient agrees that the Federal Government may suspend, suspend then terminate, or terminate all or any part of the federal assistance for the Award if:
 - (1) The Recipient has failed to make reasonable progress implementing the Award,
 - (2) The Federal Government determines that continuing to provide federal assistance to support the Award does not adequately serve the purposes of the law authorizing the Award, or
 - (3) The Recipient has violated the terms of the Underlying Agreement, especially if that violation would endanger substantial performance of the Underlying Agreement.
- b. **Financial Implications.** In general, termination of federal assistance for the Award will not invalidate obligations properly incurred before the termination date to the extent that the obligations cannot be canceled. The Federal Government may recover the federal assistance it has provided for the Award, including the federal assistance for obligations properly incurred before the termination date if it determines that the Recipient has misused its federal assistance by failing to make adequate progress, failing to make appropriate use of the Project property, or failing to comply with the Underlying Agreement, and require the Recipient to refund the entire amount or a lesser amount, as

the Federal Government may determine including obligations properly incurred before the termination date.

- c. Expiration of the Period of Performance. Except for a Full Funding Grant Agreement, expiration of any period of performance established for the Award does not, by itself, constitute an expiration or termination of the Award; FTA may extend the period of performance to assure that each Formula Project or related activities and each Project or related activities funded with “no year” funds can receive FTA assistance to the extent FTA deems appropriate.


Incorporation of FTA Terms

The preceding provisions include, in part, certain Standard Terms and Conditions required by U.S. DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by U.S. DOT, as set forth in the Federal Transit Administration (FTA) Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any grantee’s requests which would cause grantee to be in violation of the FTA terms and conditions.

Evansville Metropolitan Planning Organization
Policy Committee



Jack Corn, Jr., Chairperson

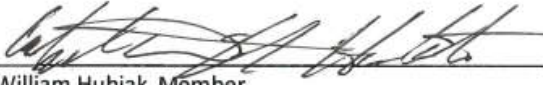

Russell Sights, Vice Chairperson

Mayor Lloyd Winnecke, Member

Dr. H. Dan Adams, Member

Bruce Ungethiem, Member


Angela Koehler Lindsey, Member



Christy Powell, Member

Dan Saylor, Member

William Hubiak, Member


Joe Kiefer II, Member


Todd M. Robertson, Member


Rusty Fowler, Member


Wade Clements, Member

MPO/HART FY 2018 MOA

Attest By:

Seyed Shokouhzadeh, Executive Director

Date: 6/1/17

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City of Henderson, Kentucky


Russell Sights, Henderson City Manager

Date: 6/1/17

**Memorandum of Agreement Between the
Evansville Metropolitan Planning Organization
and the
Metropolitan Evansville Transit System**

This Agreement is made between the Evansville Metropolitan Planning Organization (EMPO) and the Metropolitan Evansville Transit System (METS) acting by and through the City of Evansville Board of Public Works (BPW).

WHEREAS, the EMPO is the designated Metropolitan Planning Organization (MPO) for the Evansville Metropolitan Area (MPA); and

WHEREAS, METS is the Public Transit Operator in the City of Evansville, Indiana; and

WHEREASE, METS and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for METS in exchange for the EMPO being compensated by METS in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00).

The EMPO agrees to perform the following activities for METS in the EMPO Fiscal Year 2018:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the METS annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307) and Bus and Bus Facilities Formula Grant (Section 5339) applications. This responsibility also includes the publication of the Program of Projects and the public participation requirements for both grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
2. The EMPO will prepare and submit non-formula grants for METS, which may include but are not limited to, the FTA Mobility of Seniors and Individuals with Disabilities Program (Section 5310) and the FHWA/FTA Congestion Mitigation and Air Quality Improvement Program (CMAQ) grants. This responsibility also includes the publication of the Program of Projects and the public participation requirements for FTA grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
3. The EMPO will work with METS to complete annual Certifications and Assurances in TrAMS and the Master Agreement.
4. The EMPO will provide technical assistance to METS regarding the TrAMS internet based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by METS and/or the City of Evansville Department of Transportation and Services.
5. The EMPO will provide technical assistance to METS during the Triennial Review and act as a liaison with FTA Region V.

6. The EMPO will provide specialized transit planning assistance to METS as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests.
7. The EMPO will provide assistance to METS in locating various sources of State and Federal funding.
8. The EMPO will provide assistance to METS in preparing and updating METS' Title VI Program, Public Participation Plan, Limited English Proficiency Plan, Safety Program, and the Transit Asset Management Plan.

METS agrees to provide the following information/assistance to the MPO in Fiscal Year 2018:

1. METS will request available FTA funding amounts from the MPO prior to developing their CY 2018 budget. If full year apportionment data is not yet available from the FTA, the CY 2018 budget will need to be based on estimated totals until full year apportionment amounts are available.
2. METS will submit their CY 2018 budget, including all funding sources, to EMPO staff prior to January 1, 2018 in order to complete the request in TrAMS by the FTA's TrAMS submittal deadline of June 1, 2018.
3. METS will provide the EMPO additional information and clarification regarding their CY 2018 budget as needed, in order to complete the grant submission on schedule.
4. METS will provide information and assistance to EMPO staff regarding public meetings, including but not limited to, attendance at public meetings to answer public questions and placing EMPO staff on the Board of Public Works (BPW) meeting agenda when requested in order for EMPO staff to gain BPW approval to submit grants in TrAMS.
5. METS will ensure that appropriate City staff sign the Certifications and Assurances within one month of notice of availability of Certifications and Assurances.

Time of Performance

This Agreement shall commence on July 1, 2017 and conclude on June 30, 2018. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program (UPWP). A new Agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2018.

Compensation and Method of Payment

This Agreement for services performed is subject to the maximum compensation set forth in the Unified Planning Work Program (UPWP). The total amount due to the EMPO under this agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500.00), which shall be divided into installments and paid quarterly upon METS receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period of service.

Counterpart of the Agreement

This Agreement shall be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

Notice

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

METS
601 John Street
Evansville, Indiana 47713

Evansville MPO
One NW Martin Luther King, Jr. Blvd
Room 316
Evansville, Indiana 47708

The following clauses are from the FTA Master Agreement (23) dated October 1, 2016 and all section references correspond to those within the FTA Master Agreement. All services in this agreement will be conducted in accordance with the following clauses:

Section 3. Implementation.

- I. No Federal Government Commitment or Liability to Third Parties. Except as the Federal Government expressly consents in writing, the Recipient agrees that:
- (1) The Federal Government does not and shall not have any commitment or liability related to the Underlying Agreement, to any Third Party Participant at any tier, or to any other person or entity that is not a party (FTA or the Recipient) to the Underlying Agreement, and
 - (2) Notwithstanding that the Federal Government may have concurred in or approved any Solicitation or Third Party Agreement at any tier that may affect the Underlying Agreement, the Federal Government does not and shall not have any commitment or liability to any Third Party Participant or other entity or person that is not a party (FTA or the Recipient) to the Underlying Agreement.

Section 4. Ethics.

- f. False or Fraudulent Statements or Claims.
- (1) Civil Fraud. The Recipient acknowledges and agrees that:
 - (a) Federal laws, regulations, and requirements apply to itself and its Underlying Agreement, including the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq., and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. part 31.
 - (b) By executing the Underlying Agreement, the Recipient certifies and affirms to the Federal Government the truthfulness and accuracy of any claim, statement, submission, certification, assurance, affirmation, or representation that the Recipient provides to the Federal Government.
 - (c) The Federal Government may impose the penalties of the Program Fraud Civil Remedies Act of 1986, as amended, and other applicable penalties if the Recipient presents, submits, or makes available any false, fictitious, or fraudulent information.
 - (2) Criminal Fraud. The Recipient acknowledges that 49 U.S.C. § 5323(l)(1) authorizes the Federal Government to impose the penalties under 18 U.S.C. § 1001 if the Recipient provides a false, fictitious, or fraudulent claim, statement, submission, certification, assurance, or representation in connection with a federal public transportation program under 49 U.S.C. chapter 53 or any other applicable federal law.

Section 9. Record Retention and Access to Sites of Performance.

- c. Access to Recipient and Third Party Participant Records. The Recipient agrees and assures that each Subrecipient, if any, will agree to:
 - (1) Provide, and require its Third Party Participants at each tier to provide, sufficient access to inspect and audit records and information related to its Award, the accompanying Underlying Agreement, and any Amendments thereto to the U.S. Secretary of Transportation or the Secretary's duly authorized representatives, to the Comptroller General of the United States, and the Comptroller General's duly authorized representatives, and to the Recipient and each of its Subrecipients,
 - (2) Permit those individuals listed above to inspect all work and materials related to its Award, and to audit any information related to its Award under the control of the Recipient or Third Party Participant within books, records, accounts, or other locations, and
 - (3) Otherwise comply with 49 U.S.C. § 5325(g), and federal access to records requirements as set forth in the applicable U.S. DOT Common Rules.

Section 3. Implementation

- g. Application of Federal, State, and Local Laws, Regulations, Requirements, and Guidance. The Recipient agrees to comply with all applicable federal requirements and federal guidance. All standards or limits are minimum requirements when those standards or limits are included in the Recipient's Underlying Agreement, or this Master Agreement. At the time the FTA Authorized Official awards federal assistance to the Recipient in support of the Underlying Agreement, the federal requirements and guidance that apply then may be modified from time to time, and will apply to the Recipient or the accompanying Underlying Agreement.

Section 12. Civil Rights

- a. Civil Rights Requirements. The Recipient agrees that it must comply with applicable federal civil rights laws, regulations, and requirements, and follow applicable federal guidance, except as the Federal Government determines otherwise in writing. Therefore, unless a Recipient or a federal program, including the Tribal Transit Program or the Indian Tribe Recipient, is specifically exempted from a civil rights statute, FTA requires compliance with that civil rights statute, including compliance with equity in service.
- b. Nondiscrimination in Federal Public Transportation Programs. The Recipient agrees to, and assures that it and each Third Party Participant, will:
 - (1) Prohibit discrimination on the basis of race, color, religion, national origin, sex (including gender identity), disability, or age.
 - (2) Prohibit the:
 - (a) Exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332,

- (b) Denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332, or
 - (c) Discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in.
- (3) Follow:
- (a) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance, and other applicable federal guidance that may be issued, but
 - (b) FTA does not require an Indian Tribe to comply with FTA program-specific guidelines for Title VI when administering its Underlying Agreement supported with federal assistance under the Tribal Transit Program.
- c. Nondiscrimination – Title VI of the Civil Rights Act. The Recipient agrees to, and assures that each Third Party Participant, will:
- (1) Prohibit discrimination on the basis of race, color, or national origin,
 - (2) Comply with:
 - (a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d *et seq.*,
 - (b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 C.F.R. part 21, and
 - (c) Federal transit law, specifically 49 U.S.C. § 5332, and
 - (3) Follow:
 - (a) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance,
 - (b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3, and
 - (c) All other applicable federal guidance that may be issued.
- d. Equal Employment Opportunity.
- (1) Federal Requirements and Guidance. The Recipient agrees to, and assures that each Third Party Participant will, prohibit, discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin, and:
 - (a) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.*,
 - (b) Facilitate compliance with Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs,
 - (c) Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement,

- (d) FTA Circular 4704.1 “Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients,” and
 - (e) Follow other federal guidance pertaining to EEO laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability,
- (2) Specifics. The Recipient agrees to, and assures that each Third Party Participant will:
- (a) Prohibited Discrimination. Ensure that applicants for employment are employed and employees are treated during employment without discrimination on the basis of their race, color, religion, national origin, disability, age, sexual orientation, gender identity, or status as a parent, as provided in Executive Order No. 11246 and by any later Executive Order that amends or supersedes it, and as specified by U.S. Department of Labor regulations,
 - (b) Affirmative Action. Take affirmative action that includes, but is not limited to
 - 1 Recruitment advertising, recruitment, and employment,
 - 2 Rates of pay and other forms of compensation,
 - 3 Selection for training, including apprenticeship, and upgrading, and
 - 4 Transfers, demotions, layoffs, and terminations, but
 - (c) Indian Tribe. Recognize that Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of “Employer,” and
- (3) Equal Employment Opportunity Requirements for Construction Activities. Comply, when undertaking “construction” as recognized by the U.S. Department of Labor (U.S. DOL), with:
- (a) U.S. DOL regulations, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” 41 C.F.R. chapter 60, and
 - (b) Executive Order No. 11246, “Equal Employment Opportunity in Federal Employment,” September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note.
- e. Disadvantaged Business Enterprise. To the extent authorized by applicable federal laws, regulations, or requirements, the Recipient agrees to facilitate, and assures that each Third Party Participant will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as “Disadvantaged Business Enterprises” (DBEs), in the Underlying Agreement as follows:
- (1) Statutory and Regulatory Requirements. The Recipient agrees to comply with:
 - (a) Section 1101(b) of the FAST Act, 23 U.S.C. § 101 note,
 - (b) U.S. DOT regulations, “Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs,” 49 C.F.R. part 26, and
 - (c) Federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement.
 - (2) DBE Program Requirements. A Recipient that receives planning, capital and/or operating assistance and that will award prime third party contracts exceeding \$250,000 in a federal fiscal

year must have a DBE program that is approved by FTA and meets the requirements of 49 C.F.R. part 26.

- (3) **Special Requirements for a Transit Vehicle Manufacturer (TVM)**. The Recipient agrees that:
- (a) **TVM Certification**. Each TVM, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, must certify that it has complied with the requirements of 49 C.F.R. part 26, and
 - (b) **Reporting TVM Awards**. Within 30 days of any third party contract award for a vehicle purchase, the Recipient must submit to FTA the name of the TVM contractor and the total dollar value of the third party contract, and notify FTA that this information has been attached to FTA's electronic award management system. The Recipient must also submit additional notifications if options are exercised in subsequent years to ensure that the TVM is still in good standing.
- (4) **Assurance**. As required by 49 C.F.R. § 26.13(a):
- (a) **Recipient Assurance**. The Recipient agrees and assures that:
 - 1 It must not discriminate on the basis of race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted contract, or in the administration of its DBE program or the requirements of 49 C.F.R. part 26,
 - 2 It must take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted contracts,
 - 3 Its DBE program, as required under 49 C.F.R. part 26 and as approved by U.S. DOT, is incorporated by reference and made part of the Underlying Agreement, and
 - 4 Implementation of its DBE program approved by U.S. DOT is a legal obligation and failure to carry out its terms shall be treated as a violation of this Master Agreement.
 - (b) **Subrecipient/Third Party Contractor/Third Party Subcontractor Assurance**. The Recipient agrees and assures that it will include the following assurance in each subagreement and third party contract it signs with a Subrecipient or Third Party Contractor and agrees to obtain the agreement of each of its Subrecipients, Third Party Contractors, and Third Party Subcontractors to include the following assurance in every subagreement and third party contract it signs:
 - 1 The Subrecipient, each Third Party Contractor, and each Third Party Subcontractor must not discriminate on the basis of race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subagreement, third party contract, and third party subcontract, as applicable, and the administration of its DBE program or the requirements of 49 C.F.R. part 26,
 - 2 The Subrecipient, each Third Party Contractor, and each Third Party Subcontractor must take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted subagreements, third party contracts, and third party subcontracts, as applicable,
 - 3 Failure by the Subrecipient and any of its Third Party Contractors or Third Party Subcontractors to carry out the requirements of this subparagraph 12.e(4)(b) is a

material breach of this subagreement, third party contract, or third party subcontract, as applicable, and

- 4 The following remedies, or such other remedy as the Recipient deems appropriate, include, but are not limited to, withholding monthly progress payments; assessing sanctions; liquidated damages; and/or disqualifying the Subrecipient, Third Party Contractor, or Third Party Subcontractor from future bidding as non-responsible.
- (5) Remedies. Upon notification to the Recipient of its failure to carry out its approved program, FTA or U.S. DOT may impose sanctions as provided for under 49 C.F.R. part 26, and, in appropriate cases, refer the matter for enforcement under either or both 18 U.S.C. § 1001, and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*
- f. Nondiscrimination on the Basis of Sex. The Recipient agrees to comply with federal prohibitions against discrimination on the basis of sex, including:
 - (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 *et seq.*,
 - (2) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 C.F.R. part 25, and
 - (3) Federal transit law, specifically 49 U.S.C. § 5332.
- g. Nondiscrimination on the Basis of Age. The Recipient agrees to comply with federal prohibitions against discrimination on the basis of age, including:
 - (1) The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 – 634, which prohibits discrimination on the basis of age,
 - (2) U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625,
 - (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, which prohibits discrimination against individuals on the basis of age in the administration of Programs, Projects, and related activities receiving federal assistance,
 - (4) U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, and
 - (5) Federal transit law, specifically 49 U.S.C. § 5332.
- h. Nondiscrimination on the Basis of Disability. The Recipient agrees to comply with the following federal prohibitions against discrimination on the basis of disability:
 - (1) Federal laws, including:
 - (a) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination on the basis of disability in the administration of federally assisted Programs, Projects, or activities,
 - (b) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101 *et seq.*, which requires that accessible facilities and services be made available to individuals with disabilities:

- 1 For FTA Recipients generally, Titles I, II, and III of the ADA apply, but
 - 2 For Indian Tribes, Titles II and III of the ADA apply, but Title I of the ADA does not apply because it exempts Indian Tribes from the definition of “employer,”
 - (c) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 *et seq.*, which requires that buildings and public accommodations be accessible to individuals with disabilities,
 - (d) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination, and
 - (e) Other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities.
- (2) Federal regulations and guidance, including:
- (a) U.S. DOT regulations, “Transportation Services for Individuals with Disabilities (ADA),” 49 C.F.R. part 37,
 - (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance,” 49 C.F.R. part 27,
 - (c) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, “Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles,” 36 C.F.R. part 1192 and 49 C.F.R. part 38,
 - (d) U.S. DOT regulations, “Transportation for Individuals with Disabilities: Passenger Vessels,” 49 C.F.R. part 39,
 - (e) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability in State and Local Government Services,” 28 C.F.R. part 35,
 - (f) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities,” 28 C.F.R. part 36,
 - (g) U.S. EEOC, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 C.F.R. part 1630,
 - (h) U.S. Federal Communications Commission regulations, “Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities,” 47 C.F.R. part 64, Subpart F,
 - (i) U.S. ATBCB regulations, “Electronic and Information Technology Accessibility Standards,” 36 C.F.R. part 1194,
 - (j) FTA regulations, “Transportation for Elderly and Handicapped Persons,” 49 C.F.R. part 609,
 - (k) FTA Circular 4710.1, “Americans with Disabilities Act: Guidance,” and
 - (l) Other applicable federal civil rights and nondiscrimination regulations and guidance.
- i. Drug or Alcohol Abuse – Confidentiality and Other Civil Rights Protections. The Recipient agrees to comply with the confidentiality and civil rights protections of:
- (1) The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 *et seq.*,
 - (2) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. § 4541 *et seq.*, and
 - (3) The Public Health Service Act, as amended, 42 U.S.C. §§ 290dd – 290dd-2.

- j. **Access to Services for Persons with Limited English Proficiency.** The Recipient agrees to promote accessibility of public transportation services to persons with limited understanding of English by following:
 - (1) Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," August 11, 2000, 42 U.S.C. § 2000d-1 note, and
 - (2) U.S. DOT Notice, "DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency (LEP) Persons," 70 *Fed. Reg.* 74087, December 14, 2005.
- k. **Other Nondiscrimination Laws, Regulations, Requirements, and Guidance.** The Recipient agrees to comply with other applicable federal nondiscrimination laws, regulations, and requirements, and follow federal guidance prohibiting discrimination.
- l. **Remedies.** Remedies for failure to comply with applicable federal Civil Rights laws, regulations, requirements, and guidance may be enforced as provided in those federal laws, regulations, or requirements.

Section 26. Environmental Protections.

- j. **Energy Conservation.** The Recipient agrees to, and assures that its Subrecipients, if any, will comply with the mandatory energy standards and policies of its state energy conservation plans under the Energy Policy and Conservation Act, as amended, 42 U.S.C. § 6321 *et seq.*, and perform an energy assessment for any building constructed, reconstructed, or modified with federal assistance required under FTA regulations, "Requirements for Energy Assessments," 49 C.F.R. part 622, subpart C.

Section 11. Right of the Federal Government to Terminate.

- a. **Justification.** After providing written notice to the Recipient, the Recipient agrees that the Federal Government may suspend, suspend then terminate, or terminate all or any part of the federal assistance for the Award if:
 - (1) The Recipient has failed to make reasonable progress implementing the Award,
 - (2) The Federal Government determines that continuing to provide federal assistance to support the Award does not adequately serve the purposes of the law authorizing the Award, or
 - (3) The Recipient has violated the terms of the Underlying Agreement, especially if that violation would endanger substantial performance of the Underlying Agreement.
- b. **Financial Implications.** In general, termination of federal assistance for the Award will not invalidate obligations properly incurred before the termination date to the extent that the obligations cannot be canceled. The Federal Government may recover the federal assistance it has provided for the Award, including the federal assistance for obligations properly incurred before the termination date if it determines that the Recipient has misused its federal assistance by failing to make

adequate progress, failing to make appropriate use of the Project property, or failing to comply with the Underlying Agreement, and require the Recipient to refund the entire amount or a lesser amount, as the Federal Government may determine including obligations properly incurred before the termination date.

- c. Expiration of the Period of Performance. Except for a Full Funding Grant Agreement, expiration of any period of performance established for the Award does not, by itself, constitute an expiration or termination of the Award; FTA may extend the period of performance to assure that each Formula Project or related activities and each Project or related activities funded with “no year” funds can receive FTA assistance to the extent FTA deems appropriate.

Incorporation of FTA Terms

The preceding provisions include, in part, certain Standard Terms and Conditions required by U.S. DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by U.S. DOT, as set forth in the Federal Transit Administration (FTA) Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any grantee’s requests which would cause grantee to be in violation of the FTA terms and conditions.

Evansville Metropolitan Planning Organization
Policy Committee

Jack Corn, Jr.
Jack Corn, Jr., Chairperson

Russell Sights
Russell Sights, Vice Chairperson

Mayor Lloyd Winnecke, Member

Dr. H. Dan Adams
Dr. H. Dan Adams, Member

Bruce Ungethiem, Member

Angela Koehler Lindsey
Angela Koehler Lindsey, Member

Christy Powell
Christy Powell, Member

Dan Saylor, Member

William Hubiak
William Hubiak, Member

Joe Kiefer II
Joe Kiefer II, Member

Todd M. Robertson
Todd M. Robertson, Member

Rusty Fowler
Rusty Fowler, Member

Wade Clements
Wade Clements, Member

MPO/METS FY 2018 MOA

Attest By:
Seyed Shokouhzadeh
Seyed Shokouhzadeh, Executive Director

Date: 6/1/17

.....

Metropolitan Evansville Transit System
Board of Public Works, City of Evansville



Marty Amsler
Marty Amsler, President

William Nix
William Nix, Vice President

Sharon Walker
Sharon Walker, Member

Attest By:
Darlene Kirkwood
Darlene Kirkwood

Date: 6-8-17



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
FAX: (317) 232-1499

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 08, 2018

Seyed Shokouhzadeh, Executive Director
Evansville Metropolitan Planning Organization
1 Northwest Martin Luther King Blvd.,
Evansville, Indiana 47708

Dear Mr. Shokouhzadeh,

INDOT has reviewed the FY 2019 Cost Allocation Plan presented by Evansville MPO for the period of July 1, 2018 through June 30, 2019.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the FY 2019 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	87.02%
Indirect	66.68%

Please feel free to contact me if you have any questions or concerns regarding these rates.

Sincerely,

Emmanuel I. Nsonwu
Transportation Planner
Technical Planning & Programming Division
Indiana Department of Transportation

CC: A. Johnson
R. Nunnally
J. Mitchell
File



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
FAX: (317) 232-1499

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 07, 2019

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Evansville Metropolitan Planning Organization
1 Northwest Martin Luther King Blvd.,
Evansville, Indiana 47708

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Emmanuel I. Nsonwu
Transportation Planner
Technical Planning & Programming Division
Indiana Department of Transportation

CC: R. Dirks
R. Nunnally
J. Mitchell
File

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Unified Planning Work Program Checklist

Item	Page Num	Comment	Regulation or Law Cited
1 FORMAT GUIDELINES			
Bound document			
Dated (left hand corner)			
Page numbers			
2 COVER/TITLE PAGE			
Name of MPO agency and area represented	coverpage		
FY of UPWP, contact information, web site	coverpage		
Agencies providing funds or support	coverpage		
3 INTRODUCTION/PREFACE			
Table of Contents	ii		
MPO Approval Resolution (signed)	iii		
Committee Members & Responsibilities	iv-v		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	iv-v		
Maps - MPO Planning, Urbanized & A.Q. Areas	21-22		[See 23 CFR 450.312]
Planning Factors	2		[See 23 CFR 450.306 (a)(1-8)]
UPWP - Definition of UPWP and purpose	1		[See 23 CFR 420.111]
4 WORK ELEMENTS* - Each Work Item should include the following:			
Work Element Number & Title			
Description, including Goals, Objectives and Products			23 CFR 420.111(b)(1) &
Schedule for Completion			23 CFR 450.308(c)
Agency Responsible			23 CFR 450.308(c)
Estimated Cost			23 CFR 420.111(e)
Funding Sources			23 CFR 450.308(c)
ISSUES TO ADDRESS (May be addressed under various work items listed below or as standalone work items)			
Safety/Security	8,9,12,13		
Resilience/Reliability (Consider KYTC evaluations of damage-prone areas)	12		23 CFR 667
Multimodal Planning			
-Freight	10, 11		
-Transit	14, 15		23 U.S.C. 134 (c)(2), i(2)(H)
-Bike/Pedestrian	14, 15		23 U.S.C. 134 (i)(6)(A), 135(f)(3)(A)
Travel Demand Modeling: Plan update, project analysis, report of housing and employment changes to KYTC. If not a standalone work item, include summary of modeling-related tasks.	8, 9, 12, 13		
Conformity Analysis	12, 13		
ITS Architecture	10, 11		23 CFR 640
Congestion Management Process (TMA's only)	8, 9		23 CFR 450.322
ADA Transition Plans	5, 6, 7		FHWA Civil Rights Guidance: www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12
ADMINISTRATION Work Element			
Major Purchases/Training/Audits	5, 6, 7		
General Committee Meetings	5, 6, 7		
Planning Agreement/Update as needed	5, 6, 7, 26-67		23 CFR 450.314
UNIFIED PLANNING WORK PROGRAM Work Element			
UPWP Development & Maintenance	5, 6, 7		23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	5, 6, 7		23 CFR 420.117(b)
PUBLIC INVOLVEMENT & REPORTING Work Element			
Participation Plan Development & Maintenance	5, 6, 7		23 CFR 450.316
Annual Listing of Obligated Projects	10, 11		23 CFR 450.334
DATA COLLECTION & ANALYSIS Work Element			
Census/Socioeconomic Data	8, 9		
Transportation Systems/Urban Boundaries	8, 9		
Performance Measures & Targets	12, 13		23 CFR 450.306(d)
Coordinate with Modal Branch on travel time segments; Access NPMRDS and begin analyzing data.	8, 9		
PROJECT IDENTIFICATION & PRIORITIZATION Work Element			
Identify and Update Projects in CHAF	10		
Assist with SHIFT Project Prioritization Activities	10		
Assist with CMAQ Prioritization (CMAQ-eligible areas only)	12, 13		
Dedicated-STP & Dedicated-TAP Project Selection (TMA's only)	10, 11		
TRANSPORTATION IMPROVEMENT PROGRAM Work Element			
TIP Development & Maintenance	10, 11		23 CFR 450.326
Incorporate Performance-Based Planning Requirements	12, 13		23 CFR 450.326(c) & (d)
METROPOLITAN TRANSPORTATION PLAN Work Element			
MTP Development & Maintenance	12, 13		23 CFR 450.324
Incorporate Performance-Based Planning Requirements	12, 13		23 CFR 450.324(f)(3) & (4)
TRANSIT Work Element pages 14-15			
SPECIAL STUDIES Work Element(s): Corridor studies, sub-area studies, etc. (as needed) pages 16 + 23			
5 UPWP SUMMARY			
Funding Sources & Matching Rates	17, 18		23 CFR 450.308(c) & 420.111(b)
Indirect Costs (if applicable)	19, 20		
Estimated Effort - Person-Weeks/Hours	17, 18		
Expenditures by Work Item & Funding Source	17, 18		
6 APPENDICES			
Planning Agreement	26-67		
CAP Approval Letter from KYTC (if charging indirect costs)	68-68b		
* The Work Elements organizational structure presented in this table is provided as an example only; MPOs may adjust the organizational structure to suit their needs.			

COMMENTS

Date	Received From	Comments	Addressed
4/2/2018	INDOT	Change STPBG to STBG	Ran a “find and replace”
4/2/2018	INDOT	Pg. 5 “televised tense to present”	Removed Televised as contract is not renewed
4/2/2018	INDOT	Move Appendix Pavement to an activity	Moved to 600 special projects
3/14/2018	FHWA KY	Pg. iv. Bernadette Dupont is the proxy for Thomas Nelson KY FHWA and John Moore is the proxy for Greg Thomas KYTC.	Added “proxy” at the end of the two proxies.
3/14/2018	FHWA KY	Pg. iv Leslie Poff is still acting for KYDAQ and a permanent contact has not been named. KY never had conformity problems with the MPO, consider removing from the list.	The MPO by-laws list KYDAQ as a member of the policy committee.
3/14/2018 3/29/2018	FHWA KY / KYTC	Pg. 2 FAST Act added 2 new planning factors (23. CFR 450.306)	Added planning factors 9 & 10
3/14/2018	FHWA KY	Pg. 3 Were there no PEAs from FTA?	IN FHWA included FTA PEAs in their letter.
3/14/2018	FHWA KY	Pg. 7 Really like your Budget Summary Table	☺
3/14/2018	FHWA KY	Pg. 7 Periodic Review of the Participation Plan for effectiveness (23 CFR 450.216 (a) (1) (x))	Added this activity on pg. 6
3/14/2018	FHWA KY	Pg. 11 Products – self Certification Statement to be included with TIP.	Added this product
3/14/2018	FHWA KY	Pg. 11 Add (TIP description) – listing/indication of which projects support the Targets listed in the MTP.	Added this statement to the TIP description.
3/14/2018	FHWA KY	Pg. 13 INDOT Corridor Studies – Most MPOs add their studies into their UPWPs or their TIPS not into the MTP. Consider moving to Task 600.	No change: the INDOT studies will be used to make long range planning decisions.
3/29/2018	KYTC	Page iii revise CAAA, revise to read Clean Air Act (CAA).	Will spell it out in future, third A is amendments.
3/29/2018	KYTC	Page iii revise date	No Change, Policy endorsed.
3/29/2018	KYTC	Page 3 Revise FHWA to Federal Highway Administration (FHWA)	Made change

3/29/2018	KYTC	Page 5. Task 100 – header needs space	Made change
3/29/2018	KYTC	Page 5 – recent accomplishments add title to “finalized handbook”	Made Change Evansville MPO Employee Handbook
3/29/2018	KYTC	TASK 200, Final Products. Listed as part of the final products are Data files (traffic counts, GPS locations, turning movements) Traffic Volumes maps, Premium Rural Countywide traffic counts including RR crossings and GPS locations. How will this data will be share? What are the specific title of products?	Sent KYTC a link to the EMPO website showing the traffic counts and traffic volume maps. Added to products “Interactive traffic volume map and traffic counts available on the website to the public”
3/29/2018	KYTC	Page 10 - Task 300, Short Range Planning / Management Systems. Continue to monitor and plan for freight related travel, however, there is not a specific product related to this. (Example - Identify Urban Freight Corridors and Critical Rural Freight Corridors in the state portion of the National Highway Freight Network and consult with state freight staff, there a specific notification?).	Added freight-related products such as “Freight Database “ and “Freight Volume Map” and “Freight GIS layer”
3/29/2018	KYTC	Page 12 - Task 400 Long Range Planning. In the activities, bullet number five (5) from the bottom, “the Development of Multi Modal Plans.” However, there are no specific products listed. What are those Multi-Modal Plans?	The MTP 2045 Update is the major multi-modal plan including every mode of transportation. Task 500 includes plans that are mode specific such as bicycle or transit.
3/29/2018	KYTC	Page Task 500 Transit And Active Transportation. Can you share the Bicycle and Pedestrian Counts Program, including data submittal to the National database with KYTC?	Yes, gave KYTC contact information.
3/29/2018	KYTC	Budget Summary. Revise to include in your budget summary specific man hours per state, not only total hours.	Will make this change in following years, it’s based on the percentage of funding.
3/29/2018	KYTC	Table of Contents, Listed Emphasis Area and budget tables need to be revised to adjust formatting.	Did not change, format was designed to be the way it is.
3/29/2018	KYTC	UPWP was well organized and presented	☺

COMMENTS (CON'T)

3/11/19	KY FHWA /FTA 4	Page iv. Change KDAQ Leslie Poff to Melissa Duff	Changed
3/11/19	KY FHWA/ FTA 4	p.4 Change line 1 to KY's FY 2020 PEAs	Changed to "FY 2019 & FY 2020 PEAs Kentucky" (since it's a 2-year document)
3/11/19	KY FHWA/ FTA 4	p.4 identify PEAs by State. Add "Indiana" in front of the 2020 PEAs.	Changed to "FY 2020 PEAs Indiana"
3/27/2019	INDOT	P 15 : Task 500 Budget Summary; since EMPO is not a direct recipient of FTA 5307 funding, provide an explanation concerning the source of the \$10,000 in 5307 and the mechanism of how EMPO receives the funding. Is METS providing a planning grant to EMPO?	Added a bullet point under the funding table on page 15 that states that the grants are through FTA to METS and HART.