

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street, Omaha
(402) 444-6866

BOARD OF DIRECTORS MEETING
Thursday, September 29, 2016
1:30 p.m.

AGENDA

This meeting of the Metropolitan Area Planning Agency Board of Directors will be conducted in compliance with the Nebraska Statutes of the Open Meeting Act. For reference, the Open Meeting Act is posted on the wall of the Board Room.

- A. ROLL CALL / INTRODUCTIONS
- B. BOARD MINUTES of the August 31, 2016 meeting. (ACTION) [Item B](#)
- C. FINANCE COMMITTEE MINUTES of the September 21, 2016 meeting. (ACTION) [Item C](#)
- D. AGENCY REPORTS & PRESENTATIONS – (INFO)
 - 1. Build Nebraska Act Presentation – Brandie Neeman, NDOR Planning and Project Development Manager
 - 2. Executive Director’s Report
 - a. Monthly Report [Item D.2.a](#)
 - 3. Heartland 2050 Report
- E. PUBLIC COMMENTS – See Footnote
- F. CONSENT AGENDA – (ACTION)

Any individual item may be removed by a Board Member for special discussion and consideration. Unless there is an exception, these items will be approved as one with a single vote of the Board of Directors.

- 1. CONTRACT FINAL PAYMENTS – Douglas County GIS – NIROC Project - \$8,000 [Item F.1](#)
- 2. CONTRACT AMENDMENTS – Heartland Family Services – Extension of Time [Item F.2](#)

G. OLD BUSINESS

1. TTAC SURFACE TRANSPORTATION BLOCK GRANT PROGRAM POLICY GUIDE (STPBG) AMENDMENT – (ACTION) [Item G.1](#)

The Board will consider approval for sub-allocation of Surface Transportation Program Block Grant (STPBG) funding to the Heartland 2050 program for projects submitted and approved annually through the TIP process. This process will be included as part of the TTAC Surface Transportation Block Grant Program policy guide.

H. NEW BUSINESS

1. CONFLICT OF INTEREST STATEMENT – (ACTION) [Item H.1](#)

The Board will consider the recommendation that each board member read and sign the Conflict of Interest Disclosure Form for LPAs annually.

I. ADDITIONAL BUSINESS

J. DISCUSSION

K. ADJOURNMENT

Future Meetings:

Council of Officials Annual Dinner – Bellevue, NE - Wednesday, October 5, 2016

Finance Committee: Wednesday, October 19, 2016

Board of Directors: Thursday, October 27, 2016

* Individuals interested in addressing the MAPA Board of Directors during the Public Comment period about agenda items should identify themselves by name and address before speaking. Individuals interested in addressing the MAPA Board of Directors regarding non-agenda items must sign the request to speak list located in the Board Room prior to the beginning of the meeting.

Requests to speak may also be made to MAPA in writing by regular U.S. mail or email (mapa@mapacog.org) provided that requests are received by close of business on the day prior to the meeting. Speakers will be limited to three minutes. The presiding officer shall have authority to limit discussion or presentation by members and non-members of the Board of Directors or to take other appropriate actions necessary to conduct all business in an orderly manner.



**OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
BOARD OF DIRECTORS REGULAR MEETING**

Minutes
August 31, 2016

The Board of Directors met at the MAPA offices, 2222 Cuming Street, Omaha. Chairwoman Sanders called the meeting to order at 1:30 p.m.

A. ROLL CALL/INTRODUCTIONS

Members/Officers

Present

Patrick Bloomingdale	MAPA Secretary/Treasurer, Douglas County
Ben Gray	Omaha City Council
Ron Kohn	IA Small Cities/Counties Representative (Mills County Board of Supervisors)
Tom Richards	Sarpy County Commissioner
Rita Sanders	Mayor, City of Bellevue
Jean Stothert (arrived @1:35 p.m.)	Mayor, City of Omaha

Members/Officers Absent

Clare Duda	Douglas County Commissioner
Tom Hanafan	Pottawattamie County Board of Supervisors
Doug Kindig	NE Small Cities/Counties Representative (Mayor, City of La Vista)
Matt Walsh	Mayor, City of Council Bluffs

Guests

John Yochum	City of Ralston
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MAPA Staff

Court Barber	Christina Brownell	Sue Cutsforth	Lynn Dittmer
Melissa Engel	Michael Felschow	Mike Helgerson	Karna Loewenstein
Patti McCoy	Megan Walker	Greg Youell	

Chairwoman Sanders requested approval from the Board of Directors to amend the agenda to add an additional item as emergency business under Item I: Additional Business – 2040 Long Range Transportation Plan (LRTP) Amendment #4 Public Comment Period.

MOTION by Bloomingdale, SECOND by Gray to approve the amendment to the agenda with the addition of Item I: 2040 Long Range Transportation Plan (LRTP) Amendment #4 Public Comment Period.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

B. APPROVAL OF THE MINUTES of the July 28, 2016 meeting – (Action)

MOTION by Gray, SECOND by Kohn to approve the minutes of the July 28, 2016 meeting of the Board of Directors.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

Approved by _____
Patrick Bloomingdale, Secretary/Treasurer

C. APPROVAL OF FINANCE COMMITTEE MINUTES AND REPORT – (Action)

Mr. Patrick Bloomingdale reported that the Finance Committee met on August 17, 2016 and approved bills for July, reviewed June financial statements and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Richards, SECOND by Gray to approve the minutes of the August 17, 2016 Finance Committee meeting.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

D. AGENCY REPORTS

1. Monthly Report – (Info)

Mr. Greg Youell provided an update to the Board on MAPA activities for the month of August. The Little Steps Big Impact program is traveling to schools in the area to teach grade school classes about air quality and the impacts of ground-level ozone. Classes are given hand-held monitors that detect ozone levels which they use to monitor during student pick up times. An event was held on August 18th at the Mall of the Bluffs to celebrate the signing of the Traffic Incident Management Memorandum of Understanding (MOU). Some MAPA staff members participated in a public participation workshop that was sponsored by the Douglas County Health Department. Mr. Youell and Ms. Loewenstein attended a half-day workshop that was held for senior level staff and a full five-day training was held for staff in June and August. Mr. Youell along with Jeff Spiehs and Zack Mannheimer will be on KETV's Chronicle show on Sunday, September 3rd to talk about walkable communities. Mr. Youell acknowledged two staff members, Patti McCoy and Lynn Dittmer for 10 years of service at MAPA.

2. Heartland 2050 Report – (Info)

Ms. Karna Loewenstein provided an update to the Board on Heartland 2050 (H2050) activities. The Summer Summit was a success and there were 315 in attendance. There were 80 attendees at the reception the night before and a luncheon was held at City Hall in Omaha after the Summit with representatives from the City of Omaha, Douglas County and Mr. Speck in attendance. Ms. Loewenstein announced that H2050 would be kicking off the first of the Speaker Series in September with Mr. Zach Mannheimer. Mr. Mannheimer was instrumental in starting the Des Moines Social Club. The event will include walkability and begins with check-in at No More Empty Cups on 10th Street and will include a 0.7 walk to Bancroft Street Market with interactive happenings along the way. Upon arriving at the Market, registered attendees will have a \$5 voucher for food trucks and two drink tickets at check in. Mr. Mannheimer will then speak to the group about the H2050 project. Staff is planning a learning visit to Salt Lake City, October 19 – 21. A team of 20 people will get to see and experience Salt Lake City's robust transit system and get a first-hand look at a successful regional planning effort, Envision Utah.

3. Conflict of Interest Statement – Jennifer Taylor, Assistant City Attorney of the City of Omaha

Ms. Taylor presented the Conflict of Interest Disclosure Form to the Board of Directors. Ms. Taylor's presentation was to provide an explanation to the Board of the concept of "Conflict of Interest" and to answer any questions regarding the disclosure form and participation on the Board. Two things that should be considered when looking at conflict of interest is that whether or not the representative, as a member of the Board or agency, has a personal or financial interest in a contract or a business that has a contract that is coming before the Board for a vote. Conflict of interest is not whether or not the board member has an interest that is representative of the official's city government or branch of government that is shared with the public as a whole. Conflict of interest is whether or not the individual themselves has an interest in a business (or a family member has an interest in a business) that would personally or financially benefit from an award of a contract for goods or services from the agency. If that is the case, then the member would need to disclose the conflict and likely recuse themselves from deliberations or voting on any award for a contract. Ms. Taylor stated that if you feel as if you have a conflict, at the very least, you should disclose it. If you have a question as

to whether or not you have a conflict and whether or not you should disclose, you should at least ask someone. If it is something that cannot be determined by the legal department through the state statutes, a request will then be sent to the Professional Accountability Disclosure Commission and they will give an opinion. It was requested by the agency that all Board Members review the "Conflict of Interest Guidance Document" found on the NDOR website and the conflict of interest laws listed in the "Public Accountability and Disclosures Act". Section 49-1401 to 1444 are the definitions in that act and would assist in determining whether or not someone qualifies as a Public Official. Section 49-1493 to 14,104 list the conflict of interest statutes. Mr. Youell stated that MAPA will be bringing this policy to the Board for approval in September to add the Conflict of Interest statement to our policies.

E. PUBLIC COMMENT –

None.

F. CONSENT AGENDA –

1. Contract Final Payments –

- a. Douglas County GIS - \$21,453.27
- b. The New BLK - \$7,560.00
- c. TripSpark - \$13,536.00
- d. Metro - \$22,422.90
- e. Black Hills Works – not to exceed \$8,729.00

2. Contract Amendments – Black Hills Works – Increase to \$56,166 (a \$5,000 increase)

MOTION by Richards, SECOND by Stothert to approve all items listed on the Consent Agenda.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

G. OLD BUSINESS

1. Sarpy County Sewer Study – (Action)

Mr. Greg Youell presented to the Board for approval of \$10,000 support towards the Sarpy County Sewer Study. The first phase of the study is complete and they are now looking at moving forward with the second phase of the study. Mr. Youell mentioned that there have been some questions as to whether or not the 2nd Phase of the study will move forward and noted that MAPA will not release the funds until the agency knows with certainty that the 2nd phase is moving forward.

MOTION by Gray, SECOND by Stothert to approve \$10,000 of support to the Sarpy County Sewer Study.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. 2040 Long Range Transportation Plan (LRTP) Amendment #3 – (Action)

Mr. Helgeson presented amendment LRTP Amendment #3 to the Board for approval. The amendment includes changes to 8 NDOR projects and one City of Omaha project.

MOTION by Kohn, SECOND by Stothert to approve LRTP Amendment #3.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

3. FY 2016 – 2017 Transportation Improvement Program (TIP) Amendment #13 –

Mr. Mike Helgerson presented the FY 2016 – 2019 TIP amendment #13 to the Board for approval. The amendment will ensure that the changes listed in the LRTP are listed in the TIP to ensure the documents are consistent. There is an additional change to 2014 Omaha Resurfacing Package, this project was paid for with local funds in 2014. The city resurfaced a number of federal-aid eligible roadways making them eligible for reimbursement at a later date when funding was available. There is funding available at this time so those funds will be provided to the City of Omaha.

MOTION by Gray, SECOND by Stothert to approve the FY 2016 – 2019 Transportation Improvement Program (TIP) Amendment #13.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

4. Purchasing Procedure Policy –

Mr. Youell presented the updated Purchasing Procedure Policy to the Board for approval. MAPA worked with Douglas County to better distinguish competitive bidding and the purchase of ‘goods and non-professional services’ versus ‘professional services’. The policy followed Nebraska State Purchasing closely.

MOTION by Richards, SECOND by Gray to approve amended Purchasing Procedure Policy.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

H. NEW BUSINESS

1. Travel – (Action)

Mr. Youell presented to the Board for approval a travel request for a team of 20 to travel to Salt Lake City, Utah in October for the Heartland 2050 project. The agency would contribute \$5,000 from transportation funds and the remaining \$25,000 would come from the Peter Kiewit Foundation and Iowa West Foundation grants.

MOTION by Kohn, SECOND by Stothert to approve travel to Salt Lake City, Utah.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

I. ADDITIONAL BUSINESS

1. Long Range Transportation Plan (LRTP) Amendment #4 – (Action)

Ms. Megan Walker presented to the Board for approval LRTP Amendment #4 to go to a 30-day public comment period.

MOTION by Gray, SECOND by Kohn to approve the LRTP Amendment 30-day public comment period.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

J. DISCUSSION

None.

K. ADJOURNMENT

Chairwoman Sanders adjourned the meeting at 2:05 p.m.

METROPOLITAN AREA PLANNING AGENCY

2222 Cuming Street
Omaha NE 68102-4328
Finance Committee
September 21, 2016

The MAPA Finance Committee met September 21, 2016, in the MAPA conference room. Patrick Bloomingdale called the meeting to order at 8:30 a.m.

ROLL CALL

Members Present

Patrick Bloomingdale, Secretary/Treasurer
Clare Duda, Douglas County
Ron Kohn Mills County
Carl Lorenzen, Washington County

Staff

Natasha Barrett
Melissa Engel
Michael Felschow
Amanda Morales
Greg Youell (via teleconference for Item A. Personnel Policy & Salary Schedule).

Members Absent

Tom Hanafan, Pottawattamie County, Tom Richards, Sarpy County,

- A. Personnel Policy Salary Schedule (Discussion)
1. Policy Update for new FLSA regulation
 2. Salary Schedule
 3. Consideration of half day holiday for Christmas Eve

Mr. Youell and Ms. Engel presented the Personnel Policy and proposed Salary Schedule changes. Many of these changes are a result of the new Fair Labor Standards Act regulation effective December 1, 2016. MAPA currently has three employees that will transition from exempt to non-exempt due to salary or job responsibilities. Two additional employees have received promotions to bring their salaries up to the minimum range and maintain their overtime exempt status. MAPA plans to adopt a flexible work schedule eligible to all employees based on the agencies needs and employees request. Schedules will be approved quarterly by the Executive Director. All non-exempt employee must have 40 hours documented per week. Exempt employees must have 80 hours documented within the bi-weekly pay period. The work week is defined as Sunday through Saturday. MAPA Management feels the flexible work hour scheduling helps motivate staff, improve productivity, and meet the needs of the employee, MAPA, and its members. Compensatory time will no longer be earned by exempt employees. Non-exempt employees may earn compensatory time at time and a half for hours worked in excess of 40 per week, instead of overtime, but may not accumulate more than 80 hours of compensatory time at any given time. Exempt employees may use accrued annual leave and sick leave in 4 hour increments. Non-exempt employees may use accrued annual leave and sick leave in .5 hour increments. For exempt employees MAPA would like to create a work culture that focuses on working to complete to job duties of the position rather than focusing on hours worked per day. A half a day of holiday pay on Christmas Eve or the last working day before Christmas has been added to the Personnel Policy. Pay Periods will change to bi-weekly beginning January 1st, with pay days falling on Thursdays. The policy changes are currently at legal and staff would like to make this an action item for next month. The Salary Schedule has been updated to include newer positions to the agency and updated salary ranges per position. Salary range changes are a result of the addition of a new position, change in job duties, and/or the new Fair Labor Standards Act regulation.

- B. Monthly Financial Statements
1. Bank Reconciliation (American National Bank) and Statements on Investments
 2. Receipts and Expenditures
 3. Preliminary: Schedule of Accounts Receivable/ Accounts Payable
 4. Preliminary: Consolidated Balance Sheet
 5. Preliminary: Program Status Report/Line Item Status Report

Ms. Engel presented the July Financials.

C. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments: (Action)
 - a. Olsson Associates – PMT #26 (Platteveiw Road) - \$349.55
 - b. Olsson Associates – PMT #5 (Sarpy Transit) - \$4,113.36
 - c. Olsson Associates – PMT #27 (Platteveiw Road) - \$1,329.30
 - d. Olsson Associates – PMT #6 - (Sarpy Transit) - \$3,202.18

Ms. Engel presented the contract payments for Olsson Associates for their work on the Platteview Road Land Use and Corridor Study as well as the Sarpy County Transit Feasibility Study through August 6, 2016. Mr. Felschow informed the

committee that he received the final product for the Platteview Road Land Use and Corridor Study within the past week and he is pleased with that work.

MOTION Lorenzen SECOND by Duda to recommend that the Board of Directors approve the contract payments as presented. MOTION CARRIED.

2. Contract Payments with exceptions:
 - a. Heartland Family Service – PMT #30 - \$2,428.60

Ms. Engel presented the Heartland Family Service payment for their “Ways to Work” program for the month of July.

MOTION Kohn SECOND by Lorenzen to recommend that the Board of Directors approve the Heartland Family Service payment once the contract amendment is approved. MOTION CARRIED.

3. Travel
 - a. NADO Conference – San Antonio, TX - October 15-18, 2016 – Anderson - \$1,442.00

Ms. Engel presented the NADO conference travel.

MOTION by Lorenzen SECOND by Kohn to recommend that the Board of Directors approve the NADO conference travel as presented. MOTION CARRIED.

4. Audit
 - a. Audit Engagement Letter

Ms. Engel presented the 2016 audit engagement letter with Hamilton Associates P.C. The fees for the audit are \$10,600 and this is the last year of Hamilton Associates three-year approved proposal for audit services.

MOTION Duda SECOND by Lorenzen to recommend that the Board of Directors approve the audit engagement letter as presented. MOTION CARRIED.

D. RECOMMENDATION TO THE BOARD

1. Final Payments:
 - a. Douglas County GIS – NIROC Project - \$8,000.00

Ms. Engel presented the Douglas County GIS final payment for their 93 hours of management services on the current Aerial Photography NIROC Project. Douglas County GIS works directly with the vendor on the project, and requests funding from jurisdictions and other entities involved in the project. This management fee is paid for through the funds raised for the project.

MOTION Kohn SECOND by Lorenzen to recommend that the Board of Directors approve the Douglas County GIS final payment as presented. MOTION CARRIED.

2. Contract Amendments:
 - a. Heartland Family Services – Extension of Time

Ms. Engel presented the Heartland Family Service contract amendment that extends the contract completion date to February 28, 2017.

MOTION Duda SECOND by Lorenzen to recommend that the Board of Directors approve the Heartland Family Service contract amendment as presented. MOTION CARRIED.

E. DISCUSSION/INFORMATION

1. MAPA Annual Dinner and Annual Award Recipients

Ms. Engel informed the committee that Ron Kohn will receive the “2016 MAPA Regional Citizenship Award” for his many years of service on the MAPA Board and work on the Heartland 2050 Executive Committee. The City of Omaha Planning Department will receive the “2016 MAPA Regional Service Award” for their role in “The Prospect Village Initiative”. Both awards will be presented to recipients at the MAPA Annual Meeting on October 5, 2016.

F. OTHER

G. ADJOURNMENT

The meeting adjourned at 9:05 am

**Metropolitan Area Planning Agency
Transportation Planning Activities | Quarterly Progress Report**

Reporting Period: August 15, 2016 – September 16, 2016

Transportation Forums (140) –

Objective:

To provide a forum for coordination and cooperation between MAPA and agencies, organizations and stakeholders involved and interested in planning, designing, maintaining and providing transportation services.

Program Activity

- Held monthly meeting of the Transportation Technical Advisory Committee (TTAC) in August
- Prepared materials for the monthly meeting of the Transportation Technical Advisory Committee (TTAC) in September
- Held ProSeCom meeting on September 16th for performance measure discussion

140	End Products	Schedule
01	Transportation Technical Advisory Committee (TTAC) Meetings	Monthly
02	Nebraska Department of Roads (NDOR) Statewide MPO Meeting	Quarterly and Annually
03	Iowa Department of Transportation (Iowa DOT) MPO and RPA Meeting	Quarterly
04	Travel Demand Model Meeting	As Needed
05	Regional GIS Users Group	As Needed
06	Project Review Committee	As Needed

Summit and Working Groups (150) –

Objective:

MAPA will convene a semi-annual summit and several subcommittees or working groups around specific transportation-related topics.

Program Activity

- Held Super Group meeting to discuss LRTP 2050 Performance Measures and project selection criteria with members of ProSeCom, TAP-C and the CTC

150 End Products		Schedule
01	Transportation Summit and Working Groups	Fall 2015, Spring 2016
02	Project Review Committee comments to State and Federal agencies	Ongoing

Technical and Policy Education (170) –

Objective:

To provide ongoing technical and policy education for planning and research activities.

- Attended NROC training in Kearney
- Attended TRB Tools of the Trade conference
- Attended the FHWA and FTA performance measure peer exchange
- Attended IARC meeting

170 End Products		Schedule
01	Technical and Policy Education Events	Ongoing
02	Related Association Participation (NROC, IARC, NADO, NARC, etc.)	Ongoing
03	Professional Certifications and Memberships	Ongoing

Public Forums and Workshops (180) –

Objective:

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To provide and support public forums and workshops that identify and discuss timely topics or special subjects of a regional significance.

Program Activity

- No activity this month.

180 End Products		Schedule
01	Public Events and Workshops	As Needed

Policy and Administrative Forums (190) –

Objective:

To maintain and coordinate policy and administrative forums. Work includes but is not limited to creating agendas, supporting materials, conduct meetings and communications with committee members.

Program Activity

- Reviewed invoices for approval at the July and August meetings of the Finance Committee
- Prepared materials recommended by the TTAC for approval by the MAPA Board of Directors
- Prepared and mailed invitations for Annual Meeting
- Coordinated catering and venue for Annual Meeting
- Held August Finance Committee Meeting & Board of Directors Meeting

190 End Products		Schedule
01	Board of Directors Meetings	Monthly
02	Finance Committee Meetings	Monthly
03	Council of Officials Meetings	Quarterly

Short Range Planning (410) –

Objective:

Develop and refine the short-range transportation planning process. Develop and maintain the TIP. Collect and maintain data (such as land use, population, employment, housing, and traffic) to analyze trends and growth patterns. Utilize and coordinate GIS and aerial photography activities. Assist local jurisdictions in the programming, funding, and delivery of transportation improvements including

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projects like B-Cycle. Develop and maintain performance measures to track progress toward regional goals.

Program Activity

- Produced copies of the FY2017-2022 TIP for distribution to libraries
- Approved Administrative Modification 11 to the FY2016 Transportation Improvement Program (TIP)
- Finalized distribution process for 2016 NIROC Aerial Photos

410	End Products for Work Activities	Schedule
01	TIP Development and Administration (FY 2018 – 2023)	Spring 2017
02	Transportation Funding Analysis	Ongoing
03	Local / State Projects and Activities	Ongoing
04	Traffic Data Collection and Analysis	Ongoing
05	Growth Monitoring and Data Analysis	Ongoing
06	GIS Activities	Ongoing
07	NIROC Aerial Photography	Spring 2016 – Spring 2018
08	Performance Measures	Fall 2018
09	Health and Safety Activities	Ongoing
10	ProSe-Com (FY 2018 TIP)	Fall 2016 – Winter 2017
11	TAP-C (FY 2018 TIP)	Fall 2016 – Winter 2017
12	Omaha Active Transportation Activities	Ongoing

Long Range Planning (420) –

Objective:

Conduct the long-range transportation planning process. Implement and maintain the regional LRTP. Develop medium and long-range growth forecasts / traffic simulations for the region. Create local and corridor-level planning studies. Support the development of Complete Streets and transportation activities recommended by the LRTP.

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Program Activity

- Developed alternative land use scenarios for 2050 LRTP
- Continued development of Technical Memorandum 2 for the 2050 Long Range Transportation Plan
- Continued TDM development
- Participated in Bike Omaha Network implementation committee meeting
- Participated in Omaha Bikes’ Bike Congress coordination meeting
- Scheduled public meetings throughout the region for the 2050LRTP
- Worked with community partners to develop format to send out public meeting notices and materials

420 End Products		Schedule
01	LRTP Development and Administration (2050 LRTP)	Fall – Winter 2017 – 2018
02	Long-Range Planning Activities and Studies	Ongoing
03	Travel Demand Modeling	Ongoing
04	Population and Employment Forecasting	Ongoing
05	LUUAM	Ongoing
06	Bicycle / Pedestrian Planning Activities (Metro Bicycle Safety Education)	2016 – 2017
06	Bicycle / Pedestrian Planning Activities (Regional Bicycle / Pedestrian Plan)	Ongoing
06	Bicycle / Pedestrian Planning Activities (Multi-Modal Working Groups at Summits)	Semi-Annually
07	Passenger Rail Planning Activities	Ongoing
08	Freight and Goods Movement / Private Sector	Ongoing
09	Heartland 2050	Ongoing
10	Metro Area Travel Improvement Study (MTIS)	Ongoing
11	Sarpy County Studies	December 2017

12	Platteview Road Corridor Study Phase 2	December 2017
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Public Participation Activities (430) –

Objective:

Conduct public involvement activities in accordance with the Public Participation Plan (PPP) to effectively and continuously engage public input for the transportation planning process.

Program Activity

- Developed a Public Involvement Plan specific to Heartland 2050 processes
- Worked with community partners on promoting and developing the fall Citizens Academy
- Scheduled public meetings for 2040 LRTP, 2050 LRTP, Sarpy County Transit Study, and the Pottawatomie County Transportation Plan
- Developed meeting materials and strategy for the 2050 LRTP

430 End Products		Schedule
01	Public Participation Plan (PPP) (Maintenance and Revision)	Ongoing
01	Public Participation Annual (PPP) (Annual Activities Report)	Annually
02	Public Involvement and Engagement Activities	Ongoing
03	Citizen’s Academy for Omaha’s Future	Semi-annually
04	Civil Rights / Title VI Plan	Ongoing
04	Civil Rights / Title VI Plan (Annual DBE Goals)	2017
05	Citizen’s Advisory Committee (CAC)	Ongoing

Transit and Human Service Transportation (440) –

Objective:

To conduct and coordinate planning for mass transit and paratransit in the MAPA region.

Program Activity

- Worked with FTA to submit a new grant for FY14, FY15, and FY16 5310 operations funding
- Worked with CTC partners on implementing performance measures in the LRTP that relate to

transit needs

- Continued development of informal coordination efforts with the CTC
- Set up stakeholder and public meetings and meeting materials for the Sarpy County Transit study
- Assisted community and public with questions on mobility issues and resources in the region

440 End Products		Schedule
01	Transit Planning Activities	Ongoing
02	Coordinated Transit Committee (CTC)	Ongoing
03	Sections 5310 and 5307 Funding	Ongoing
04	Mobility Coordination	Ongoing
05	Central Omaha Bus Rapid Transit (BRT) / Urban Circulator	Fall 2018
11	Sarpy County Transit Study	June 2017

Air Quality / Environmental (450) –

Objective:

Improve air quality and take proactive measures to reduce environmental impacts and improve energy conservation as related to transportation.

Program Activity

- Started school ozone monitoring program with air quality monitors distributed for use at area schools
- Broadcast and social media campaign continues for Little Steps Big Impact
- Continued coordination with City of Omaha on implementation of CMAQ award to expand the bikeshare network in Omaha
- Completed application for Nebraska Environmental Trust grant for Little Steps Big Impact
- Continued work on the Electric Vehicle Grant with NDOR and community partners
- Held photo event with Cargill for support of ‘Little Steps. Big Impact.’

450 End Products		Schedule
01	Rideshare / Travel Demand Management (Website Administration)	Ongoing

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02	Air Quality Activities (Little Steps. Big Impact)	2016 – 2017
02	Air Quality Activities (Alternative Fuel Education)	Ongoing
02	Air Quality Activities (Summit / Working Groups)	Annually
03	NCEA / Iowa Efforts (Electric Vehicle Infrastructure Grants)	2016 – 2017

Iowa Regional Planning Affiliation (460) –

Objective:

To provide administration for Iowa RPA-18 and develop a regional TIP and LRTP for Harrison, Mills, and Shelby counties and the non-urbanized portion of Pottawattamie County that can be integrated into the State Transportation Improvement Plan (STIP) and State Transportation Plan.

Program Activity

- Held September meeting of the Policy & Technical Committees
- Approved amendment to the RPA-13 and RPA-18 Passenger Transportation Plan
- Participated in Transportation Access and Disability Employment Issues workshop with SWITA and human services agencies
- Continued development of Technical Memorandum 2 for the Pottawattamie County Transportation Plan

460	End Products	Schedule
461	Transportation Forums/Committee Administration	Ongoing
462	Transportation Planning Work Program	Spring 2017
463	Regional Transportation Improvement Program (RTIP) / Short Range Planning	Spring 2017
464	Long Range Transportation Plan (LRTP) / Long Range Planning	Ongoing
465	Public Participation Plan (PPP) and Activities	Ongoing
466	Human Services Transportation Coordination	Ongoing
467	RPA Technical & Policy Education	Ongoing
468	RPA Related Association Participation	Ongoing

469	Pottawattamie County Transportation Plan	Winter 2016
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Congestion Management / Safety and Technology (470) –

Objective:

Monitor traffic congestion levels in the region through the CMP. Promote a safe and efficient transportation system through the development of management, operations, safety, and technological strategies / solutions.

Program Activity

- Updated Metro Area Motorist Assist (MAMA) Program database
- Attended area TIM working group meeting on September 15th

470 End Products		Schedule
01	CMP	2016 – 2017
01	CMP (Summit / Working Groups)	Annually
02	TIM / MAMA / Plan Update	Ongoing / 2017
03	Regional ITS Architecture	Ongoing
04	Safety / Security Planning	Ongoing
04	Safety / Security Planning (Summit / Working Groups)	Annually
05	Traffic Signals / Technology	Annually

Community Development Assistance (710) –

Objective:

To provide technical assistance to jurisdictions in identifying community development needs and the resources to meet those needs.

Program Activity

- City of Crescent Comprehensive Plan final draft being reviewed. Reviewing zoning and subdivision ordinances with Planning Board.
- Continuing CDBG administration for Walnut Downtown.
- Continued to conduct research and collect information for Macedonia Downtown Revitalization

Application.

- Continued to conduct research and collect information for Carson Downtown Revitalization Application.
- Working to finalize work for Brownfields project.
- Working with Community Improvements to Increase Economic Stability (CITIES) Program on program administration. Working with communities on fall applications.
- Working with Carter Lake on funding options for sewer improvements. Working to complete an LMI study for CDBG funding.
- Working on Treynor Comprehensive Plan process.
- Coordinate meetings and working with Gretna on potential H2050 Mainstreet Tool Kit.
- Working with Mills County Board of Supervisors on cost estimate for economic development plan.
- Researching funding for Mills County Trails.
- Discussed providing general administration services to Whispering Roots for EDA grant.
- Began Environmental Assessment for Walnut's proposed well construction project.
- Began environmental review process for CDBG re-use loan project in Blair.
- Attend Ralston City Council Meeting for Leadership Community Designation
- Participated in first Joint PC/TAC meeting for JLUS. Complete draft of Bylaws
- Attend IEDA SHPO Programmatic Agreement Training.
- Attend Military TAG meeting
- Attend NROC Conference
- Prepared and did interview with Douglas County for Comprehensive Plan.

Economic Development Assistance (720) –

Objective:

To provide technical assistance to jurisdictions to identify economic development needs and the resources to meet those needs.

Program Activity

- Continue to coordinate with representatives of north Omaha-based nonprofit and Mayor's office to discuss investment for facility acquisition/rehabilitation.
- Submitted summary of EDA programs to community-based organizations in Douglas County that serve low and moderate income persons and neighborhoods.
- Working with Neola to understand senior housing needs.
- Received lead paint Housing Renovation Certification
- Working with Council Bluffs on possible housing inspection and bid specification services for city's renovation program
- Met with Valley, Springfield, Blair, and Herman communities on possibilities of implementing housing rehabilitation program.

Heartland 2050 Regional Vision (730) –

Objective:

To oversee Implementation of the Heartland 2050 Regional Vision project, moving the work forward through development of a committee structure, hosting semi-annual summits, convening workgroups to select and complete projects and developing metrics to measure and show progress.

Program Activity

- Facilitated meeting with Chairs and Vice Chairs of Heartland 2050 to develop infrastructure for work teams.
- Met with Executive Committee Chair to review bylaws to be proposed at October meeting, including a succession plan for Chair. Reviewed vacancies for the upcoming year and discussed potential individuals to fill vacancies.
- Facilitated Infrastructure Implementation Committee meeting
- Reviewed, recommended and received approval to name Tim O’Brien (OPPD) as Vice Chair of the Executive Committee. (MAPA Board Chair, President Council of Officials)
- Extended invitation to Kyle Anderson to serve as Chair of Infrastructure Committee filling the vacancy created by Tim O’Brien moving to Vice Chair of Executive Committee.
- Met with Richard Christie (Director of Metropolitan Omaha Education Consortium) to extend an invitation to serve as Vice Chair of the Education Committee filling the vacancy by the resignation of Galen Boldt.
- Secured additional funding from the Iowa West Foundation and the Peter Kiewit Foundation to increase the number of people on the Salt Lake City Learning visit.
- Extended invitations to Salt Lake City team members. Secured contracts for flights and lodging.
- Hosted a forum with emerging leaders (under 40) and Zach Mannheimer prior to the Broadly Speaking event.
- Hosted the Broadly Speaking event with Zach Mannheimer.
- Facilitated the Equity and Engagement Committee meeting.
- Designed public participation plan in coordination of Park Avenue neighborhood planning process

Revolving Loan Funds (760) –

Objective:

To administer CDBG re-use funds on behalf of local jurisdictions in Douglas, Sarpy and Washington counties, and to oversee MAPA Nonprofit Development Organization Revolving Loan Fund.

Program Activity

- Continued administration of MAPA Nonprofit Development Organization Revolving Loan Fund

program; working with Nebraska Department of Economic Development and City of La Vista to “de-federalize” original loan fund balance.

- Continued to service CDBG re-use loan made to KB Quality Meats, LLC in Blair; 21 of 84 monthly payments have been received.
- Presented to City of Blair LB 840/CDBG Re-use Committee on City’s re-use program and statutory requirements of prospective loan projects.
- Met with Gateway Development Corporation Executive Director and loan applicant to discuss re-use program requirements and overall project.

Management Assistance (790) –

Objective:

To provide management and administrative assistance to member jurisdictions such as Personnel Policies, Job Descriptions, etc.

Program Activity

- No activity this month.

Publications (810) –

Objective:

Publicize MAPA activities and accomplishments to member jurisdictions, state and local officials and the public.

Program Activity

- Developed content and design for 2016 Annual Report and sent to printer for publication
- Developed content for and published July/August edition of What’s Happening newsletter

810 End Products		Schedule
01	Newsletter	Bi-monthly
02	Annual Report	October 2017
03	Regional Officials Directory (Update)	Spring 2018
04	Product Development	Ongoing

Public Information and Communications (840) –

Objective:

Provide transportation-related data to public and private sector representatives.

Program Activity

- Wrote and disseminated news releases for Little Steps Big Impact school monitoring program, 2040 LRTP amendment #4, and Heartland 2050 Broadly Speaking event with Zach Mannheimer
- Wrote and published public notices for MAPA September Committee and Board meetings
- Made numerous posts to Facebook regarding MAPA programs and projects
- Held interview with KETV on walkable communities and Heartland 2050 event with Zach Mannheimer.

840 End Products		Schedule
01	Transportation Information	Ongoing
02	Libraries	Ongoing
03	Website and Social Media	Ongoing

Transportation Program Administration (940) –

Objective:

Provide for efficient administration of MAPA’s Transportation programs.

Program Activity

- Held staff meeting to discuss FLSA changes and impacts on MAPA policies
- Reconciled yearly grant reimbursement for FHWA and FTA
- Submitted quarterly reimbursement requests
- Prepared and submitted FFR reports
- Review of monthly and quarterly reports
- Oversight of program administration
- UPWP administrative modification

940 End Products		Schedule
01	Program Administration	Ongoing

02	Contracts	Ongoing
03	Unified Planning Work Program (UPWP)	Ongoing
04	Agreements	Ongoing
05	Certification Review Action Plan	Ongoing

Employee Benefit Administration (970) –

Objective:

Provide management of agency benefits, retirement, health and life insurance program.

Program Activity

- Held open enrollment for health insurance and voluntary life insurance
- Held educational meeting for employee retirement plans

Fiscal Management (980) –

Objective:

Develop the annual budget and cost allocation plan. Track revenues and expenditures. Prepare invoices. Assist with the annual audit and other fiscal activities.

Program Activity

- Communicated billing issues to MAPA’s sub recipients and consultants.
- Prepared and presented financial reports to the finance committee.
- Prepared quarterly reimbursement requests for grants.
- Working on year end reconciliations.
- Prepared quarterly FFR reports.
- Prepared workpapers for annual audit

General Administration (990) –

Objective:

Undertake administrative activities including personnel activities, computer / technology support, and clerical support.

Program Activity

- Prepared policy changes for new FLSA salary requirements
- Provided administrative support to the agency

METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street
Omaha, Nebraska 68102

Subcontractor's Payment Authorization

Contractor: Douglas County GIS

Contract Approved by Board of Directors: March 2013

Contract Amount of: \$8,000

Payment # 1

Final Payment

1. Computation of Payment

Bill to Date \$8,000.00

Less Previous Payments -0-

Payment Due this Date \$8,000.00

2. Payment Approved

RECOMMENDED PAYMENT BY:

Executive Director

Payment approved by Finance Committee _____

Treasurer

Payment Approved by Board of Directors _____

Chairman, MAPA Board of Directors

Remit To :

Douglas County Treasurer
RM H03 Acct Division
1819 Farnam St
Omaha NE 68183

Bill To :

METRO AREA PLANNING AGENCY
2222 CUMING ST

OMAHA NE 68102-4328

Ship To :

Customer # 18276

Sales Order #

Invoice # 33632

Invoice Date : 05-AUG-16

Terms : 30 NET

Transaction Type : GIS Dept

Total due (\$): 8,000.00

TEAR AT THE DOTTED LINE

PLEASE RETURN TOP PORTION WITH REMITTANCE

(Not including your Douglas County invoice with payment could delay processing)

Item No	Description	Qty Ordered	Qty Invoiced	Unit Price	Extended Price
1	GIS Dept Project Management Services for 2016 NIROC Project (aerial photos) 93 hours	1	1	8000.00	8000.00
	SPECIAL INSTRUCTIONS			DUE DATE	TOTAL DUE
				04-SEP-16	\$8,000.00

MAPA Expense Authorization Voucher

Date 8/5/14 amt. 8,000.00

Project 41007-01

Account 10-5400

Grant 16-NIROC-NIROC1

Acc'tg. Dir. MFZ

Exec. Dir. _____

Treasurer _____

MAPA CONTRACT COVER PLATE
(AMENDMENT 2)

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA/ Heartland Family Service – JARC NE-37-X008-03
2. Project Number: 440.5 Job Access Reverse Commute
 440.6 Mobility Coordination
3. Effective Date: July 1, 2013
4. Completion Date: February 28, 2017

CONTRACT PARTIES

5. Contractor Name and Address

Heartland Family Service
1515 Avenue J
Council Bluffs, IA 51501
6. The Planning Agency

The Omaha-Council Bluffs Metropolitan Area Planning Agency
2222 Cuming Street
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract - \$161,350.00 of FTA/JARC (CFDA 20.516) funds less independent audit and inspection fees, unless acceptable compliance with OMB Circular A-133 can be substituted, plus \$123,100 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Finance Committee Approval:

AMENDMENT TO THE AGREEMENT BETWEEN
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
AND
HEARTLAND FAMILY SERVICE
JARC NE-37-x008-03

This amendatory agreement made and entered into as of this twenty-ninth day of September, 2016 by and between Heartland Family Service, 1515 Avenue J, Council Bluffs, Iowa 51501 (herein called "The Contractor") and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102 (herein called the "Planning Agency"),

WITNESSETH THAT:

WHEREAS, the Planning Agency and Contractor entered into an agreement dated July 1, 2013 which Agreement is identified by Contract Number JARC NE-37-x008-03 and,

WHEREAS, the parties to that Agreement now desire to amend the Agreement as specified in item 4. Completion Date on the Contract Cover Plate and contract paragraph 6 Time of Performance.

NOW, THEREFORE, the parties hereto agree:

THAT, the Completion Date, as specified as item 4 on the Contract Cover plate of said Agreement dated July 1, 2013 identified by Contract Number JARC NE-37-x008-03 be and is hereby amended to read as follows:

4. Completion Date: February 28, 2017

AND THAT, the Time of Performance paragraph as specified in item 6 on page 3 of said Agreement dated July 1, 2013 identified by Contract Number JARC NE-37-x008-03 be and is hereby amended to read as follows:

6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as outlined in the FY2014 Program and stated herein, within the time of this Agreement. The agreement shall cover work performed beginning July 1, 2013 and ending February 28, 2017

IN WITNESS WHEREOF, the Planning Agency and the Contractor have executed this Contract as of the date first above written.

HEARTLAND FAMILY SERVICE

Attest _____

By _____

Print Name and Title

OMAHA-COUNCIL BLUFFS METROPOLITAN
AREA PLANNING AGENCY

Attest _____

By _____
Chairman, Board of Directors

MAPA Project Selection

Guidance Document for STP-MAPA Project Selection
FY2017-2022 Transportation Improvement Program

Approved:

ProSeCom

TTAC

Board

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Definitions

Access- is the ability to reach desired goods, services, activities and destinations (together called *opportunities*).

Four general factors affect physical accessibility:

1. *Mobility*, that is, physical movement. Mobility can be provided by walking, cycling, public transit, ridesharing, taxi, automobiles, trucks and other modes.
2. *Mobility substitutes*, such as telecommunications and delivery services. These can provide access to some types of goods and activities, particularly those involving information.
3. *Transportation system connectivity*, which refers to the directness of links and the density of connections in path or road network.
4. *Land use*, that is, the geographic distribution of activities and destinations. The dispersion of common destination increases the amount of mobility needed to access goods, services and activities, reducing accessibility.

Access Control/Consolidation- Access control/consolidation are defined as the act of controlling access to specific roadways by acquiring rights of access from abutting property owners and selectively limiting approaches to the roadway in order to preserve the highway's safety and efficiency.

Advance Construction- Advance construction and partial conversion of advance construction are cash flow management tools that allow states to begin projects with their own funds and only later convert these projects to Federal-aid. Advance construction allows a state to request and receive approval to construct Federal-aid projects in advance of the apportionment of authorized Federal-aid funds. Under normal circumstances, states "convert" advance-constructed projects to Federal aid at any time sufficient Federal-aid funds and obligation authority are available, and do so all at once. Under partial conversion, a state may obligate funds for advance-constructed projects in stages.

Air Quality Impacts- Air quality impacts are defined as the level to which a project will positively or negatively impact the ambient air quality of the MAPA region as related to the National Ambient Air Quality Standards set forth in The Clean Air Act.

Alternative Transportation- Refers to modes of travel other than private single-occupancy vehicles such as walking, bicycling, carpooling, or transit.

Bicycle Signal- A bicycle signal is an electrically powered traffic control device that should only be used in combination with an existing conventional or hybrid signal. Bicycle signals are typically used to improve identified safety or operational problems involving bicycle facilities. Bicycle signal heads may be installed at signalized intersections to indicate bicycle signal phases and other bicycle-specific timing strategies. In the United States, bicycle signal heads typically use standard three-lens signal heads in green, yellow, and red lenses. Bicycle signals are typically used to provide guidance for bicyclists at intersections where they may have different needs from other road users (e.g., bicycle-only movements, leading bicycle intervals).

Bike Box- A bike box is a designated area at the head of a traffic lane at a signalized intersection that provides bicyclists with a safe and visible way to get ahead of queuing traffic during the red signal phase.

Bike lane- A Bicycle Lane is defined as a portion of the roadway that has been designated by striping, signage, and pavement markings for the preferential or exclusive use of bicyclists.

Buffered Bike Lane- Buffered bike lanes are conventional bicycle lanes paired with a designated buffer space separating the bicycle lane from the adjacent motor vehicle travel lane and/or parking lane. A buffered bike lane is allowed as per MUTCD guidelines for buffered preferential lanes.

Crashes per Million Vehicles- Crashes per million vehicles is a ratio of the number of crashes that have occurred on a facility (regardless of severity) per one million vehicles.

Crash Severity Index (CSI)- The Crash Severity Index (CSI) is a metric used to determine the relative severity of crashes on a roadway by weighting varying levels of personal injury and damage caused. The CSI is calculated by the following formula:

$$CSI = \frac{nPDO + nPI1 + nPI2 + nPI3 + nF}{nTotal\ Crashes}$$

Where: **PDO** is defined as a Property Damage Only crash (1 point per crash)

PI1 is defined as a Category 1 Personal Injury, minor injuries that are visible and apparent but do not require transport (2 points per PI1)

PI2 is defined as a Category 2 Personal Injury, injuries that require transport to hospital (4 points per PI2)

PI3 is defined as a Category 3 Personal Injury, the most severe injuries that require special transport to hospital (i.e. flight for life)

F is defined as a fatality (15 points per fatality)

Cycle Track- A cycle track is an exclusive bike facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. A cycle track is physically separated from motor traffic and distinct from the sidewalk. Cycle tracks have different forms but all share common elements—they provide space that is intended to be exclusively or primarily used for bicycles, and are separated from motor vehicle travel lanes, parking lanes, and sidewalks. In situations where on-street parking is allowed cycle tracks are located to the curb-side of the parking (in contrast to bike lanes). Cycle tracks may be one-way or two-way, and may be at street level, at sidewalk level, or at an intermediate level. If at sidewalk level, a curb or median separates them from motor traffic, while different pavement color/texture separates the cycle track from the sidewalk. If at street level, they can be separated from motor traffic by raised medians, on-street parking, or bollards. By separating cyclists from motor traffic, cycle tracks can offer a higher level of security than bike lanes and are attractive to a wider spectrum of the public.

Description- A brief description of the project; should include location information, limits of construction, impacts, etc

Designated Truck Route- Truck routes are auxiliary routes of a U.S. or state highway that is the preferred (or sometimes mandatory) route for commercial truck traffic. Such restrictions may be

imposed because of weight or hazardous material restrictions on the primary route or because of community requested that commercial trucks be routed around their area.

Eligible Applicants- Project applications may be submitted by eligible sponsors located within the MAPA Transportation Management Area (TMA), including: Douglas County and its cities, Sarpy County and its cities, the City of Council Bluffs, City of Crescent, City of McClelland, and Pottawattamie County (within the TMA Boundary).

Environmental Justice- The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.

The three fundamental principles for Environmental Justice for US DOT programs are shown below:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Equity- Refers to the distribution of resources and opportunities. Transportation decisions can have significant equity impacts. Transportation represents a major portion of consumer, business and government expenditures. It consumes a significant portion of public resources, including taxes and public land. Transportation activities have external impacts (noise and air pollution, crash risk and barrier effects) that affect the quality of community and natural environments, and personal safety. Transport determines where people can live, shop, work, go to school and recreate, and their opportunities in life. Adequate mobility is essential for people to participate in society as citizens, employees, consumers and community members. It affects people's ability to obtain education, employment, medical service and other critical goods.

Equity impacts can be difficult to evaluate, in part because the word "equity" has several meaning, each with different implications. There are four general types of equity related to transportation:

1. *Egalitarianism*- This refers to treating everybody the same, regardless of who they are. For example, egalitarianism might be used to justify charging every passenger pay the same fare (regardless of trip length), that each transit rider receive the same subsidy (regardless of income or need), that each resident pays the same amount or tax support transportation services (regardless of income or use), or that roads are unpriced.
2. *Horizontal Equity (also called "fairness")*- This is concerned with the fairness of impact allocation between individuals and groups considered comparable in ability and need.

Horizontal equity implies that consumers should “get what they pay for and pay for what they get,” unless a subsidy is specifically justified.

3. *Vertical Equity With Regard to Income and Social Class*- This focuses on the allocation of costs between income and social classes. According to this definition, transportation is most equitable if it provides the greatest benefit at the least cost to disadvantaged groups, therefore compensating for overall social inequity.
4. *Vertical Equity With Regard to Mobility Need and Ability*- This is a measure of how well an individual’s transportation needs are met compared with others in their community. It assumes that everyone should enjoy at least a basic level of access, even if people with special needs require extra resources and subsidies. Applying this concept requires establishing a standard of Basic Access. This tends to focus on two issues: access for people with disabilities, and support for transit and special mobility services.

Federal Functional Classification- Functional classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that any particular road or street should play in serving the flow of trips through a highway network.

Federal Functional Classification shall be determined by viewing the MAPA FFC map available here (<http://www.mapacog.org/images/stories/ffcmmap.pdf>)

ITS Infrastructure- Intelligent Transportation Systems (ITS) infrastructure is defined as the use of information and communications technology to enhance the management, operation and use of a transportation system. ITS infrastructure must be applicable to the MAPA Regional ITS Architecture.

Left-turn Lane- Left-turn lanes are used to provide space for the deceleration and storage of turning vehicles. They may be used to improve safety and/or operations at intersections. Multiple left-turn lanes may be used to accommodate high peak hour left-turn volumes. A left-turn lane includes both deceleration and storage.

Link- Links are defined as roadway, pathway or transit route segments between two or more nodes

Local Match- Local match is defined as the portion of total project cost to be covered by the local sponsoring jurisdiction or other non-federal contributor (i.e. the development community). For STP-MAPA projects, the minimum match percentage is 20 percent.

MAPA 2035 LRTP- The MAPA 2035 Long Range Transportation Plan was finalized in 2011 and is the applicable long range transportation plan for the MAPA region. Capital Improvement projects must be listed in the MAPA 2035 LRTP in order to be eligible for STP-MAPA funding.

Multi-modal Connectivity- Multi-modal connectivity refers to enhancing the opportunity to connect between various modes of transportation (i.e. automobile, bus, walking, cycling, etc.).

New Bike Lane/Path- New bike lanes or paths refer to the establishment (via on-street striping or separated facilities) of dedicated means of transportation for cyclists and other non-motorized modes of transportation.

Node- The endpoint of a link or intersection of two or more links of a transportation network.

Pavement Condition- Pavement condition refers to the status of the existing pavement of a facility that is being considered for an improvement project. Pavement condition has been restricted to the following three levels: good, fair and poor.

- **Good Pavement-** gives a first class ride and exhibit few, if any, visible signs of surface deterioration. Flexible pavements may be beginning to show evidence of rutting and fine random cracks. Rigid pavements may be beginning to show evidence of slight surface deterioration, such as minor cracks and spalling.

Good Pavement



- **Fair Pavement-** is noticeably inferior to new pavements, and may be barely tolerable for high-speed traffic. Surface defects of flexible pavements may include rutting, map cracking, and extensive patching. Rigid pavements in this group may have a few joint failures, faulting and/or cracking, and some pumping.

Fair Pavement



- **Poor Pavement-** have deteriorated to such an extent that they affect the speed of free-flow traffic. Flexible pavement may have large potholes and deep cracks. Distress includes raveling, cracking, rutting and occurs over 50 percent of the surface. Rigid pavement distress includes joint spalling, patching, cracking, scaling, and may include pumping and faulting.

Poor Pavement



PE/NEPA/Final Design- PE/NEPA/Final Design refers to the phase of a project per Federal guidelines. For applicable projects, the project sponsor must determine the anticipated budget for this phase when submitting an application for STP-MAPA.

Pedestrian Countdown Signal- The countdown signal displays flashing numbers that count down the time remaining until the end of the flashing “DON’T WALK” (FDW) interval. The countdown

display, which can start at the onset of either the WALK or the FDW display, reaches zero and blanks out at the onset of the steady “DON’T WALK” (DW) display. When the countdown starts at the beginning of the FDW, the duration of the countdown is approximately equal to the pedestrian clearance interval for the crosswalk (the duration may vary according to local signal timing practice).

Pedestrian Signal- Pedestrian signals are special types of traffic signal indications installed for the exclusive purpose of controlling pedestrian traffic. They are frequently installed at signalized intersections when engineering analysis shows that the vehicular signals cannot adequately accommodate the pedestrians using the intersection.

Public Health Impacts- Public health impacts refer to the manner and consequences a project incurs on the general public’s health. For example, a project that would enhance public health could offer multi-modal connections that encourage active transportation.

Raised or Depressed Barrier Medians- Raised or depressed barrier medians refer to the separation of a transportation facility by an island, Jersey barrier, or other means of separation.

Ramp- Ramps are the access points to freeway and expressway type transportation facilities. As a component of the transportation facility, ramps are eligible for STP-MAPA but do not easily fit into the standard FFC categories.

Redevelopment- Redevelopment is any new construction on a site that has pre-existing uses on it such as the redevelopment of an industrial site into a mixed-use development. Typically redevelopment repurposes land use from low density development to a higher density. Projects that qualify for this category have binding commitments and binding agreements in place (between the developer and sponsoring jurisdiction).

ROW- Right of Way (ROW) refers to a project development phase during which land is purchased by a sponsoring jurisdiction. The sponsor jurisdiction is responsible for denoting the amount of funding requested for Right of Way acquisition during project development.

Sharrows- Shared Lane Markings (SLMs), or “sharrows,” are road markings used to indicate a shared lane environment for bicycles and automobiles. Among other benefits shared lane markings reinforce the legitimacy of bicycle traffic on the street and recommend proper bicyclist positioning. The shared lane marking is not a facility type, it is a pavement marking with a variety of uses to support a complete bikeway network. The MUTCD outlines guidance for shared lane markings in section 9C.07.

Signal Interconnection- Signal interconnection refers to the development of a coordinated, integrated, communications and monitoring system for traffic control devices.

Trail/Path (sometimes referred to Multi-use Trail/Path)- A bicycle path allows for two-way, off-street bicycle use. If a parallel pedestrian path is not provided, other non-motorized users are legally allowed to use a bicycle path. These facilities are frequently found in parks, along rivers, creeks, and in rail rights-of-way greenbelts or utility corridors where right-of-way exists and there are few intersections to create conflicts with motorized vehicles.

Transit Operation Features or Amenities- Transit operation features or amenities refer to enhancements that directly improve the operation or aesthetics of transit in the MAPA region.

Transportation System Management (TSM)- Actions or construction that control or improve the movement of cars and trucks on the highway system and buses on the transit system. TSM also includes the coordination of the available transportation systems for more efficient operation.

Volume/Capacity ratio- Volume to capacity ratios can be used to determine the level of congestion on a transportation facility. This ratio is calculated by dividing the actual traffic volume that the facility carries by the capacity of the road as planned.

Walkability- The measure of the overall walking and living conditions in an area; the extent to which the built environment is friendly to the presence of people walking, biking, living, shopping, visiting, enjoying or spending time in an area.

Schedule for STP-MAPA Project Selection

Call for FY 2020 Projects	December 4, 2015
Submittal Deadline for STP-MAPA Applications	January 8, 2016
Preliminary Eligibility Screening of Applications.....	January 15, 2016
Individual Project Applications Scored	January 22, 2016
Project Selection Workshop.....	February 5, 2016
Publication of Selected Project List.....	February 6, 2016
Appeals Hearing	February 17, 2016
Incorporation into Draft FY2017-2022 MAPA TIP	February & March 2016
TTAC Approval of Draft FY2017-2022 MAPA TIP	April 2016
MAPA Board of Directors Approval of Draft FY2017-2022 MAPA TIP	April 2016
State Review & Public Comment Period.....	April-May 2016
TTAC Approval of Final FY2017-2022 MAPA TIP	June 2016
MAPA Board of Directors Approval of Final FY2017-2022 MAPA TIP.....	June 2016
Distribution of Final TIP to State & Federal Partners.....	July 2016

1) Eligibility of Projects

This project selection methodology applies only to those projects that are seeking to be funded via MAPA's annual Surface Transportation Program Apportionment (STP). This methodology does not apply to other federal funding source or class and should not be utilized by jurisdictions seeking funding from any other source.

Federal Eligibility Requirements

The Moving Ahead for Progress in the 21st Century Act (MAP-21) established the following activities as eligible projects for funding under the Surface Transportation Program (STP):

1. Construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements for highways, including construction of designated routes of the Appalachian development highway system and local access roads under section [14501](#) of title [40](#).
2. Replacement (including replacement with fill material), rehabilitation, preservation, protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels on public roads of all functional classifications, including any such construction or reconstruction necessary to accommodate other transportation modes.
3. Construction of a new bridge or tunnel at a new location on a Federal-aid highway.
4. Inspection and evaluation of bridges and tunnels and training of bridge and tunnel inspectors (as defined in section [144](#)), and inspection and evaluation of other highway assets (including signs, retaining walls, and drainage structures).
5. Capital costs for transit projects eligible for assistance under chapter [53](#) of title [49](#), including vehicles and facilities, whether publicly or privately owned, that are used to provide intercity passenger service by bus.
6. Carpool projects, fringe and corridor parking facilities and programs, including electric vehicle and natural gas vehicle infrastructure in accordance with section [137](#), bicycle transportation and pedestrian walkways in accordance with section [217](#), and the modifications of public sidewalks to comply with the Americans with Disabilities Act of 1990 ([42 U.S.C. 12101](#) et seq.).
7. Highway and transit safety infrastructure improvements and programs, installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.
8. Highway and transit research and development and technology transfer programs.
9. Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.
10. Surface transportation planning programs.
11. Transportation alternatives.
12. Transportation control measures listed in section [108 \(f\)\(1\)\(A\)](#) (other than clause (xvi)) of the Clean Air Act ([42 U.S.C. 7408 \(f\)\(1\)\(A\)](#)).
13. Development and establishment of management systems ^[1]
14. Environmental mitigation efforts relating to projects funded under this title in the same manner and to the same extent as such activities are eligible under section [119\(g\)](#).
15. Projects relating to intersections that—
 - a. have disproportionately high accident rates;

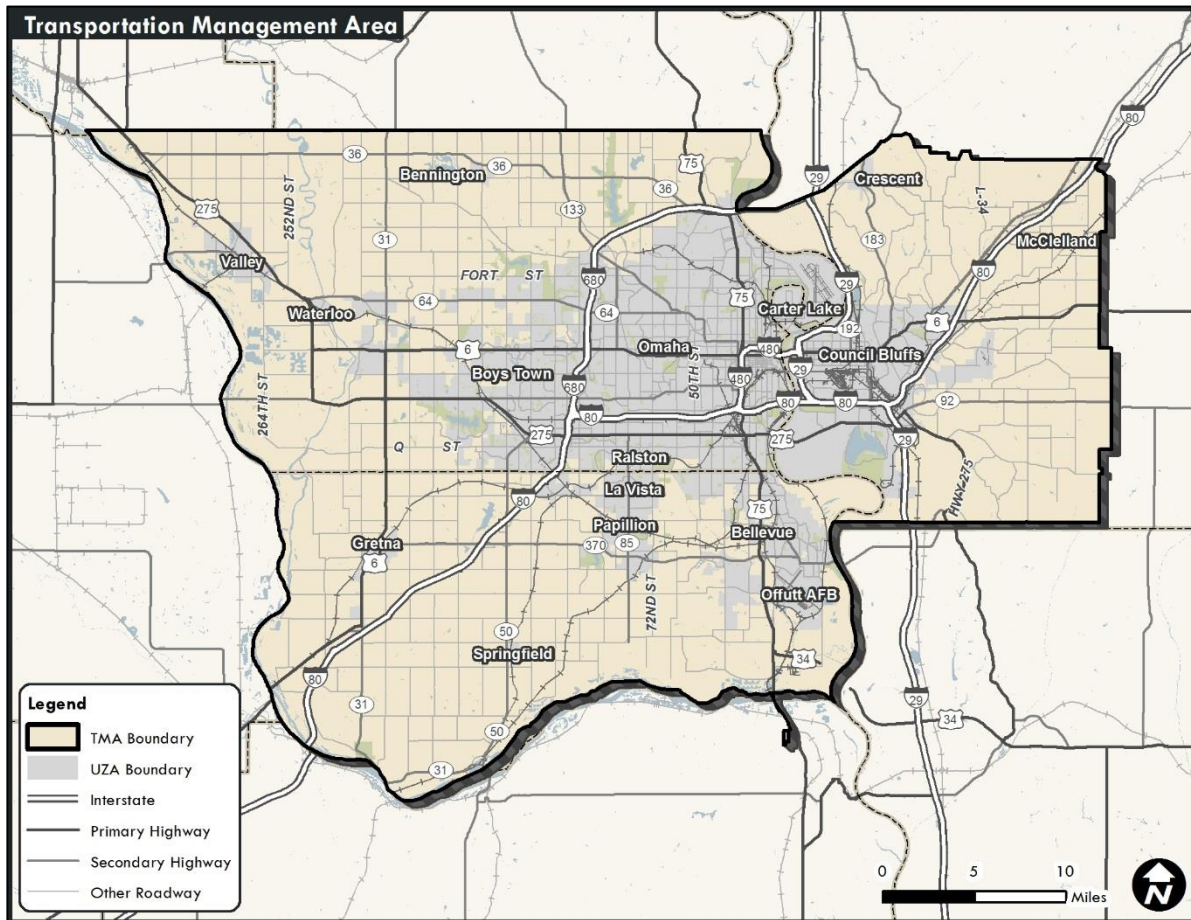
- b. have high levels of congestion, as evidenced by—
 - i. interrupted traffic flow at the intersection; and
 - ii. a level of service rating that is not better than “F” during peak travel hours, calculated in accordance with the Highway Capacity Manual issued by the Transportation Research Board; and
 - c. are located on a Federal-aid highway.
- 16. Infrastructure-based intelligent transportation systems capital improvements.
- 17. Environmental restoration and pollution abatement in accordance with section [328](#).
- 18. Control of noxious weeds and aquatic noxious weeds and establishment of native species in accordance with section [329](#).
- 19. Projects and strategies designed to support congestion pricing, including electric toll collection and travel demand management strategies and programs.
- 20. Recreational trails projects eligible for funding under section [206](#).
- 21. Construction of ferry boats and ferry terminal facilities eligible for funding under section [129 \(c\)](#).
- 22. Border infrastructure projects eligible for funding under section 1303 of the SAFETEA-LU ([23 U.S.C. 101 note](#); Public Law 109–59).
- 23. Truck parking facilities eligible for funding under section 1401 of the MAP–21.
- 24. Development and implementation of a State asset management plan for the National Highway System in accordance with section [119](#), including data collection, maintenance, and integration and the costs associated with obtaining, updating, and licensing software and equipment required for risk based asset management and performance based management, and for similar activities related to the development and implementation of a performance based management program for other public roads.
- 25. A project that, if located within the boundaries of a port terminal, includes only such surface transportation infrastructure modifications as are necessary to facilitate direct intermodal interchange, transfer, and access into and out of the port.
- 26. Construction and operational improvements for any minor collector if—
 - a. the minor collector, and the project to be carried out with respect to the minor collector, are in the same corridor as, and in proximity to, a Federal-aid highway designated as part of the National Highway System;
 - b. the construction or improvements will enhance the level of service on the Federal-aid highway described in subparagraph (A) and improve regional traffic flow; and
 - c. the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the Federal-aid highway described in subparagraph (A).

Additional Eligibility Requirements for STP Funding

In addition to the above eligibility standards, projects seeking STP-MAPA funding must meet the following minimum eligibility requirements:

1. Project must be listed in the MAPA 2040 Long Range Transportation Plan as required by MAP-21.
2. Minimum match of 20 percent local (non-federal) funding as required by MAP-21.
3. Minimum total project cost of \$1,000,000.00 (STP-MAPA General Roadway Projects Only).
4. STP-MAPA Surface Transportation Projects must occur on Federal-Aid eligible routes (FFC Rural Minor Collector/Urban Collector and above).

- Projects must be submitted by local public agencies (LPAs) in the MAPA Transportation Management Area (MAPA TMA). The TMA encompasses Douglas and Sarpy Counties in Nebraska and the urbanized area surrounding Council Bluffs in Pottawattamie County, Iowa.



Failure to meet any of the above criteria will result in immediate disqualification of the submitted project for STP-MAPA funding.

2) MAPA Project Selection Committee

Membership

Transportation improvement projects in the MAPA TMA are subject to the review and approval of the MAPA Project Selection Committee (ProSeCom). ProSeCom is a twelve member sub-committee to the Transportation Technical Advisory Committee (TTAC) that includes planners, engineers, and other staff from local and state jurisdictions. Membership of the Project Selection Committee is composed of members of the larger MAPA TTAC. Appointments to ProSeCom are made by the President of TTAC.

ProSeCom was charged with creating and administering Project Selection Criteria for the MAPA region in late 2011 and meets periodically. ProSeCom representative slots are shown below:

- Iowa DOT District 4 Representative
- Nebraska DOR District 2 Representative

- Metro Transit Representative
- Douglas County Engineer (Also represents Douglas County 2nd Class Cities)
- Sarpy County Engineer
- Sarpy County Municipalities Public Works Representative
- Omaha/Douglas County Municipalities Public Works Representative
- Omaha/Douglas County Municipalities Planning Representative
- Council Bluffs Public Works Representative
- All Metro Open Planning Representative
- Bicycle-Pedestrian Representative

ProSeCom’s membership has remained unchanged through the first two cycles of the program as substantial updates have been made. ProSeCom membership will be reevaluated to determine turnover strategies for the membership of the rotating spots.

3) Project Submission Guidelines

Jurisdictions submitting applications must abide by the timeline listed in this guidance document. Applications for three project types have been created in order to evaluate each project class. Jurisdictions must select a project category and prepare the required documentation to the best of their abilities.

The final application for a STP-MAPA project may include a one-page narrative of the project that may include details outside those requested in the application forms. This one page narrative should be submitted in Times New Roman 12pt font with one (1) inch margins. Additional pages or documentation will not be considered in the final scoring of the application.

Project applications for FY2022 STP-MAPA funding should be submitted no later than 4:30 PM on January 8, 2016 to:

*MAPA Project Selection
Metropolitan Area Planning Agency
2222 Cuming Street
Omaha, NE 68102*

Project applications and questions concerning this process may also be emailed to mapa@mapacog.org.

Evaluation of Project Applications

Following an initial eligibility determination, project applications are evaluated and scored by MAPA staff based upon their particular project type and the information supplied. MAPA staff will then present the scores to ProSeCom for review along with the project applications.

MAPA staff will recommend a prioritization of projects to ProSeCom for approval at the Final Selection Workshop. Projects selected during this workshop will be incorporated into the Draft FY2017 MAPA Transportation Improvement Program as allowed by fiscal constraint.

The Draft MAPA TIP is then presented to and voted on by the MAPA TTAC and MAPA Board of Directors. After approval of the draft and the duration of the public comment period, the TIP is again presented to TTAC and the Board of Directors as a final document. Once the final TIP is approved it is submitted to MAPA’s state and federal partners for approval and inclusion in the State Transportation Improvement Programs (STIPs). After final adoption of the TIP, the ProSeCom will conduct an annual review of the program of STP projects to ensure that the selection process is geographically equitable over time.

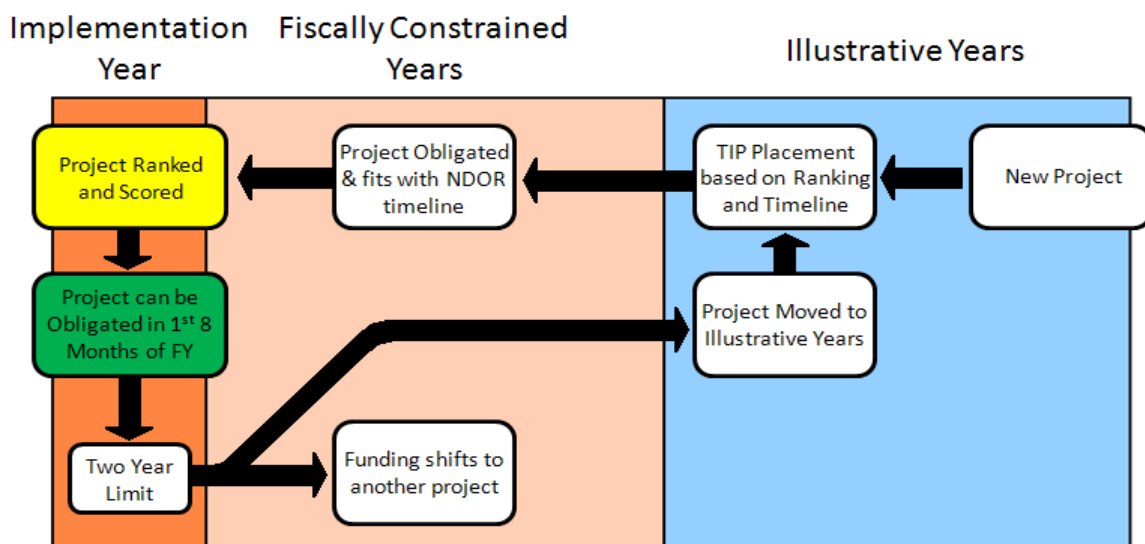
Project Selection Process and Funding Implementation

To streamline the STP and TAP funding project selection process, and to ensure the effective use of federal funds, MAPA will allocate funding of projects in the TIP using a two gate process to move projects into the implementation year. The implementation year, or year 1, of the TIP is the fiscal year during which funding for a project of project phase can be obligated. In addition to ranking projects based on criteria, projects will also be evaluated based on each project’s timeline of implementation and fiscal constraint within the TIP. The two gate process will allow projects to advance from the illustrative years to the implementation year of the TIP:

- **First Gate** – New Projects and projects wanting to move from the illustrative years to the fiscal constraint years are ranked and placed in the TIP based on each individual project’s ranking, timelines, and the available funding per year.
- **Second Gate** - Projects that can be obligated within the first 8 months of the fiscal year will be moved to the implementation year of the TIP based on NDOR timelines and fiscal constraints.

Each project that will be programmed in the TIP must submit an attainable timeline, will be ranked by MAPA staff, and approved by ProSeCom before it will be placed in the TIP. ProSeCom will have flexibility in selecting projects that are deemed higher priority to the committee. Projects will be allowed to present an argument for implementation before ProSeCom if the project sponsor wishes to challenge the points total or scoring of the project. No project will be allowed to move into the implementation year unless the project timeline has been approved by the Project Selection Committee, TTAC, and MAPA’s Board of Directors.

Only project phases that can be obligated within the first 8 months of the fiscal year based on NDOR’s timeline will be eligible to be moved to the first year of the TIP. In order to ensure implementation and effective use of STP and TAP funding, projects are limited to two years in the implementation year (most recent year) of the TIP. If a project cannot be obligated within two years, the project phase or phases will be moved to Advanced Construction or a later year within the TIP, or funding will be reallocated to another project. This will help ensure that deadlines will be met, and help those projects that have been moved forward most effectively to proceed to construction and completion.



A) General Roadway Projects (Urban or Rural)

General Guidelines

The Project Selection Committee has determined that the majority of spending in the MAPA Region will continue to be directed toward general roadway projects. 75 to 90 percent of MAPA's total annual STP apportionment is targeted for general roadway type projects (i.e. capital improvements of roadways, traditional construction). This target budget range includes both Rural and Urban roadway projects for the MAPA TMA. The remaining 10 to 25 percent of funding will be awarded to Transportation System Management or Alternative Transportation projects that have applied for STP-MAPA funding.

Project Corridors

The priority corridors shown on the following map were determined to be the most important transportation facilities that support the movement and access of people and goods in the MAPA Region. These corridors will be the focus of future investment in the MAPA region.

Corridors were further broken into a high, medium and low priority of importance for investment of STP-MAPA funding. The corridors have been segmented based upon the importance to the regional transportation system. Therefore, a corridor may change in priority level one moves along the corridor.

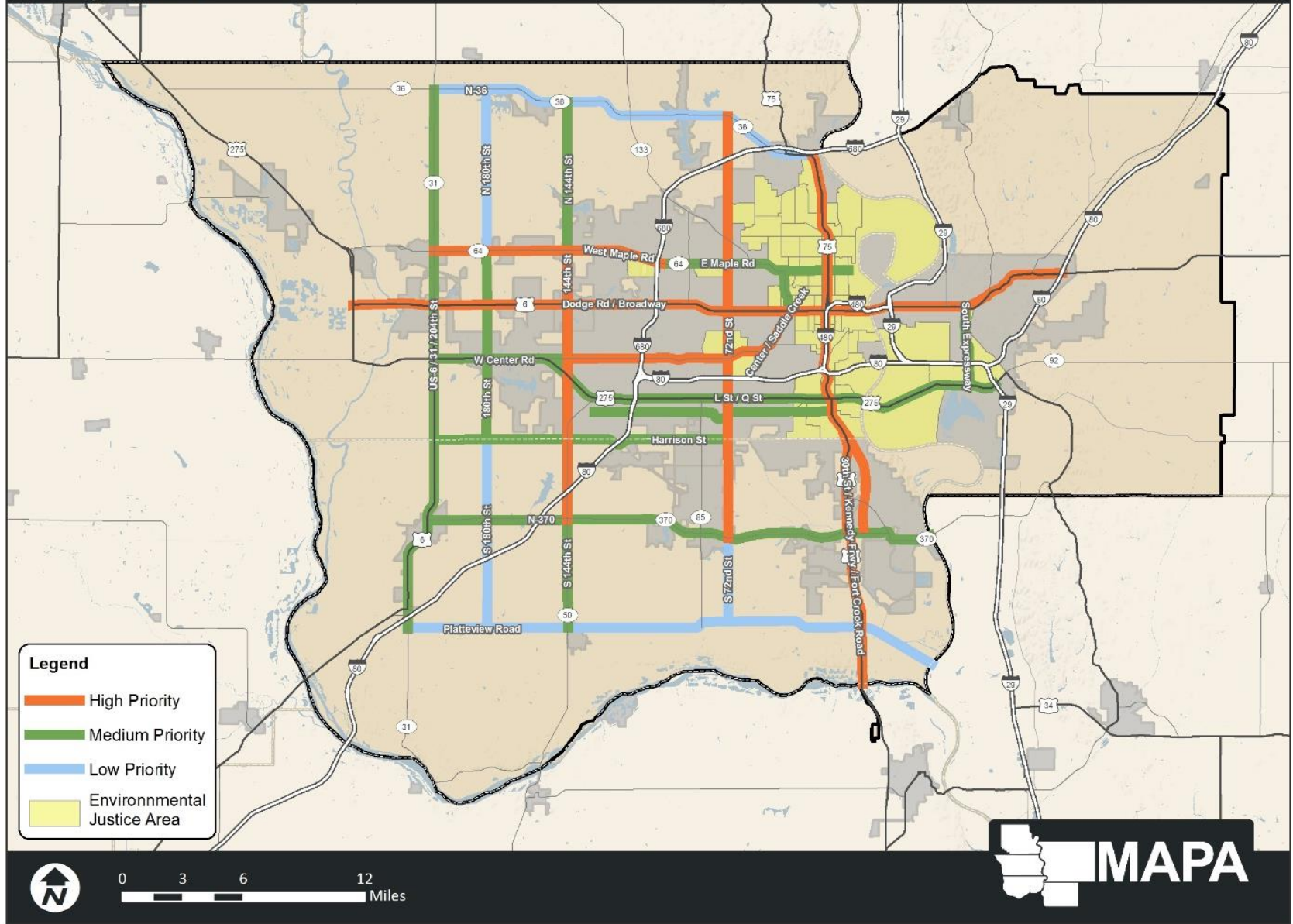
Scoring for a project that is located on a corridor is related to the relative importance of that corridor. The scoring breakdown is shown below:

- High Priority Corridor – **15 Points**
- Medium Priority Corridor – **10 Points**
- Low Priority Corridor – **5 Points**

The corridors include a buffer to allow for intersection improvement, side paths, et cetera and should not be assumed to simply mean the specific roadway they are identified with. The intent of this buffer is to allow for the transportation infrastructure to work as a system in allowing greater access and mobility for people and goods in the MAPA region.

Projects that are not located directly on or adjacent to the MAPA Priority Corridors seeking to qualify for points under this criteria must show a direct impact to a Priority Corridor. If a project not on a corridor demonstrates a positive impact to a priority corridor, the project will receive the points for the grade of corridor impacted.

Priority Corridors



Legend

- High Priority
- Medium Priority
- Low Priority
- Environmental Justice Area



0 3 6 12 Miles



Future Year Level of Service

Level of Service outputs from MAPA’s Travel Demand Model will be evaluated based on the output of the no-build Travel Demand Model. This model projects traffic flows throughout the MAPA region based on the distribution of population, employment, and Existing and Committed infrastructure investments.

Projects that have an identified Level of Service issues in the 2040 model output will be prioritized over those that are projected to have more stable operations. A map of the 2040 no build model output is included on the next page.

2040 Future Year Level of Service	
No Build LOS (V/C)	Points
F (> 1.00)	8
E (0.91 – 1.00)	6
D (0.81 – 0.90)	4
C (0.71 – 0.80)	2

Reliability Index

Travel reliability captures the variability of travel time across a corridor. The more reliable a corridor, the less travel time varies from day to day. The American Association of State Highway Transportation Official’s (AASHTO) Standing Committee on Performance Measures (SCOPM) recommends using the Reliability Index (RI80) that compares the 80th percentile travel time to a threshold time such as the median travel time for the corridor.

The RI80 captures the variability a commuter might encounter during a single work week, producing a ratio of the worst travel time during a work week (80th percentile) to the typical daily travel time (median). It is intended to reflect the extra time a traveler should budget to account for recurring travel variability.

Reliability Index (RI80)	
RI80 Ratio	Points
> 1.60	7
1.41 – 1.60	5
1.21 – 1.40	3
1.00 – 1.20	1

A map of existing corridors for which reliability data is available is included on page 11. This network includes most of ProSeCom’s Regional Priority corridors and other major roadways throughout the MAPA region. Projects will not receive points under this measure if they do not fall on or along a corridor for which reliability data is available. MAPA may request additional corridor data from the vendor if it is expected that the data will be available.

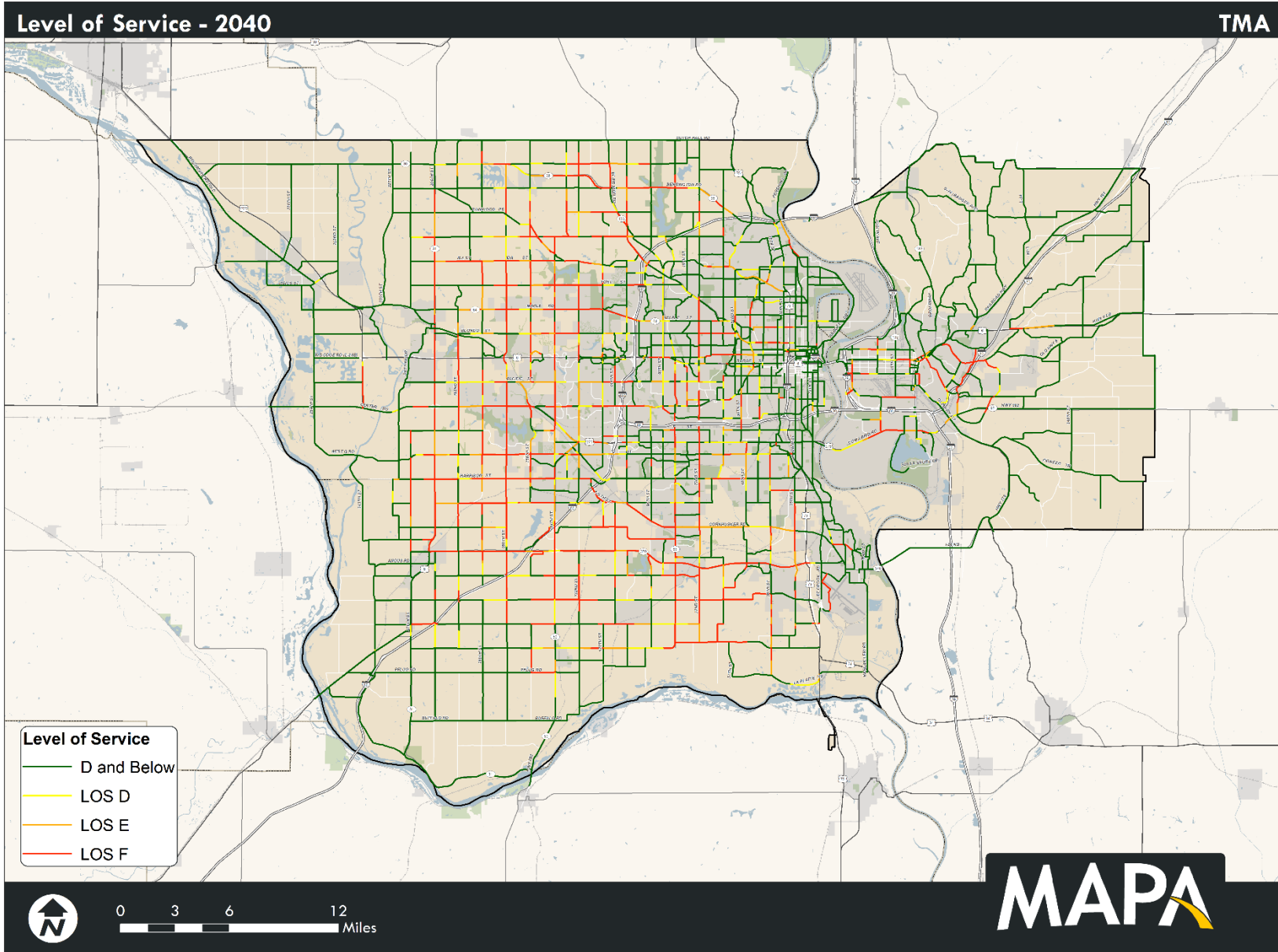
Redevelopment and Environmental Justice

Infill development and redevelopment of existing infrastructure is a key focus of the 2035 MAPA LRTP. Projects that directly support the redevelopment of an area designated for redevelopment in local planning documents. MAPA will develop an overlay of the regional redevelopment zones as shown in local planning documents. Projects occurring in regional redevelopment zones shall receive **5 points**.

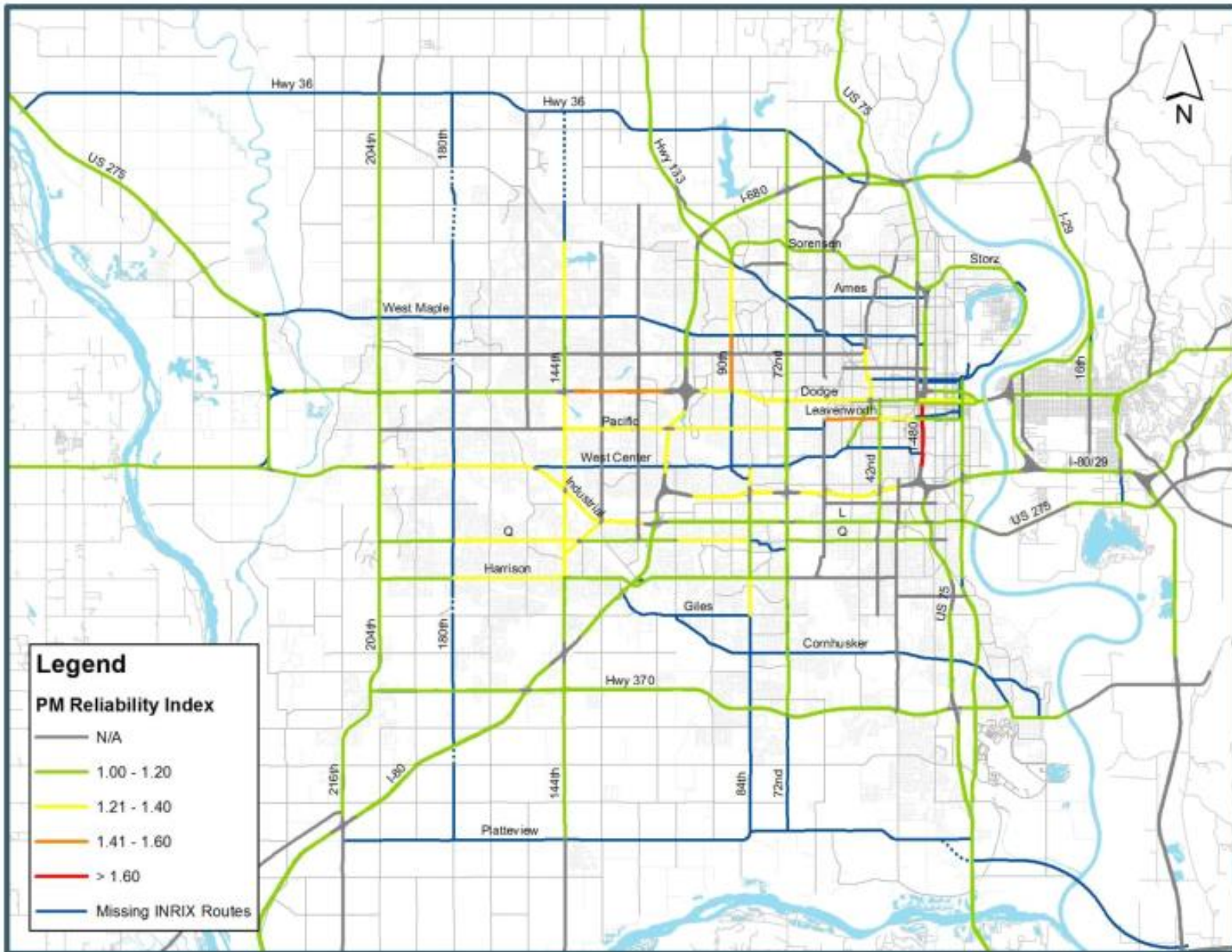
Projects that invest in areas with disproportionately high-minority and low income populations will receive additional consideration through this process. Areas of high-minority concentration, low income concentration and those areas that are both high-minority and low income are shown on the MAPA Priority Corridors Map. Projects occurring in these areas shall receive **5 points**.

Projects that occur in areas that are in designated redevelopment zones and are also in environmental justice areas shall receive **10 points**.

MAPA 2040 Travel Demand Model No-Build Level of Service



Reliability Index (RI80) Corridors in the MAPA Region



Pavement Condition- Pavement condition refers to the status of the existing pavement of a facility that is being considered for an improvement project.

- Where available, pavement condition will be graded on the Nebraska Serviceability Index (NSI) which is to be collected annually for NHS system roadways. Iowa
- Iowa Roadways will utilize the Iowa Pavement Condition Index (PCI)
 - Good Pavement
 - NSI Rating of 70.0 and above
 - PCI Rating of 60.0 or above
 - **0 Points**
 - Fair Pavement
 - NSI Rating from 50.0 to 69.9
 - PCI Rating from 40.0 to 59.9
 - **5 Points**
 - Poor Pavement
 - NSI Rating of 49.9 and below
 - PCI Rating of 39.9 and below
 - **10 Points**
- For roadways that do not have a NSI or PCI rating, pavement condition has been restricted to the following three levels: good, fair and poor.
 - **Good Pavement-** gives a first class ride and exhibit few, if any, visible signs of surface deterioration. Flexible pavements may be beginning to show evidence of rutting and fine random cracks. Rigid pavements may be beginning to show evidence of slight surface deterioration, such as minor cracks and spalling.
 - **Fair Pavement-** is noticeably inferior to new pavements, and may be barely tolerable for high-speed traffic. Surface defects of flexible pavements may include rutting, map cracking, and extensive patching. Rigid pavements in this group may have a few joint failures, faulting and/or cracking, and some pumping.
 - **Poor Pavement-** have deteriorated to such an extent that they affect the speed of free-flow traffic. Flexible pavement may have large potholes and deep cracks. Distress includes raveling, cracking, rutting and occurs over 50 percent of the surface. Rigid pavement distress includes joint spalling, patching, cracking, scaling, and may include pumping and faulting.
- **Good Pavement, 0 points**
- **Fair Pavement, 5 points**
- **Poor Pavement, 10 points**

Percentage of Local Match

While there is a minimum requirement of 20 percent local match for Federal-Aid projects, MAPA encourages submitting jurisdictions to take a greater stake in their projects. Points awarded for overmatching are shown below.

- 50+ percent Local Match
 - **15 points**

- 40 – 49 percent Local Match
 - **10 points**
- 30 – 39 percent Local Match
 - **5 points**

Ability of the submitting jurisdiction to carry the project forward as an Advance Construction project [ii]

Advance construction is a cash flow management tool that will allow MAPA to avoid future “Obligation Authority Challenges”. Advance construction projects follow all Federal-Aid guidelines for project development and delivery but reimbursement is not immediately sought for costs incurred. While projects performed under advance construction are reimbursable immediately, the sponsoring jurisdiction waits to request reimbursement of costs until subsequent fiscal years. This allows project development to continue in a timely manner while ensuring that MAPA utilizes its entire STP apportionment in a given year. Advance construction can apply to a portion of a project’s cost or the entire project. Advance construction will be shown in the MAPA TIP and documented accordingly.

Extra consideration is given to those submitting jurisdictions that have the ability to carry their projects forward as advance construction projects.

For an applying jurisdiction to receive credit for advance construction on a project they must submit a letter from their governing body certifying the ability and commitment to locally fund a specific project phase (while following all federal regulations). Only PE/NEPA and ROW acquisition advance construction will be given credit.

- **PE/NEPA Advance Construction**
 - Commitment from local jurisdiction required with application.
 - **5 points**
- **ROW Acquisition**
 - Commitment from local jurisdiction required with application.
 - **5 points**

Safety

In an effort to quantify safety deficiencies of the transportation system, ProSeCom has recommended the below metrics. The Crash Severity Index (CSI) rates the severity of a crash based upon factors relating to the injuries sustained by those involved. A complete breakdown of the CSI is located in the definitions section at the beginning of this document.

Likewise, Crashes per Million Vehicles seeks to quantify safety issues on the transportation system. By factoring these crashes per million vehicles ProSeCom can more effectively compare the locations that have significant crash issues and assign priority accordingly. Point totals related to safety and crash reduction are shown below.

- **Crash Severity Index of the facility**
 - 0-4.99; **1 point**
 - 5-9.99; **2 points**
 - 10-14.99; **3 points**
 - 15+; **5 points**
- **Crashes per Million Vehicles**
 - 0-1.99; **1 point**

- 2-2.99; **2 points**
- 3-3.99; **3 points**
- 4+; **5 points**

Bridge Sufficiency

Maintaining safe and structurally sound bridges is a key focus for the MAPA region. Projects that included improvements to bridges shall be given points based upon the condition of the existing structure that is to be improved. The National Bridge Inventory (NBI) contains information on bridge sufficiency ratings on all structures over 20 feet. The NBI will serve as the standard source for bridge sufficiency data in the MAPA region. Point breakdowns for bridge sufficiency rating are shown below.

- Good Condition
 - Bridge Sufficiency Rating of 75 and Above
 - **0 points**
- Fair Condition
 - Bridge Sufficiency Rating from 25.00 to 74.99
 - **5 points**
- Poor Condition
 - Bridge Sufficiency Rating of 24.99 or and below
 - **10 points**

Bridge Status

Projects that area intended to improve or replace bridges that are structurally deficient or functionally obsolete also receive additional consideration through this score area. The National Bridge Inventory maintains data on the structural deficiency and functionality of the bridges in the MAPA region and will serve as the source for this data. A breakdown of scoring for this category is below:

- Structurally Deficient
 - **10 points**
- Functionally Obsolete
 - **5 points**

Bridge Detour Length

Bridges represent critical crossings to support the movement and access of people and goods inside and through the MAPA region. For projects that improve or replace a bridge that may otherwise be closed MAPA will award points in relation to the detour length to make the crossing if the bridge were permanently closed.

Detour length shall be calculated as the length of the alternative crossing route on a similar transportation facility as the one to be closed. For example, if a bridge on a minor arterial is deficient and in jeopardy of being closed without repair or replacement, the detour would be routed on the next closest minor arterial (or higher) facility that would provide a link across the bridged terrain.

Detour lengths are to be calculated for a one-way direction trip.

- Detours 5 miles and over
 - **10 points**
- Detours 2.01 to 4.99 miles
 - **5 points**
- Detours 0 to 2.00 miles
 - **0 points**

Transportation Emphasis Areas

The 2035 LRTP places a great deal of importance on expanding transportation options and multi-modal infrastructure improvement. Transportation alternatives are encouraged to be added to any and all infrastructure improvement projects in the appropriate context.

Transportation alternatives for consideration are as follows:

Transportation Emphasis Areas					
Transit/HOV	Points	Intelligent Transportation Systems	Points	Bicycle/Pedestrian	Points
Bus Rapid Transit (BRT) Dedicated Lanes	4	Adaptive Traffic Control Systems	4	Cycle Track	4
Bus Rapid Transit (BRT) Stations	4	Traffic Signal Coordination	4	On-Street Bicycle Lane	4
Bus Signal Priority/Preemption	4	Dynamic Message Board Display	2	Shared Lane Markings	2
Queue Jump Infrastructure	4	Video/Infrared detection equipment	2	Off-Street Bicycle Trail	2
Striped Transit Lane	2	Permanent traffic count equipment	2	Bicycle Parking Amenities/Racks	2
Park and Ride Lot	2	Ramp Meters/Gates	2	Enhanced Bicycle Crossings	2
Enhanced Bus Shelters	2	Bicycle traffic signal detection	2	Cross Walk Islands/Shelters	2
HOV Lanes	2	Emergency Vehicle Signal Priority/Preemption	2	Pedestrian Bridges	2
				Enhanced Signage/Way-finding	1
				Side Paths	1

B) Alternative Transportation Projects

General Guidelines

Projects seeking funding as Alternative Transportation Projects under MAPA’s Surface Transportation Program funding should apply for Transportation Alternatives Program (TAP) funding. If the annual requests for TAP-MAPA funding exceed what is available, the Transportation Alternatives Program Committee will make a recommendation of projects to the Project Selection Committee for consideration along with other requests to STP. These recommendations will be evaluated and considered along with System Management projects for approximately 10-25 percent of the any allocation of funding available for STP-MAPA projects. This process ensures that all applications for regional funding are competitive and are evaluated against similar projects seeking regional funding.

C) Transportation System Management Projects

General Guidelines

Together with Alternative Transportation Projects, Transportation System Management Projects are targeted to compose 10-25 percent of MAPA’s total annual STP apportionment. Systems management is a broad term that encompasses planning studies, Intelligent Transportation System activities, signal coordination projects, or any other transportation project that enhances the operation of the transportation system.

D) Heartland 2050 Mini-Grant Projects

General Guidelines

Up to \$250,000 in Nebraska and \$80,000 in Iowa may be allocated from MAPA’s total annual STPBG apportionment for projects selected under the Heartland 2050 mini-grant program. The Heartland 2050 Policy Guide details the method for selecting and funding projects. Projects chosen through this process will be reviewed by TTAC and submitted to the Board of Directors for final approval.

Selection Criteria and Total Points

Percentage of Local Match

While there is a minimum requirement of 20 percent local match for Federal-Aid projects, MAPA encourages submitting jurisdictions to take a greater stake in their projects. Points awarded for overmatching are shown below.

- 50+ percent Local Match
 - **15 points**
- 40 – 49 percent Local Match
 - **10 points**
- 30 – 39 percent Local Match
 - **5 points**

Intelligent Transportation System – Delay Reduction (LOS)

Submitting jurisdictions are asked to quantify the delay reduction by means of a intersection level of service impact at intersections or along corridors resulting from a successful ITS deployment. ITS focused level of service improvements will be scored on the below matrix:

ITS Deployment Delay Reduction		
No Build LOS	Deployment LOS	Points
F	A	15
F	B	12

F	C	9
E	A	12
E	B	9
E	C	6
D	A	9
D	B	6
D	C	3

Benefits of the Proposed Study

In the case of a transportation related study, the submitting jurisdiction is asked to describe how the project will benefit the MAPA Region. This should be a brief description of facts. To the extent possible, applicants seeking to fund a study through MAPA STP – Systems Management funding should pursue proposed studies that have been listed in local or regional planning documents.

- **0-25 points**

Description of Multi-Jurisdictional Impacts

The submitting jurisdiction is asked to describe the project’s positive multi-jurisdictional impacts and the total number of partnering jurisdictions that the project will include. In an effort to foster collaboration and regionalism more credence will be given to projects that impact a greater number of jurisdictions.

Multi-Jurisdictional Impacts	
6+ Partners	15 Points
5 Partners	12 Points
4 Partners	9 Points
3 Partners	6 Points
2 Partners	3 Points

4) Project Application Forms

Application for STP-MAPA Funding for FY 2018			
General Roadway Projects (Urban or Rural)			
Attach This Application Form to Your NDOR DR 530 Form and Probable Class of NEPA Action (DR53) Form When Applying for STP-MAPA Funding			
A Project Map Must Also be Attached to This Document When Applying for STP-MAPA Funding			
Project Name: _____			
Project Sponsor: _____			
Location: _____			
Description: _____			
NBIS # (if applicable): _____			
Funds Requested:	Federal	Local	Total
<i>PE/NEPA/Final Design</i>			
<i>ROW</i>			
<i>Utilities/Construction/CE</i>			
Total			
Is this project listed in the MAPA 2035 LRTP? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is this project listed in local planning documents? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Federal Functional Classification of the transportation facility to be improved:			
<u>Corridors</u>			
<input type="checkbox"/> <i>High Priority</i>	<input type="checkbox"/> <i>Medium Priority</i>	<input type="checkbox"/> <i>Low Priority</i>	<input type="checkbox"/> <i>None</i>
<u>Environmental Justice</u>			
<input type="checkbox"/> <i>Environmental Justice</i>	<input type="checkbox"/> <i>Development Zone</i>	<input type="checkbox"/> <i>High Minority</i>	<input type="checkbox"/> <i>None</i>
How will the proposed improvement effect the Volume to Capacity ratio of the transportation facility? (Calculate by subtracting existing V/C ratio from future V/C ratio for Level of Service)			

Explain how the proposed improvement relates to economic development/redevelopment			
Is this project connected to a binding redevelopment or new development project?			
<input type="checkbox"/> <i>Redevelopment</i>	<input type="checkbox"/> <i>New Development</i>		
Please explain below:			

What is the condition/status of the existing pavement?			
<input type="checkbox"/> <i>Good</i>	<input type="checkbox"/> <i>Fair</i>	<input type="checkbox"/> <i>Poor</i>	

What is the percentage of Local Match the submitting jurisdiction will commit to this project?

(Minimum 20 percent)

Does the submitting jurisdiction have the potential to carry this project forward as an Advance Construction project?

- Yes No

Please calculate the Crash Severity Index for the existing facility by using the following formula:

$$CSI = \frac{n\text{PDO} + n\text{PI1} + n\text{PI2} + n\text{PI3} + n\text{F}}{n\text{Total Crashes}}$$

CSI= _____

Please calculate the Crashes per Million Vehicles for the existing facility

Is this bridge Structurally Deficient or Functionally Obsolete

- Structurally Deficient Functionally Obsolete Sufficiency Rating: _____

The proposed improvement includes the following features:

(Check all that apply)

- | | | |
|---|--|--|
| <input type="checkbox"/> Bus Rapid Transit Lanes | <input type="checkbox"/> Traffic Control Systems | <input type="checkbox"/> Cycle Track |
| <input type="checkbox"/> Bus Rapid Transit Stations | <input type="checkbox"/> Traffic Signal Coordination | <input type="checkbox"/> On-Street Bicycle Lane |
| <input type="checkbox"/> Bus Signal Priority | <input type="checkbox"/> Dynamic Message Boards | <input type="checkbox"/> Shared Lane Markings |
| <input type="checkbox"/> Queue Jump Infrastructure | <input type="checkbox"/> Video detection equipment | <input type="checkbox"/> Off-Street Bicycle Trail |
| <input type="checkbox"/> Striped Transit Lane | <input type="checkbox"/> Traffic count equipment | <input type="checkbox"/> Bicycle Parking Amenities/Racks |
| <input type="checkbox"/> Park and Ride Lot | <input type="checkbox"/> Ramp Meters/Gates | <input type="checkbox"/> Enhanced Bicycle Crossings |
| <input type="checkbox"/> Enhanced Bus Shelters | <input type="checkbox"/> Bicycle traffic signal detect | <input type="checkbox"/> Cross Walk Islands/Shelters |
| <input type="checkbox"/> HOV Lanes | <input type="checkbox"/> Emergency Vehicle Signal Priority | <input type="checkbox"/> Pedestrian Bridges |
| | | <input type="checkbox"/> Enhanced Signage/Way-finding |
| | | <input type="checkbox"/> Side Paths |

Please describe how this project fulfills or applies to local (comprehensive plans) or regional (MAPA LRTP) transportation goals:

Application for STP-MAPA Funding for FY 2018

Systems Management Transportation Projects

Please Attach This Scoring Sheet to Your NDOR DR 530 Form and Probable Class of NEPA Action (DR53) Form When Applying for TAP-MAPA Funding

Project Name:

Project Sponsor:

Description:

Funds Requested:	Federal	Local	Total
<i>PE/NEPA/Final Design</i>			
<i>ROW</i>			
<i>Utilities/Construction/CE</i>			
Total			

Please briefly describe the project concept and what is to be accomplished

What is the percentage of Local Match that the submitting jurisdiction will commit to this project?

If the submitting jurisdiction is applying for an ITS related project, is the project applicable under the existing MAPA ITS Architecture?

Yes

No

Please describe how the proposed improvement will enhance the ITS of the MAPA Region

If the submitting jurisdiction is applying for a transportation related study, please describe how the study will benefit the MAPA Region

Please describe the proposed project's multi-jurisdictional impacts

If the proposed project is not applicable to any of the above questions or requires further explanation to create a clear picture of what is to be accomplished, please describe the project below

5) Project Scoring Rubrics

Scoring Rubric for STP-MAPA Funding FY2017			
General Roadway Projects			
Reviewer Name/Organization:			
Project Name:			
Project Sponsor:			
Description:			
Is this project listed in the MAPA 2035 LRTP and Local Planning Documents?		Yes	No
Is this project located on an Identified complete streets corridor?		Yes	No
		Available Points	Assigned Points
Corridor Priority	High	15	
	Medium	10	
	Low	5	
Environmental Justice	Environmental Justice Area	5	
	Redevelopment Area	5	
Region Accessibility Improvements	No Build LOS		
	F	8	
	E	6	
	D	4	
	C	2	
	Reliability Index		
	> 1.60	7	
	1.41 - 1.60	5	
	1.21 - 1.40	3	
1.00 - 1.20	1		
Existing Pavement Conditions	Poor	10	
	Fair	5	
	Good	0	
Funding Options	% Match	50+ %	15
		40.1 to 49.9%	10
		30 to 39.9%	5
Potential to Advance Construct	Preliminary Engineering/NEPA Phase		5
	ROW/Construction Engineering Phase		5
Safety	Crash Severity Index	0-4.99	1
		5-9.99	4
		10-14.99	8
		15+	10
	Crashes per Million Vehicles	0-1.99	1
		2-2.99	4
		3-3.99	8
		4+	10
Bridge Sufficiency	Sufficiency Rating	0 - 25.00	10
		25.01-75.00	5
		75+	0
Bridge Status	Bridge Status from NBI	Structurally Deficient	10
		Functionally Obsolete	5

	Feature		
Transportation Emphasis Areas	Bus Rapid Transit (BRT) Dedicated Lanes	4	
	Bus Rapid Transit (BRT) Stations	4	
	Bus Signal Priority/Preemption	4	
	Queue Jump Infrastructure	4	
	Striped Transit Lane	2	
	Park and Ride Lot	2	
	Enhanced Bus Shelters	2	
	HOV Lanes	2	
	Adaptive Traffic Control Systems	4	
	Traffic Signal Coordination	4	
	Dynamic Message Board Display	2	
	Video/Infrared detection equipment	2	
	Permanent traffic count equipment	2	
	Ramp Meters/Gates	2	
	Bicycle traffic signal detection	2	
	Emergency Vehicle Signal Priority/Preemption	2	
	Cycle Track	4	
	On-Street Bicycle Lane	4	
	Shared Lane Markings	2	
	Off-Street Bicycle Trail	2	
	Bicycle Parking Amenities/Racks	2	
	Enhanced Bicycle Crossings	2	
	Cross Walk Islands/Shelters	2	
	Pedestrian Bridges	2	
Enhanced Signage/Way-finding	1		
Side Paths	1		
Additional Comments			

Scoring Rubric for STP-MAPA Funding FY2018

Systems Management Projects

Reviewer Name/Organization:					
Project Name:					
Project Sponsor:					
Description:					
Is this project listed in the MAPA 2035 LRTP?			Yes	No	
			Available Points	Assigned Points	
Funding Options	% Local Match	50+%	15		
		40 to 49%	10		
		30 to 39%	5		
ITS/Delay Reduction (Level of Service)	No Build LOS	Deployment LOS			
	F	A	15		
	F	B	12		
	F	C	9		
	E	A	12		
	E	B	9		
	E	C	6		
	D	A	9		
	D	B	6		
D	C	3			
Benefit of Study to Region	Benefits Demonstrated in Narrative		0-25		
Multi-jurisdictional Impacts	6+ Partners		15		
	5 Partners		12		
	4 Partners		9		
	3 Partners		6		
	2 Partners		3		
Applicability of Project to Local and Regional Transportation Goals	Up to 20 Bonus Points		0-20		
Total Score					
Additional Comments					



Conflict of Interest Disclosure Form for LPAs for
Local Federal-aid Transportation Projects

Project Owner (LPA):

Project Name:

Project Number:

Project Control Number:

As LPA's Employee / Board Member for the above local Federal-aid transportation project, I have:

1. Reviewed the Conflict of Interest Guidance Document found on the NDOR website (attached); and
2. Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36 and Neb. Rev. Stat. §§ 49-1401 to 1444 and 49-1493 to 14,104, and in particular, 49-14,101 to 14,103.07; and
3. Reviewed the reverse side of this form, "How Do I Determine Whether I Have a Conflict of Interest?"

And, to the best of my knowledge, determined that, for myself, any official, employee or agent of LPA, including family members and personal interests of the above persons, involved with consultant procurement and management of the project there are:

No real or potential conflicts of interest

If no conflicts have been identified, complete and sign this form and submit to NDOR

Real conflicts of interest or the potential for conflicts of interest

If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, including the information requested on the reverse side of this form for the type of conflict being reported, and provide a detailed description of LPA's proposed mitigation measures (if possible). Complete and sign this form and send it, along with all attachments, to NDOR.

Print Name:

Title:

Signature

Date

How Do I Determine Whether I Have a Conflict of Interest?

The following Sections are provided as guidance to LPA in determining whether a real or potential Conflict of Interest (COI) exists and in disclosing details concerning potential conflicts of interest. Please also review “The Law” and “Definitions” sections of the Guidance Document.

Section 1 – LPA Officer, Employee or Agent COI

Are there any officials, employees or agents of your LPA who are employed, on a full or part-time basis, by any **Private Business that Provides Goods or Services for Transportation Projects**, or who may currently have, or within the last two years did have, a **Personal Interest, Financial Interest** or any **other interest** in such Private Business, as those terms are defined in the Conflict of Interest Guidance Document?

If yes, please list on an attached sheet; (1) the name, address and phone number of the person(s); (2) the title and detailed job description of the position(s) held with LPA, including whether they have any duties concerning the negotiating, approving, accepting or **administering** of any contract or subcontract for LPA’s federal-aid transportation project; (3) the name, address and phone number of the person(s) employing or interested Private Business(s); (4) the title and detailed job description of the position(s) held with that/those Private Business(s); and/or (5) all information known about the personal, financial and/or other interest of the person(s) in that/those Private Business(s). (For this document, **administering** includes any duties of oversight, contract compliance, evaluation or enforcement, but does not include the duties of paying or processing invoices that are reviewed and approved by others with LPA.)

Section 2 – Persons Associated with LPA, Financial or Personal Interest COI

Section 49 CFR 18.36(b)(3) Procurement, extends the potential for conflicts of interest to persons **associated with** an LPA official, employee or agent. There may be a conflict of interest on a federal-aid transportation project if a person associated with an LPA official, employee or agent has a **Financial Interest** or **Personal interest** in a **Private Business that Provides Goods or Services for Transportation Projects**. These indirect conflicts of interest can extend to the following persons associated with an LPA official, employee or agent; (a) any member of his [or her] **Immediate Family**; (b) his [or her] partner; or (c) an organization or Private Business which employs, or is about to employ, the LPA official, employee or agent, their Immediate Family or partner. Are there any officials, employees or agents of your LPA who have **persons associated with** them (as listed in the preceding sentence) who are employed, on a full or part-time basis, by any **Private Business that Provides Goods or Services for Transportation Projects**, or who may currently have, or within the last two years did have, a **Personal Interest, Financial Interest** or any **other interest** in such Private Business, as those terms are defined in the Conflict of Interest Guidance Document?

If yes, please list on an attached sheet; (1) the name, address and phone number of the person(s) associated with the LPA official, employee or agent; (2) a detailed description of their relationship to LPA, including the name, address, phone number and LPA position held by the official, employee or agent of LPA; (3) a detailed description of the duties of the official, employee or agent of LPA, including whether that person(s) has any duties for the LPA concerning the negotiating, approving, accepting or **administering** of any contract or subcontract for the LPA’s federal-aid transportation project; (4) the name, address and phone number of the Private Business(s); (5) the title and detailed job description of the position(s) held with Private Business(s); and/or (6) all information known about the personal, financial and other interest in that/those Private Business(s).

Section 3 – Real Estate COI

Are there any officials, employees or agents of LPA, or persons associated with the officials, employees or agents, who have an ownership interest in land that may be needed, directly or indirectly, temporarily or permanently, for the construction of a proposed or active federal-aid transportation project (including land that may be needed for contractor’s use or for materials to be used on the project, such as fill material, sand or gravel)?

If yes, please list on an attached sheet; (1) the name, address and phone number of the owner(s); (2) a detailed description of the owner(s) relationship to LPA, including the name, address and phone number of the official, employee or agent of LPA; (3) the address, legal description, and a map or aerial photo identifying the location of the property; (4) a description of the potential need or use of this property for the federal-aid transportation project; and (5) a declaration by the LPA official, employee or agent that they will comply with the third sentence of 23 CFR Section 1.33.