

SIOUX CITY METROPOLITAN AREA  
IOWA- NEBRASKA- SOUTH DAKOTA

FY 2021  
(JULY 1, 2020 - JUNE 30, 2021)  
TRANSPORTATION  
PLANNING WORK  
PROGRAM

SIOUXLAND INTERSTATE METROPOLITAN  
PLANNING COUNCIL  
METROPOLITAN PLANNING ORGANIZATION

THIS PROGRAM WAS PREPARED WITH FUNDS PROVIDED THROUGH THE  
FIXING AMERICA'S SURFACE TRANSPORTATION ACT (FAST ACT)

APPROVED: MAY 7, 2020

AMENDED: SEPTEMBER 3, 2020

## **Acknowledgements**

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### **Policy Board Members**

Ken Beaulieu, Chair	Board Member	Dakota Dunes CID, SD
Richard Owens, Vice Chair	Board Member	Sioux City Transit System, Sioux City, IA
Pete Groetken	Council Member	City of Sioux City, IA
Keith Radig	Supervisor	Woodbury County, IA
Bill Gaukel	Council Member	City of Sergeant Bluff, IA
Larry Albenesius	Supervisor	Dakota County, NE
Kodi Bensen	Council Member	City of North Sioux City, SD
Mike Dailey	Commissioner	Union County, SD
Joe Bogenrief	Mayor	City of Jefferson, SD
Vacant	Council Member	City of Dakota City, NE
Julie Schoenherr	Council Member	City of Sioux City, IA
Carol Schuldt	Council Member	City of South Sioux City, NE
Craig Anderson	Supervisor	Plymouth County, IA

### **Transportation Technical Committee Members**

David Carney, Chairperson	Public Works Director	City of Sioux City, IA
Tom Rohe, Vice Chairperson	Engineer	Plymouth County, IA
Aaron Lincoln	City Administrator	City of Sergeant Bluff, IA
Lance Hedquist	City Administrator	City of South Sioux City, NE
Mike Collett	Assistant City Manager/ Airport Director	Sioux City Gateway Airport, Colonel Bud Day Field, Sioux City, IA
Jeff Dooley	Community Improvement District Manager	Dakota Dunes CID, SD
Eric Christensen	City Administrator	City of North Sioux City, SD
Jason Allen	City Administrator	City of Dakota City, NE
Jerry Buum	Highway Superintendent	Union County, SD
Mark Nahra	Engineer	Woodbury County, IA
Fred Kellog	Highway Superintendent	Dakota County, NE
Jill Wanderscheid	Neighborhood Services Supervisor	City of Sioux City, IA
Jeff Harcum	Operations Supervisor	Sioux City Transit System, Sioux City, IA

### **Policy Board & Transportation Technical Committee Non-Voting Members**

Eva Steinman	Federal Transit Administration - Region VII
Darla Hugaboom	Federal Highway Administration - Iowa
Justin Luther	Federal Highway Administration - Nebraska
Mark D. Hoinies	Federal Highway Administration - South Dakota
Dakin Schultz	Iowa Department of Transportation
Craig Wacker	Nebraska Department of Transportation
Sarah Gilkerson	South Dakota Department of Transportation

### **Siouxland Interstate Metropolitan Planning Council (SIMPCO) Staff**

Michelle Bostinelos	Executive Director
Erin Berzina	Regional Planning Director
Hannah Neel	Regional Planner
Dawn Kimmel	Regional Planner
Alejandra Quintana	Regional Planner
Victoria Halloran	Regional Planner
Patty Anderson	Regional Planner
Curt Miller	Transit/Facilities Director
Bill Cole	Finance Director
Sharon Burton	Executive Assistant
Emily Coppock	Administrative Assistant

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## INTRODUCTION

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The Siouxland Interstate Metropolitan Planning Council (SIMPCO), as the Metropolitan Planning Organization (MPO), has developed a **Transportation Planning Work Program** (TPWP) for the Sioux City Metropolitan Planning Area (hereinafter referred to as the “Metropolitan Planning Area”) consisting of the cities of Sioux City and Sergeant Bluff, Iowa; Dakota City and South Sioux City, Nebraska; Dakota Dunes and North Sioux City, South Dakota; and the unincorporated portions of Woodbury, Plymouth, Dakota, and Union Counties that lie within the metropolitan planning area boundary. This TPWP was put together under the direction of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (Iowa DOT), Nebraska Department of Transportation (NDOT), and South Dakota Department of Transportation (SDDOT), as a requirement of the Fixing American’s Surface Transportation Act (FAST Act). The FAST Act was signed by the President on December 4, 2015. FAST Act provides federal funding authorizations for the highway network, highway safety, alternative modes, and mass transportation through Fiscal Year 2021. The FAST Act builds on the foundation set by the past transportation bills, the Intermodal Surface Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21).

It is the purpose of the *MPO Transportation Planning Work Program FY 2021* to provide all citizens of the Metropolitan Planning Area, the FHWA, FTA, Iowa DOT, NDOT, and SDDOT with the MPO multimodal and intermodal transportation planning work program, including the objectives and budget for fiscal year 2021 (July 1, 2020 – June, 30 2021). Preparation of the TPWP consisted of compiling background information provided through the U.S. Census, U.S. DOT, Iowa DOT, NDOT, SDDOT, and other named sources. The MPO was responsible for the preparation of this TPWP, with guidance given by local and county officials, the MPO Transportation Technical Committee (TTC), Policy Board, and through citizen input. The information in this program represents a continuing planning process that will be reviewed and modified annually. The purpose of a TPWP is to serve as a guiding document of information addressing current and projected transportation needs and work products for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such.

The information contained in the following pages will provide a better understanding of the MPO transportation planning work program proposed for FY 2021. Decisions made with this planning process utilize current transportation network characteristics, current and projected social, physical, environmental, and economic characteristics, as well as various local and county citizen participation, and local official involvement. Several local and regional meetings were held throughout the development of the *MPO Transportation Planning Work Program FY 2021* in order to encourage and receive a diversity of information and participation.

Transportation issues facing the region are identified in the 2040 Long Range Transportation Plan that was approved on January 7, 2016. The 2040 Long Range Transportation Plan divides transportation issues by mode; however, there may be instances that the issues overlap between modes. Below is a list of issues identified in the 2040 Long Range Transportation Plan.

### Bicycle and Pedestrian Issues:

- Coordination between regional, local and DOT staff on bicycle and pedestrian transportation needs, issues and concerns.
- Lack or gaps in bicycle and pedestrian infrastructure.
- Lack of safety and education (public awareness programs) regarding bicycles and pedestrians safety.

Transit Issues:

- Low ridership.
- Mobility issues relating to transit dependent populations.
- Limited funding to increase or expand transit services.
- Coordination between health/human service providers, private transportation providers and public transit.
- Lack of ITS projects such as routes linking to cell phones or real time route information for riders.

Streets and Highway Issues:

- Geographic issues. A none-grid-like layout of the arterial street network caused by the Missouri River and Loess hills topography. Major arterial roads often follow the valleys or may follow very steep hills, or there may be a gap in several places in the metro area.
- Lack of a west/east four-lane highway through the metro area. More specifically NE 35
- East-west connectivity on the north side of the planning area.
- At-grade railroad crossings with increase rail traffic.
- Lack of new interchanges and road alignments to facilitate economic development.

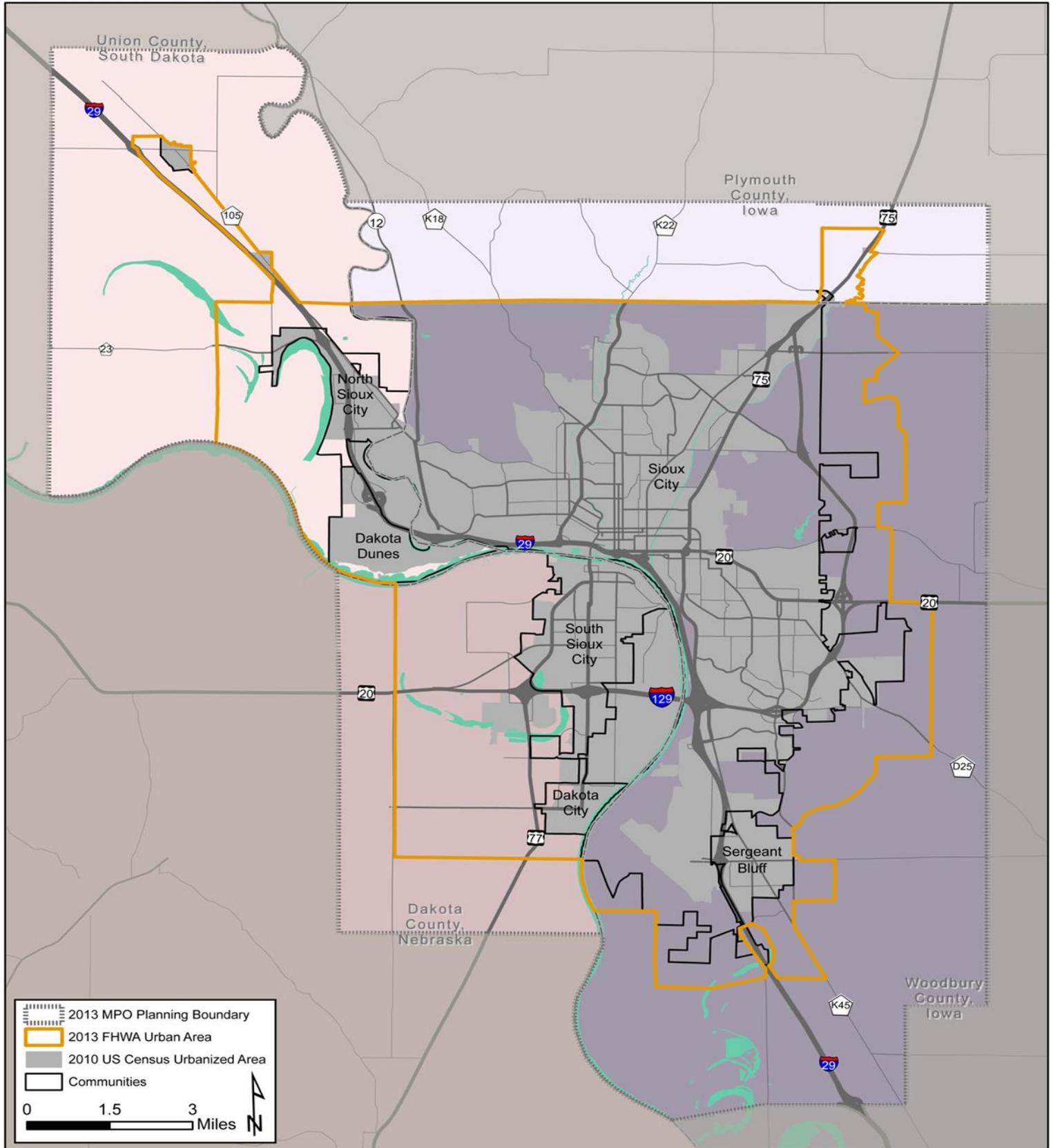
Freight/Intermodal Issues:

- Coordination between freight providers and MPO.
- Lack of diversity in flights and airlines coming in and out of airport for passengers.
- No dedicated cargo serving the airport.
- River levels causing barge traffic to be impossible.
- Railroad crossing and operational safety as freight rail continues to grow in the metro area.

Map 1.1

**SIMPCO MPO  
Location Map**

The MPO Planning Boundary represents the projected metropolitan area out 20 years from designation. The FHWA urban boundary is that which determines eligibility for federal funding programs. The Census Urbanized Area is used for the purpose of tabulating and presenting Census Bureau statistical data.



## **TPWP DEVELOPMENT PROCESS**

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### **Siouxland Interstate Metropolitan Planning Council**

The Siouxland Interstate Metropolitan Planning Council (SIMPCO) functions as the Metropolitan Planning Organization, responsible for the submission of transportation planning documents to the FHWA, FTA, Iowa DOT, NDOR, SDDOT, and public distribution. SIMPCO (staff) works with the MPO Policy Board and Transportation Technical Committee. Meaningful public involvement will be encouraged and actively sought throughout the planning and development of the area's transportation plans and programs. Area citizens will be provided an opportunity and encouraged to comment on every aspect of the transportation planning process through planning meetings, public hearings, and individual correspondence. SIMPCO will facilitate the development of all planning elements for the Metropolitan Planning Area.

### **Staff**

The SIMPCO professional staff is available to aid local officials and concerned citizens in implementing transportation and various community improvement programs in an overall effort to enhance the area. Staff members encourage and assist local leaders in several programs, with strong emphasis on the benefits of regional cooperation and coordination. The SIMPCO staff involved with transportation planning includes an Executive Director, Finance Director, Regional Planning Director and five regional planners.

### **Duties**

The Executive Director, with assistance from the Regional Planning Director and five regional planners, is responsible for the development and management of transportation activities as outlined in the FAST Act. The Executive Director is the agency's Chief Administrative Officer and Chief Operating Officer and is responsible for the oversight of the agency's activities, acting as its decision-maker and policy coordinator. The Executive Director also coordinates activities of the entire staff and ensures a cohesive outline in order to develop a positive approach to the area transportation planning initiative.

### **Policy Board**

The MPO Policy Board will be responsible for establishing and setting policy for the metropolitan planning area's transportation network objectives. The Policy Board will approve the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP), and the Passenger Transportation Plan (PTP) planning elements prior to submittal to the FHWA, FTA, Iowa DOT, NDOT, and SDDOT.

### **Transportation Technical Committee**

The MPO Transportation Technical Committee (TTC) is responsible for the month-to-month administration of the transportation planning process, providing data and technical assistance necessary for the development, maintenance, and recommendation to the Policy Board of the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP) and the Passenger Transportation Plan (PTP).

## **MPO WORK ELEMENTS**

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The FAST Act emphasizes transportation planning activities at both the state and regional levels. There is a federal requirement for a statewide planning process in cooperation with Metropolitan Planning Organizations. Both state and Metropolitan Planning Organizations are required to prepare 20 year long-range transportation plans. The MPO Policy Board adopted the *2040 SIMPCO MPO Long Range Transportation Plan* on January 7, 2016. The MPO developed long range planning objectives for the multimodal and intermodal transportation planning element within the Metropolitan Planning Area. The objectives were developed from citizen participation, city and county representation, the Iowa DOT, NDOT, SDDOT, FTA, FHWA, and from a list of transportation priorities developed by the Transportation Technical

Committee. These MPO work elements were developed to provide a foundation of fully integrated, economically feasible, and efficient means of transportation planning within the Metropolitan Planning Area, and as it relates to the planning processes in Iowa, Nebraska, and South Dakota.

**Element A: Transportation Planning Work Program (TPWP) 1%**

- TPWP/Budget
- Progress Reports/Reimbursements

**Objective:**

Prepare, monitor and maintain a Transportation Planning Work Program for the MPO.

**FY 2020 Accomplishments:**

- *SIMPCO MPO Transportation Planning Work Program FY 2021* produced and approved May 7, 2020; and
- Prepared quarterly progress reports and associated reimbursement request to the Iowa DOT Nebraska DOT, and the South Dakota DOT.

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Maintaining and monitoring the *FY 2021 Transportation Planning Work Program* and budget, and amending the work program and budget as needed;
- Preparing quarterly progress reports that document activities accomplished and associated with the *FY 2021* work elements;
- Prepare Final Report to Iowa DOT, Nebraska DOT and South Dakota DOT; and
- Preparing a *FY 2022 Transportation Planning Work Program* and budget.

**Anticipated FY 2021 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Monitoring the *FY 2021 Transportation Planning Work Program* and budget (ongoing);
- Quarterly progress reports and reimbursement requests to the Iowa DOT, Nebraska DOT, and South Dakota DOT (ongoing);
- Final Report to Iowa DOT, Nebraska DOT and South Dakota DOT; and
- *SIMPCO MPO Transportation Planning Work Program FY 2022* to be produced and approved by May 1, 2021.

**Total Budget: \$6,257**

**Total Staff Hours: 92**

**Element B: Transportation Improvement Program (TIP) 15%**

- Surface Transportation Block Grant Program (STBG)
- Federal-Aid SWAP
- Transportation Alternatives Program (TAP)
- Transportation Improvement Program Document
- Amendments and revisions to the Transportation Improvement Program Document

**Objective:**

Keep the Transportation Improvement Program accurate and up to date. This implies getting the Policy Board and Transportation Technical Committee to continually allocate transportation funds for planned upcoming projects on a yearly basis and making adjustments as priorities and resource availability changes.

**FY 2020 Accomplishments:**

- Approval of the *SIMPCO MPO Transportation Improvement Program FY 2020 – 2023*;
- Amend and revised the *SIMPCO MPO Transportation Improvement Program FY 2020 – 2023*;
- Review of STBG/TAP Request for Proposals applications to ensure compliance with FAST Act/DOT guidance;
- Solicitation, project review, and project funding recommendations for the STBG and TAP Request for Proposals for the *FY 2021 – 2024 Transportation Improvement Program*;
- Utilized the TPMS system to develop the *SIMPCO MPO Transportation Improvement Program for FY 2021 – 2024*; and
- Monitor and maintain the *FY 2020– 2023 TIP and FY 2021 – 2024 TIP*.

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Continue to monitor the funds programmed in the TIP through project status reports and through communication with the Iowa DOT, Nebraska DOT, and the South Dakota DOT;
- Maintaining, revising, and amending, as necessary the *SIMPCO MPO FY 2021 – 2024 TIP*;
- Re-evaluate scoring criteria for STBG/TAP project selection as necessary;
- Solicitation, project review, and project funding recommendations for Iowa members for the STBG and TAP Request for Proposals for the *FY 2022 – 2025 Transportation Improvement Program*;
- Monitoring of eligible road and bridge projects from STBG funding to the Iowa DOT SWAP program; and
- Preparing a *FY 2022 – 2025 TIP*, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program (STIP)* using the Transportation Program Management System (TPMS) as well as coordinating and being consistent with the South Dakota DOT and Nebraska DOT's respective STIP's.

**FY 2021 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Evaluate status of FY 2021 transportation improvement projects (ongoing);
- Finalize and approve *MPO Transportation Improvement Program FY 2021 – 2024* (July 2020);
- Prepare *MPO Transportation Improvement Program FY 2022 – 2025* (April 2021);
- Review *Statewide Transportation Improvement Programs FY 2021 – 2024 (IA, NE, SD)* and make comments;
- Amend and revise *MPO Transportation Improvement Program FY 2021 – 2024* (ongoing);
- Administer Surface Transportation Block Grant Program (STBG) and Transportation Alternative Program (TAP) Candidates (January/February 2021);
- Incorporating the FY 2025-funded STBG and TAP projects in the draft *FY 2022 – 2025 TIP* (April 2021); and
- Evaluate the status of FY 2021 transportation improvement projects (ongoing).

**Total Budget: \$93,858**

**Total Staff Hours: 1,360**

**Element C: Public Participation Process (PPP) 9%**

- Public Involvement

**Objective:**

As per the requirements of FAST Act; ensure that the public is kept duly informed and involved in metropolitan transportation planning.

**FY 2020 Accomplishments:**

- Updating and improving the SIMPCO website;
- Describe MPO activities through *SIMPCO* newsletter;
- Maintaining and updating the MPO list serve;
- Hosted meetings, posted notices in the news media regarding transportation planning activities;
- Encouraged comment via website, newsletters etc.;
- Conducted a 15-day comment period for the *SIMPCO MPO Transportation Planning Work Program FY 2021* (April – May 2020); and
- Conducted a public input meeting and 15-day comment period for the *SIMPCO MPO Transportation Improvement Program FY 2021 – 2024* (May – June 2020).

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Attend public information meetings for transportation improvement projects and/or studies (as needed);
- Conduct a 15-day comment period for *SIMPCO MPO Transportation Planning Work Program FY 2022* (March – May 2021);
- Conduct a public hearing and 15-day comment period for *SIMPCO MPO Transportation Improvement Program FY 2022 – 2025* (May – June 2021);
- Conduct stakeholder/public visioning sessions for 2045 LRTP (Spring/Summer/Fall 2020);
- Conduct public input meeting/open house session for 2045 LRTP (November 2020);
- Conduct public hearing/30-day comment period for 2045 LRTP (November 2020 – December 2020);
- Continue to develop and expand MPO database for public participation particularly environmental justice areas to assess the benefits and burdens of transportation improvements (continuous);
- Amend and revise the MPO Public Participation Plan as needed;
- Describe MPO activities through the *SIMPCO* newsletter (continuous);
- Develop materials for posting on the SIMPCO web page for better information dissemination (continuous);
- Examine options for displaying SIMPCO Geographical Information System (GIS) data on the web page (continuous);
- Update MPO Web Page to display TPWP, PPP, LRTP, TIP, MPO Policy Board and TTC meeting agendas and minutes, and various past and present plans and studies (continuous);
- Public outreach for the Sioux City Downtown Study; and
- Continue to utilize social media to enhance the Public Participation Process (continuous).

**Anticipated FY 2021 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Continue to update SIMPCO website (ongoing);
- Continue to update SIMPCO Facebook and Twitter(ongoing);
- SIMPCO newsletters (ongoing); and
- Continue to update the MPO list serve (ongoing).

**Total Budget: \$56,315**

**Total Staff Hours: 816**

**Element D: Long-Range Transportation Plan (LRTP) 20%**

- Long Range Transportation Plan
- Travel Demand Modeling
- GIS Based Data
- Federal Functional Classification
- Socioeconomic and Demographic Data
- Performance Measures

**Objective:**

The *SIMPCO MPO 2040 Long Range Transportation Plan* was approved on January 7, 2016. The primary objectives of this element is to amend or revise the current long range plan as necessary and continue to collect and analyze data in concurrence with the performance measures . This element also includes the continued work and approval of the 2045 Long Range Transportation Plan scheduled for approval on January 8, 2021.

**FY 2020 Accomplishments:**

- Continual work on data collection and upkeep such as land use changes and socioeconomic changes within the MPO planning area;
- Assisted member communities with future developments in terms of land use and traffic modeling;
- Continual work on data collection for performance measures that are listed in the *2040 SIMPCO MPO Long Range Transportation Plan*;
- Participated and provided transportation model data to the Interchange Justification Report (IJR) technical committee for the South Bridge interchange;
- Approved Safety, Transit, Road and Bridge, and Freight Performance Measures for the MPO;
- Analyze volume to capacity ratios and levels of service changes – resulting in updated transportation analysis reports;
- Collected data related to model update including land use, occupancy type, housing units and building square footage;
- Developed population, employment and housing projections for input into the transportation model;
- Completed the transportation model for the *2045 SIMPCO MPO Long Range Transportation Plan* including updating and editing road network dataset;
- Reviewed and refined the TAZ boundary;
- Conformed transportation model data to ISMS architecture;
- Assisted with a long range transportation plan for Union County
- Completed network link and node development portion of the transportation model; and
- Began drafting chapters of the 2045 Long Range Transportation Plan.

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element*

- Analyze socio-economic changes and land use proposals since the LRTP's adoption (*ongoing*);
- Analyze traffic volumes as they are made available and incorporate the data into the SIMPCO Geographical Information System (GIS) – resulting in updated shapefiles for data analysis or requests (*ongoing*);
- Purchase TransCAD Technical Support and free software upgrades for a period of one year (*January 2021*);
- Utilize Geographical Information System for map production, land use planning, socio-economic data analysis, and traffic model interfacing (*ongoing/as requested*);
- Utilize Global Positioning Systems (GPS) data for map production and bicycle and pedestrian facility planning (*ongoing/as requested*);

- Continue to develop environmental database to be used in conjunction with LRTP objectives (*ongoing as data is available*);
- Coordinated and approval of FAST Act performance measures with the state DOTs (*ongoing*);
- Assist DOTs with statewide Long Range Plans (*as requested*);
- Amend and or revise the 2040 LRTP (*as necessary*);
- Continue to work on the South Bridge IJR (*as requested*);
- Finalize work on the transportation model data for 2045 LRTP update;
- Finalize the 2045 LRTP (July 2020 – December 2020), and
- Final approval of the 2045 LRTP (January 2021).

**FY 2021 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Updating the various socio-economic data variables needed for long-range transportation plan (*ongoing*);
- 2040 MPO Long Range Transportation Plan revised or amended plan (*as necessary*);
- Updated GIS shapefiles and/or TransCAD files;
- Transportation analysis reports/mapping;
- Approve Performance Measures (*based on due dates established by FHWA/FTA*); and
- 2045 MPO Long Range Transportation Plan (*January 2021*).

**Total Budget: \$125,144**

**Total Staff Hours: 1,814**

**Element E: Short-Range Planning 35%**

- Passenger Transportation Plan
- Transit Planning
- Information Technology
- Air Quality
- Geographic Information Systems (GIS)
- Traffic Counts
- Data Collection
- Incident Management Planning
- Special Projects
- Active Living/Bicycle and Pedestrian Planning
- Pavement Management

**Objective:** Carry out ongoing short range planning activities like mapping, ITS architecture implementation, transit planning and congestion mitigation, bicycle and pedestrian planning, air quality planning, and updating the Passenger Transportation Plan.

**FY 2020 Accomplishments:**

- Updated the Sioux City transit route maps/brochures;
- Updated trails maps;
- Data interpretation;
- GIS manipulation for various MPO entities;
- Maintained the Bicycle/Pedestrian Roundtable group and held quarterly meetings;
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks;
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS);

- Provided technical assistance to the Tri-State Traffic Management Team updating the highway incident management planning;
- Assisted Siouxland District Health and Sioux City School Community District on Safe Routes to Schools projects working with several Sioux City Schools and Sergeant Bluff;
- Worked with Downtown Partners on the Downtown Environmental Taskforce – tasks included the downtown trolley, wayfinding, bike share system, and improving bike/pedestrian access/connectivity in the downtown area;
- Organized and hosted several bicycle related activities including a Bike-to-Work day;
- Organized Park(ing) Day with Downtown Partners and city of Sioux City;
- Submitted the Transportation Advisory Group (TAG) minutes to the Iowa DOT;
- Completed and submitted the 2020-2024 SIMPCO Passenger Transportation Plan (PTP);
- Assisted Sioux City Transit with information for their triennial review;
- Worked with Heritage Trolley Association to plan a light rail trolley system;
- Participated on the Sioux City Active Transportation Advisory Board; and
- Procured and selected consultant for Sioux City Downtown Study.

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Coordinate and assist with projects as developed by the Transportation Advisory Group (TAG), and the Passenger Transportation Plan (*bi-annually TAG meetings*);
- Assist Sioux City Transit System with mapping transit routes for Sioux City (*ongoing/as requested*);
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks (*ongoing/as requested*);
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS) (*ongoing/as requested*);
- Participate and lend expertise in the Metropolitan Area ITS Projects including transit and roadway projects (*as requested*);
- Participate in statewide trails planning and facilities update process and share SIMPCO Geographical Information System (GIS) data (*as requested*);
- Assist Sioux City Transit System with job access activities and involvement with human service agencies (*ongoing/as requested*);
- Assist in transit marketing and ridership performance (*as requested*);
- Provide general advice to Sioux City Transit System (*as requested*);
- Compile state and local traffic data and produce traffic flow map (*as requested*);
- Monitor and conduct traffic counts, turning movement counts, analyses, scenarios, and forecasts for various MPO entities (*as requested*);
- Traffic analysis and studies, along with supplemental Census and state traffic counts, may be performed as requested;
- Information Sharing: Conduct ongoing Policy Board and TTC intergovernmental discussion / coordination of transportation projects while staff conducts ongoing review of issues and data, attends informational meetings and training sessions as needed, and maintains highway facility inventory (*as requested*);
- Provide technical assistance to the MPO Bicycle and Pedestrian Roundtable (*ongoing/quarterly meetings*);
- Coordinate and assist with bicycle and pedestrian projects developed by the Bicycle/Pedestrian Roundtable (*ongoing/as requested*);
- Develop a potential Master Bicycle/Pedestrian Plan;
- Continue to work with Downtown Partners Environmental Task Force on downtown transportation issues such as wayfinding, bike share and bike/pedestrian infrastructure (*ongoing/as requested*);

*SIMPCO MPO Transportation Planning Work Program FY 2021*

- Assist member communities with statewide applications for funds such as RISE, Federal Rec Trails Program, CMAQ/ICAAP, BUILD, and Statewide TAP program (*ongoing/as requested*);
- Continue to assist the Tri-State Incident Management Group on mapping and technical assistance related to the Incident Management Plan (*ongoing/as requested*);
- Continue with Siouxland District Health on projects related to walkability/bikeability and Safe Routes to School (*ongoing*);
- Work with the Sioux City and Sergeant Bluff on the development of regional trails in the metro area (*ongoing/as requested*);
- Continue to deploy automated pedestrian and bicycle counting and encourage non-motorized monitoring efforts (*ongoing/as requested*);
- Update the current 2005 Intelligent Transportation Architecture Plan and update/develop a Concept of Operations;
- Collect data and analyze data on the pavement condition index in the MPO and develop a pavement management report/study (*ongoing*);
- Work with the Heritage Trolley Association on plan for a light rail system in Downtown Sioux City (*ongoing*);
- Sit on the City of Sioux City's Active Transportation Advisory Board (*ongoing*);
- Assist SRTS/SRTPA in new building facility planning and development (*ongoing*);
- Provide assistance, data collection and guidance to the Sioux City Downtown Study (*July 2020-June 2021*);
- Assist with Gordon Drive Viaduct replacement project (*as requested*);
- Assist with the realignment of Streeter Drive (*as requested*); and
- *Provide assistance to Iowa DOT as requested for improvements along U.S. Highway within the MPO.*

***Anticipated FY 2021 Work Products:***

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Current and relevant short range multimodal plans (*ongoing*);
- Timely technical assistance to MPO entities that require such assistance (*ongoing*); and
- Pavement Management Analysis (*ongoing*).

***Total Budget: \$219,002***

***Total Staff Hours: 3,174***

**Element F: Administration/Systems Management 20%**

- Interagency Coordination
- Committee Support
- Administration
- Travel and Training

**Objective:** Carry out the Administrative duties of the MPO. Activities include organizing meetings, producing agenda, minutes, committee support, coordination of agencies, and the general administration of the MPO. In addition, attend various meetings, conferences, workshops and training.

**FY 2020 Accomplishments:**

- Held six MPO Transportation Technical Committee meetings and Policy Board meetings; including preparing agendas, minutes and supporting documents;
- Held two Transportation Advisory Group (TAG) meetings, including preparing agendas and supporting documents;
- Held two Tri-State Area GIS Users Group meetings;
- Attended MPO Directors/Coordination meetings with Iowa DOT and NDOT;
- Attended MTMUG meetings in Ames, IA;
- Attended various training workshops including the Iowa American Planning Association (APA) Conference, Iowa Bicycle Summit and DBE training;
- Attended and gave updates at Siouxland Chamber Transportation Committee meetings;
- Attended and gave updates at Siouxland Chamber Community Enhancement Committee meetings;
- Attended and gave updates at Live Healthy Siouxland meetings;
- Attended Tri-State Traffic Management Team meetings;
- Held Bicycle and Pedestrian Roundtable meetings;
- Attended Siouxland District Health Wellness Committee meetings;
- Attended ESRI training workshops/classes;
- Attended the Iowa Pavement Management Training meetings in Ames;
- Attended Sioux City Community Schools Traffic Safety Committee meetings;
- Attended Downtown Partner's Environmental Taskforce meeting;
- Attended the Iowa Association of Councils of Governments (ICOG) and Nebraska Regional Officials Council (NROC) staff retreat and participated in sessions relating to transportation;
- Attended several meetings related to the Missouri River including the U.S. Army Corps of Engineers public meetings and the State (Iowa) Interagency Missouri River Authority; and
- Drafted a new Memorandum of Agreement (MOA) between the MPO, Iowa DOT, South Dakota DOT, Nebraska DOT and Sioux City Transit System.

**FY 2021 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Conduct Policy Board and Transportation Technical Committee meetings, providing materials, recording minutes, advocating public participation, and otherwise support;
- Conduct Transportation Advisory Group meetings and prepare agendas and supporting documentation as needed;
- Conduct Bicycle/Pedestrian Roundtable meetings and prepare agendas and supporting documentation as needed;
- Attend Siouxland Chamber of Commerce Transportation Committee and Community Enhancement Committee meetings;
- Attend Tri-State Traffic Management Team meetings;
- Attend Midwest Travel Modelers Users Group (MTMUG) meetings;
- Attend MPO Directors' meetings in Ames, Iowa;

- Attend MPO Directors' meetings in Lincoln, NE;
- Attend MPO Directors' meetings in Pierre, SD;
- Attend Downtown Environmental Taskforce meetings;
- Continue to participate in Siouxland District Health Wellness Committee and Live Healthy Siouxland meetings ;
- Participate in meetings relating to the Safe Routes to Schools;
- Attend the Iowa DOT Bicycle Summit;
- Attend the Iowa and/or the Upper Midwest APA, Iowa Association of Councils of Governments (ICOG ), Nebraska Regional Officials Council (NROC), Iowa DOT, South Dakota DOT and Nebraska DOT conferences and trainings;
- Attend various, classes, training, conferences, and workshops;
- Attend regional trail meetings (Plywood, Sergeant Bluff to Sioux City);
- Attended meetings related to the Missouri River; and
- Attend the Grow Siouxland Taskforce meeting; and
- Finalize the MOA between the MPO, SCTS and State DOTs.

***Anticipated FY 2021 Work Products:***

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Will administer MPO TTC and Policy Board meetings (*ongoing*);
- Agendas and/or minutes for Transportation Technical Committee, Policy Board, Transportation Advisory Group, Tri-State Traffic Management Team meetings, Bicycle/Pedestrian Roundtable, Transportation Advisory Committee (*ongoing*); and
- MOA (*June 2021*)

***Total Budget: \$125,144***

***Total Staff Hours: 1,814***

## **Element G: Special Projects**

### **Downtown Sioux City Study**

This study will be a three part study that will look at converting 5<sup>th</sup> and 6<sup>th</sup> Streets from One-ways to Two-way streets, a skywalk study, and an overall downtown pedestrian study. The One-way conversion study will help analyze traffic impacts of reducing the number of lanes of traffic between two main east/west streets, the level of service at signalized intersections, and impacts on the traffic flow. The skywalk study will be analyzing how people move from the skywalk to the street, recommend improvements to increase pedestrian use and enhance the downtown environment to attract and support new capital investment and job creation. Lastly, the pedestrian study would look at the overall pedestrian network throughout the downtown, the accessibility and gap analysis, safety concerns, impacts of recent developments, and what improvements can be made. This study will utilize a consultant, with a total cost of \$189,851 in federal participation. The estimated timeline to complete the study is July 1, 2020 to June 30, 2021.

### **Hamilton Corridor Study – Sioux City**

This study will consist of a complete traffic signal study of Hamilton Boulevard to improve level of service of the corridor. The goal is to complete a traffic signal study on Hamilton Boulevard between I-29 and Stone Park Boulevard, improve signal timing through the whole corridor and identify the signal locations that are unwanted if any. The scope of the project includes:

1. Complete traffic study on Hamilton Boulevard Corridor for purposes of re-evaluating traffic signal warrants at intersections between I-29 and Stone Park Boulevard.
2. Identify any unwarranted signal locations on the corridor
3. Propose guidance for the phasing of the removal of any unwarranted signals
4. Propose an updated and improved timing plan on the Hamilton Boulevard corridor

### **Sioux City Bicycle Lane Study**

This project will build upon the work that has already been done in the past (i.e. the University of Iowa study, City of Sioux City Active Transportation Committee, etc.) to develop priorities regarding the development of on-street bicycle lanes in Sioux City. The goal would be to have clear and realistic plan regarding where to locate on-street bicycle routes. There have been policies put in place and some studies completed but a detailed plan needs to be developed.

The scope of project includes:

1. Evaluate potential locations for on-street bicycle lanes.
2. Prioritize projects based on need, ease of construction, etc.
3. Develop cost estimates.
4. Develop a schedule for implementation.

### **Pine Street Extension Study – Dakota City**

This study will develop a comprehensive vision for the extension of Pine Street in Dakota City. The current rural nature of the road and lack of connection to the State Highway System has forced industrial truck traffic through Dakota City. There is a desire by the community to improve and extend the corridor. Not only would this be beneficial for the safety and efficiency of trucks entering the industrial area, it would allow for future industrial development with in Dakota City. The scope of the project includes:

1. Determine traffic patterns/counts projections especially for trucks into the current industrial area
2. Examine impact to the highway system by allowing additional access points
3. Propose options to improve and extend the current Pine Street corridor
4. Develop cost estimates
5. Develop a schedule for implementation of preferred alternative

**Total Budget: \$452,351**

- **Downtown Sioux City Study: \$189,851**
- **Hamilton Corridor Study: \$187,500**
- **Sioux City Bicycle Lane Study: \$31,250**
- **Pine Street Extension: \$43,750**

**Total Staff Hours: 0**

All special projects would be conducted through contractual services

**FINANCING THE PROGRAM (IOWA)**

Iowa Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	6	7	30	10	13	66
TIP	92	99	443	155	197	987
PPP	55	59	266	93	118	592
L RTP	123	132	591	207	263	1,316
Short Range Planning	215	231	1,034	362	461	2,303
Administration/Systems Management	123	132	591	207	263	1,316
Special Projects	0	0	0	0	0	0
Totals	614	661	2,955	1,034	1,316	6,579

Iowa Expenditures						
Federal Funds						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	\$424	\$456	\$2,039	\$713	\$908	\$4,540
TIP	\$6,353	\$6,836	\$30,586	\$10,700	\$13,619	\$68,095
PPP	\$3,812	\$4,102	\$18,352	\$6,420	\$8,171	\$40,857
L RTP	\$8,471	\$9,115	\$40,781	\$14,267	\$18,159	\$90,793
Short Range Planning	\$14,824	\$15,952	\$71,367	\$24,968	\$31,778	\$158,888
Administration/Systems Management	\$8,471	\$9,115	\$40,781	\$14,267	\$18,159	\$90,793
Special Projects	\$82,098	\$0	\$244,782	\$0	\$81,721	\$408,601
Totals	\$124,453	\$45,576	\$448,688	\$71,336	\$172,514	\$862,567

**Special Projects**

The FY 2021 budget includes other direct costs for specific work activities, these activities include:

- Consultant cost for the Downtown Sioux City Study for total cost of \$189,851 with \$151,880 in federal participation.
- Consultant cost for Hamilton Corridor Study for a total cost of \$187,500 with \$150,00 in federal participation
- Consultant cost for Bicycle Lane Study for a total cost of \$31,250 with \$25,000 in federal participation

**FINANCING THE PROGRAM (NEBRASKA)**

Nebraska Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	0	2	0	9	5	16
TIP	0	23	0	141	60	223
PPP	0	14	0	84	36	134
L RTP	0	30	0	187	80	297
Short Range Planning	0	53	0	328	140	520
Administration/Systems Management	0	30	0	187	80	297
Special Projects	0	0	0	0	0	0
Totals	0	150	0	937	400	1,487

Nebraska Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New		
TPWP	\$0	\$104	\$0	\$646	\$275	\$1,025
TIP	\$0	\$1,556	\$0	\$9,696	\$4,126	\$15,378
PPP	\$0	\$934	\$0	\$5,817	\$2,476	\$9,227
L RTP	\$0	\$2,075	\$0	\$12,928	\$5,502	\$20,505
Short Range Planning	\$0	\$3,632	\$0	\$22,624	\$9,628	\$35,883
Administration/Systems Management	\$0	\$2,075	\$0	\$12,928	\$5,502	\$20,505
Special Projects	\$0	\$0	\$35,000	\$0	\$8,750	\$43,750
Totals	\$0	\$10,376	\$35,000	\$64,639	\$36,258	\$146,273

**Special Projects**

The FY 2021 budget includes other direct costs for specific work activities, these activities include:

- Consultant cost for the Pine Street Extension Study for total cost of \$43,750 with \$35,000 in federal participation.

**FINANCING THE PROGRAM (SOUTH DAKOTA)**

South Dakota Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	0	0	0	8	2	10
TIP	0	0	0	123	27	150
PPP	0	0	0	74	16	90
LRTP	0	0	0	164	36	201
Short Range Planning	0	0	0	288	63	351
Administration/Systems Management	0	0	0	164	36	201
Totals	0	0	0	822	181	1,003

South Dakota Expenditures						
Activity/Work Element	Federal Funds				Local Match	Total
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New		
TPWP	\$0	\$0	\$0	\$567	\$125	\$692
TIP	\$0	\$0	\$0	\$8,510	\$1,874	\$10,384
PPP	\$0	\$0	\$0	\$5,106	\$1,125	\$6,231
LRTP	\$0	\$0	\$0	\$11,347	\$2,499	\$13,846
Short Range Planning	\$0	\$0	\$0	\$19,857	\$4,374	\$24,230
Administration/Systems Management	\$0	\$0	\$0	\$11,347	\$2,499	\$13,846
Totals	\$0	\$0	\$0	\$56,734	\$12,496	\$69,230

**FINANCING THE PROGRAM (GRAND TOTALS)**

Total Employee Hours						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	6	8	30	28	20	92
TIP	92	122	443	419	284	1,360
PPP	55	73	266	251	171	816
L RTP	123	162	591	559	379	1,814
Short Range Planning	215	284	1,034	978	663	3,174
Administration/Systems Management	123	162	591	559	379	1,814
Special Projects	0	0	0	0	0	0
Totals	614	811	2,955	2,793	1,897	9,069

Total Expenditures						
Federal Funds						
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
TPWP	\$424	\$560	\$2,039	\$1,927	\$1,308	\$6,257
TIP	\$6,353	\$8,393	\$30,586	\$28,906	\$19,620	\$93,858
PPP	\$3,812	\$5,036	\$18,352	\$17,344	\$11,772	\$56,315
L RTP	\$8,471	\$11,190	\$40,781	\$38,542	\$26,159	\$125,144
Short Range Planning	\$14,824	\$19,583	\$71,367	\$67,448	\$45,779	\$219,002
Administration/Systems Management	\$8,471	\$11,190	\$40,781	\$38,542	\$26,159	\$125,144
Special Projects	\$82,098	\$0	\$279,782	\$0	\$90,471	\$452,351
Totals	\$124,453	\$55,952	\$483,688	\$192,709	\$221,268	\$1,078,070

	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Local Match	Total
Grand Total - Hours	614	811	2,955	2,793	1,897	9,069
Grand Total - Funds	\$124,453	\$55,952	\$483,688	\$192,709	\$221,268	\$1,078,070

Notes: FHWA funds received by SIMPCO through the Iowa DOT and NDOT require a 20% local match. FHWA funds received through the SDDOT require an 18.05% local match. Overhead costs, estimated at 49.75% of salaries & fringe benefits, are applied consistently to each element and funding source. The average hourly cost of \$69.00 includes wages, benefits, expenses and overhead. Local match is provided through membership dues to SIMPCO.

# SIOUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO) INDIRECT COST ALLOCATION PLAN

July 1, 2020 – June 30, 2021

<b>INDIRECT LABOR</b>	<b>Percent of Time</b>	<b>Salary &amp; Fringe</b>	<b>Description</b>
Executive Director	25%	\$ 45,106	agency & financial management
Finance Director	100%	\$ 130,628	purchasing, computer, accounting, hr
Staff Accountant II	80%	\$ 55,864	A/P, A/R & general ledger
Staff Accountant II	100%	\$ 70,512	A/P, A/R & general ledger
Administrative Assistant	90%	\$ 63,459	Payroll, Exec Assistant
Building Superintendent	10%	\$ 12,955	Mgmt. of building issues
Receptionist / Secretary	<u>100%</u>	<u>\$ 50,351</u>	phone, mail, word processing
<b>TOTAL INDIRECT LABOR</b>	<b>5.05 FTE</b>	<b>\$ 428,875 (a)</b>	
<b>INDIRECT NON-LABOR</b>			
Office Building		\$ 5,000	debt, utility & maintenance costs
Travel & Training		\$ 8,500	travel/training for admin staff
Professional Services		\$ 32,000	annual audit & consultant fees
Postage		\$ 1,000	postage machine/fees & mail
Telephone		\$ 14,000	phone lines, long dist. & internet
Printing		\$ 10,000	copy machines & printers
Office Supplies		\$ 13,000	office & computer supplies
Insurance		\$ 18,000	liab, fire, auto, errors/omiss insurance
Dues & Subscriptions		\$ 7,000	prof. memberships & literature
Purchased Service		\$ 30,000	computer software fees / licenses / consult
Advertising		<u>\$ 4,000</u>	notices & ads for admin staff
<b>TOTAL INDIRECT NON-LABOR</b>		<b>\$ 142,500 (b)</b>	
<b>TOTAL INDIRECT LABOR &amp; NON-LABOR (a &amp; b)</b>		<b>\$571,375</b>	
<b>LESS: AMOUNT PAID BY OTHER AGENCIES</b>		<b><u>\$ 14,000</u></b>	
<b>TOTAL INDIRECT LABOR &amp; NON-LABOR</b>		<b>\$557,375 (c)</b>	
<b>FY 19 Excess Indirect Expense (per FY 19 Audit) Carry Forward</b>		<b>\$ - (d)</b>	
<b>Total Salaries &amp; Benefits (All)</b>		<b>\$1,120,349 (e)</b>	
<b>FY 2021 Calculated Indirect Cost rate =((c+d)/e)</b>		<b>49.75%</b>	

Indirect costs are allocated to projects, grant and contracts based on a percentage of salaries and fringe benefits. The total FY 2021 budgeted indirect costs are \$571,375. The amount used for this calculation is the total indirect costs less the amount paid by other agencies or \$557,375. The salaries and fringe benefits is \$1,120,349. The FY 19 Audit conducted by King, Reinsch, Prosser & Co. L.L.P. confirmed that all FY 19 indirect costs were covered by the cost rate in effect for FY 19, therefore no indirect cost is being carried forward from FY 19.

As shown above, the amount needed to cover both the indirect labor and indirect non-labor amounts to an amount of \$557,375 which when allocated over the total salaries and benefits equates to an indirect rate for FY 2021 of 49.75%. This was a reduction from the indirect of 54.90% approved for FY 20.

# **PERFORMANCE MANAGEMENT AGREEMENT BETWEEN SIMPCO AND IOWA DOT**

The Iowa DOT and SIMPCO agree to the following provisions. The communication outlined in these provisions between the MPO and Iowa DOT will generally be through the statewide planning coordinator in the Office of Systems Planning.

## **Transportation performance data**

- a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b. If MPOs choose to develop their own target for any measure, they will provide the Iowa DOT with any supplemental data they utilize in the target-setting process.

## **Selection of performance targets**

- a. The Iowa DOT will develop draft statewide performance targets for FHWA measures in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets and methodology before final statewide targets are adopted.
- b. If an MPO chooses to adopt their own target for any measure, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an opportunity to provide comments on draft MPO performance targets and methodology prior to final approval.

## **Reporting of performance targets**

- a. Iowa DOT performance targets will be reported to FHWA and FTA, as applicable. MPOs will be notified when Iowa DOT has reported final statewide targets.
- b. MPO performance targets will be reported to the Iowa DOT.
  1. For each target, the MPO will provide the following information no later than 180 days after the date the Iowa DOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
    - I. A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
    - II. If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
    - III. Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
- c. The Iowa DOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
- d. MPOs will include information outlined in 23 CFR 450.324 (g) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.
- e. Reporting of targets and performance by the Iowa DOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.

## **Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO**

- a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, when applicable, and will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.

## **The collection of data for the State asset management plans for the NHS**

- a. The Iowa DOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

# **PERFORMANCE MANAGEMENT AGREEMENT BETWEEN SIMPCO AND NEBRASKA DOT**

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The SIMPCO MPO agrees to consult with Nebraska Department of Transportation in the establishment of specific written provisions for developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward obtainment of critical outcomes for the region of the MPO, and the collection of data for NDOT asset management plans, pursuant to 23 C.F.R. 450.314(h).

The SIMPCO MPO and NDOT agree that the technical provisions for Performance Measures will be cooperatively developed and specified in the NDOT MPO Operating Manual.

## **Transportation performance data**

- a. NDOT will provide MPOs with the statewide performance data used in developing statewide targets, and will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b. If MPO's choose to develop their own target for any measure, they will provide the NDOT with any supplemental data they utilize in the target-setting process.

## **Selection of performance targets**

- a. NDOT will develop draft statewide performance targets in coordination with MPO's. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets before final statewide targets are adopted.
- b. If an MPO chooses to adopt their own target for any measure, they will develop draft MPO performance targets in coordination with NDOT. Coordination methods will be at the discretion of the MPO, and should include NDOT an opportunity to provide comments on draft MPO performance targets prior to final approval.

## **Reporting of performance targets**

- a. NDOT performance targets will be reported to FHWA and FTA, as applicable. MPO's will be notified by email when NDOT has reported final statewide targets.
- b. MPO performance targets will be reported to the NDOT and FHWA by email. For each target, the MPO will provide the following information no later than 180 days after the date the NDOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
  - i. A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Nebraska DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
  - ii. If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
  - iii. Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
- c. NDOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
- d. MPOs will include information outlined in 23 CFR 450.324 (g) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.

- e. Reporting of targets and performance by the NDOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.

### **Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO**

- a. NDOT will provide MPO's with the statewide performance data used in developing statewide targets, and will also provide MPO's with subsets of the statewide data, based on their planning area boundaries. Updates of this data will include prior performance data.

### **The collection of data for the State asset management plans for the NHS**

- a. The NDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

## **AMENDMENTS AND REVIEWS**

The *MPO Transportation Planning Work Program FY 2021* is a working document and will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around the Metropolitan Planning Area. The TPWP will be reviewed at least once annually. The review and updating will insure continual citizen involvement and the TPWP's overall viability as the Metropolitan Planning Area's transportation planning work programming document.

This work program for the transportation planning in FAST Act requirements of the MPO shall be subject to public review for no less than 15 days, announced in the regional newspapers via public notice, and available in every courthouse and city hall in the Sioux City Metropolitan Planning Area. This process shall be approved by both the MPO Transportation Technical Committee and the Policy Board. Amendments to this process shall be made in similar fashion.

### **OVERVIEW**

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and sub awards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. FTA has similar requirements documented in FTA Circular 5010.1C, which apply to FTA metropolitan planning grants. Iowa uses a Consolidated Planning Grant where FHWA and FTA planning funds are combined into a single fund managed through FTA's TrAMS system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs.

### **WAIVER OF APPROVALS**

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

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

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

Types of revisions that require Iowa DOT approval include:

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

Types of revisions that require MPO approval include:

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

#### **REVISION AND APPROVAL PROCEDURES**

- All revision requests from MPOs should be submitted electronically to the state DOT Offices, which will be forwarded to the DOT District, FHWA, and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted/noted.
    - Modified section(s) of the plan's work elements with changes highlighted/noted.
- Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **state DOT** is the designated approving agency shall require written approval by the state DOT prior to commencement of activity or request for reimbursement.
- Revisions where the **MPO** is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

## **SUMMARY**

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The MPO has developed this *MPO Transportation Planning Work Program FY 2021* utilizing cooperative involvement of various local, regional, state, and national transportation interests. The TPWP expresses the MPO objectives for achieving efficient transportation planning in the Metropolitan Planning Area. The document is multimodal and intermodal in its composition and will enable the transportation interests in the Metropolitan Planning Area to utilize it as a guide for future transportation planning and programming.

The Transportation Planning Work Program is a working document and will continually be updated on an annual basis or as the need arises in order to serve as a guiding document of information addressing current and projected transportation needs for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such. It is also the intent of the document to allow and account for citizen participation and the needs of the various transportation interests of the Metropolitan Planning Area.

## CERTIFICATE OF INDIRECT COST PROPOSAL/INDIRECT COSTS

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

(1) All costs included in this proposal May 7, 2020 to establish a:

Cost Allocation Plan

Indirect Cost Rate

for July 1, 2020 – June 30, 2021 are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E—Cost Principles of Part 200 as they apply to my:

Governmental Organization

Non-Profit Organization

(2) This proposal does not include any costs which are unallowable under Subpart E—Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and

(3) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

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



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

Michelle Bostinelos

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

Executive Director

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

SIMPCO

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

May 7, 2020

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

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

# **MPO/RPA SELF-CERTIFICATION OF PROCUREMENT AND CONSULTANT SELECTION PROCEDURES**

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

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

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

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



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

Michelle Bostinelos  
\_\_\_\_\_  
(Please Print Name)

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

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

May 7, 2020  
\_\_\_\_\_  
(Date Signed)

(Signed by the official having the authority to initiate procurements or consultant selection for the organization or by a higher level official.)
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## **ASSURANCE OF LOCAL MATCH AVAILABILITY**

I hereby certify that the local match of \$168,767 for the *MPO Transportation Planning Work Program FY 2021* has been committed by the Siouxland Interstate Metropolitan Planning Council (SIMPCO), and will be available on July 1, 2020.

Signed this 7<sup>th</sup> day of May, 2020



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Executive Director

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## **COST ALLOCATION PLAN**

The primary state assistance agency has received a current copy of the SIMPCO cost allocation plan. This plan is used to distribute direct and indirect costs stated in the *MPO Transportation Planning Work Program FY 2021* and has been approved by the SIMPCO Board of Directors.

Signed this 7<sup>th</sup> day of May, 2020



\_\_\_\_\_  
Executive Director



Siouxland Interstate Metropolitan Planning Council

1122 PIERCE STREET • SIOUX CITY IOWA • 51105 • PHONE 712.279.6286 • FAX 712.279.6920 • EMAIL SIMPCO@SIMPCO.ORG

**SIMPCO MPO RESOLUTION 2020-6**  
APPROVAL OF THE FY 2021 TRANSPORTATION PLANNING WORK PROGRAM

**WHEREAS**, The Siouxland Interstate Metropolitan Planning Council (SIMPCO) is the designated Metropolitan Planning Organization (MPO) for the Sioux City Metropolitan Area;

**WHEREAS**, The MPO, as required Metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 shall be documented in a transportation planning work program (TPWP), or simplified statement of work in accordance with the provisions of this section and 23 CFR part 450 and must annually prepare a document that provides an overview of all purposed major work activities, funding levels and funding sources, and

**WHEREAS**, The Transportation Planning Work Program for fiscal year 2021, covering the period of July 1, 2020 to June 30, 2021 has been prepared, submitted to the Iowa Department of Transportation, South Dakota Department of Transportation, and Nebraska Department of Transportation, made available for public comment for a fifteen (15) day period and has been reviewed and recommended for adoption by the Technical Advisory Committee of the MPO, and now requires official approval from the Policy Board of the MPO

**NOW, THEREFORE, BE IT RESOLVED** that the Siouxland Interstate Metropolitan Planning Council Metropolitan Planning Organization Policy Board approves the *Transportation Planning Work Program for Fiscal Year 2021*.

**BE IT FURTHER RESOLVED**, that the SIMPCO Board Chairman and the SIMPCO Executive Director are hereby authorized and directed to execute such agreements with Iowa Department of Transportation, South Dakota Department of Transportation, and Nebraska Department of Transportation on behalf of the SIMPCO MPO.

Approved by the MPO Policy Board and signed this 7<sup>th</sup> day of May, 2020.

  
Ken Beaulieu (May 21, 2020 08:04 CDT)

Ken Beaulieu  
MPO Policy Board Chairperson

ATTEST

  
Michelle Bostinelos  
SIMPCO Executive Director