

SIOUX CITY METROPOLITAN AREA
IOWA- NEBRASKA- SOUTH DAKOTA

FY 2022

(JULY 1, 2021 - JUNE 30, 2022)

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:

Acknowledgements

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INTRODUCTION

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 America’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 21st Century (TEA-21), the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Moving Ahead for Progress in the 21st Century Act (MAP-21).

It is the purpose of the *MPO Transportation Planning Work Program FY 2022* 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 2022 (July 1, 2021 – June, 30 2022). 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 2022. 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.

Transportation issues facing the region are identified in the 2045 Long Range Transportation Plan that was approved on January 7, 2021. The 2045 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 2045 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 of, or gaps in, bicycle and pedestrian infrastructure, including shared roadway provisions.
- Lack of safety and education (public awareness programs) regarding bicycles and pedestrians safety.

Transit Issues:

- Lowering trend in bus 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.
- Trying to keep pace with emerging technology.

Streets and Highway Issues:

- Geographic issues. A non-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, and more specifically improving NE 35 to four lanes.
- East-west connectivity on the north side of the planning area.
- At-grade railroad crossings with increased rail traffic.
- Lack of new interchanges and road alignments to facilitate economic development.
- Maintenance and reconstruction needs of roadways exceeds available funding.

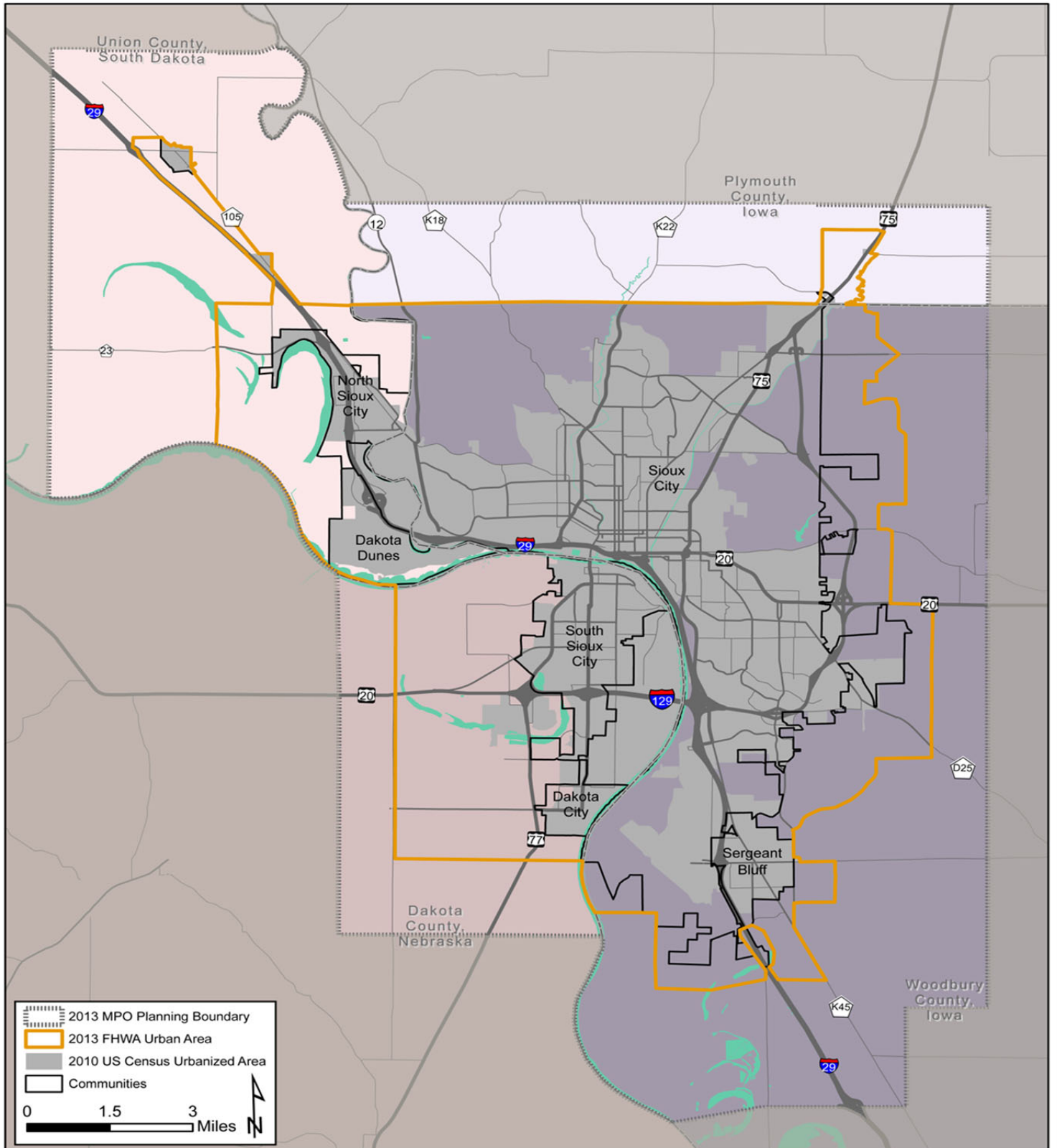
Freight/Intermodal Issues:

- 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.
- Low river levels impede barge traffic.
- Railroad crossing and operational safety as rail freight 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

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, Nebraska DOT (NDOT), South Dakota DOT (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 four regional planners.

Duties

The Executive Director, with assistance from the Regional Planning Director and four 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

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 *2045 SIMPCO MPO Long Range Transportation Plan* on January 7, 2021. 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 2021 Accomplishments:

- *SIMPCO MPO Transportation Planning Work Program FY 2022* produced and approved May 6, 2021; and
- Prepared quarterly progress reports and associated reimbursement request to the Iowa DOT Nebraska DOT, and the South Dakota DOT.

FY 2022 Activities:

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

- Maintaining and monitoring the *FY 2022 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 2022* work elements;
- Prepare Final Report to Iowa DOT, Nebraska DOT and South Dakota DOT; and
- Preparing a *FY 2023 Transportation Planning Work Program* and budget.

Anticipated FY 2022 Work Products:

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

- Monitoring the *FY 2022 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 2023* to be produced, approved, and submitted by June 1, 2022.

Total Budget: \$4,134

Total Staff Hours: 61

Element B: Transportation Improvement Program (TIP) 20%

- 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 2021 Accomplishments:

- Approval of the *SIMPCO MPO Transportation Improvement Program FY 2021 – 2024*;
- Amended and revised the *SIMPCO MPO Transportation Improvement Program FY 2021 – 2024*;
- 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 2022 – 2025 Transportation Improvement Program*;
- Utilized the TPMS system to develop the *SIMPCO MPO Transportation Improvement Program for FY 2022 – 2025*; and
- Monitor and maintain the *FY 2021– 2024 TIP and FY 2022 – 2025 TIP*.

FY 2022 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 the *SIMPCO MPO FY 2022 – 2025 TIP as necessary*;
- 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 *SIMPCO MPO FY 2023 – 2026 TIP*;
- Monitoring of eligible road and bridge projects from STBG funding to the Iowa DOT SWAP program; and
- Prepare a *SIMPCO MPO FY 2023 – 2026 TIP*, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program (STIP)*, using the Transportation Program Management System (TPMS), and ensuring coordination and consistency with the South Dakota and Nebraska DOT's respective STIP's.

FY 2022 Work Products:

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

- Evaluate status of FY 2022 transportation improvement projects (ongoing);
- Finalize and approve *MPO Transportation Improvement Program FY 2022 – 2025* (July 2021);
- Prepare *MPO Transportation Improvement Program FY 2023 – 2026* (April 2022);
- Review *Statewide Transportation Improvement Programs FY 2022 – 2025 (IA, NE, SD)* and make comments;
- Amend and revise *MPO Transportation Improvement Program FY 2022 – 2025* (ongoing);
- Administer Surface Transportation Block Grant Program (STBG) and Transportation Alternative Program (TAP) Candidates (January/February 2022);
- Incorporating the FY 2026-funded STBG and TAP projects in the draft *FY 2023 – 2026 TIP* (April 2022); and
- Evaluate the status of FY 2022 transportation improvement projects (ongoing).

Total Budget: \$82,674

Total Staff Hours: 1,198

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 2021 Accomplishments:

- Updating and improving the SIMPCO website;
- Describe MPO activities through *SIMPCO* newsletter;
- Maintaining and updating the MPO list serve;
- Hosted virtual and in-person 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 2022* (April – May 2021);
- Conducted a virtual public input meeting and 15-day comment period for the *SIMPCO MPO Transportation Improvement Program FY 2022 – 2025* (June 2021);
- Conducted a virtual public input meeting/open house session for *SIMPCO MPO 2045 Long Range Transportation Plan* (December 2020);
- Conducted public hearing/30-day comment period for *SIMPCO MPO 2045 Long Range Transportation Plan* (November 2020 – December 2020); and
- Updated (administrative modification) the Public Participation Plan to expand on Title VI activities (January 2021).

FY 2022 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 2023* (March – May 2022);
- Conduct a public hearing and 15-day comment period for *SIMPCO MPO Transportation Improvement Program FY 2023 – 2026* (May – June 2022);
- Monitor and amend the 2045 Long Range Transportation Plan as needed;
- 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 to better dispense information (continuous);
- Explore 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 Transportation Study, Hamilton Traffic Corridor Study, Pine Street Traffic Study, and Bike Lane Study; and
- Continue to utilize social media to enhance the Public Participation Process (continuous).

Anticipated FY 2022 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: \$37,203

Total Staff Hours: 539

Element D: Long-Range Transportation Plan (LRTP) 15%

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

Objective:

The *SIMPCO MPO 2045 Long Range Transportation Plan* was approved on January 7, 2021. The primary objectives of this element are to amend or revise the current long range plan as necessary and continue to collect and analyze data in concurrence with the performance measures.

FY 2021 Accomplishments:

- Adopted the *SIMPCO MPO 2045 Long Range Transportation Plan* on January 7, 2021.
- Continuous 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;
- Continuous work on data collection for performance measures that are listed in the *SIMPCO MPO 2045 Long Range Transportation Plan*;
- 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 transportation model update including land use, occupancy type, housing units and building square footage;
- Completed the transportation model for the *SIMPCO MPO 2045 Long Range Transportation Plan* including updating and editing road network dataset;
- Reviewed and refined the TAZ boundary;
- Conformed transportation model data to ISMS architecture;
- Completed network link and node development portion of the transportation model;
- Finalized drafts, mapping, and formatting of the *SIMPCO MPO 2045 Long Range Transportation Plan*; and
- Completed *SIMPCO MPO 2045 Long Range Transportation Plan* virtual public input meeting and public comment period.

FY 2022 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*);
- Utilize Geographical Information System for map production, land use planning, socio-economic data analysis, and traffic model interfacing (*ongoing/as requested*);
- Continue to develop environmental database to be used in conjunction with *SIMPCO MPO 2045 Long Range Transportation Plan* 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 *SIMPCO MPO 2045 Long Range Transportation Plan* (*as necessary*);
- Continue to work on the South Bridge IJR (*as requested*);
- Assist with Gordon Drive viaduct and conduit project (*as requested*);
- Analyze Census data as it becomes available; and
- Analyze and adjust Urbanized Boundary and MPO Boundary as Census data becomes available.

FY 2022 Work Products:

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

- Update the various socio-economic data variables needed for long-range transportation planning (*ongoing*);
- Revise or amend the *SIMPCO MPO 2045 Long Range Transportation Plan* (*as necessary*);
- Regularly update GIS shapefiles and/or TransCAD files;
- Complete transportation analysis reports/mapping; and
- Approve Performance Measures (*based on due dates established by FHWA/FTA*).

Total Budget: \$62,006

Total Staff Hours: 899

Element E: Short-Range Planning 40%

- 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, special projects, and updating the Passenger Transportation Plan.

FY 2021 Accomplishments:

- Updated the Sioux City transit route maps/brochures;
- Updated trails maps;
- Data interpretation;
- GIS manipulation for various MPO entities;
- Acted as project administrator for the consultant-contracted Sioux City Downtown Transportation Study special project;
- 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);
- Utilized Global Positioning Systems (GPS) data for map production, bicycle and pedestrian facility planning (*ongoing/as requested*);
- Provided technical assistance to the Tri-State Traffic Management Team updating the highway incident management planning;
- Assisted Siouxland District Health, Sergeant Bluff and Sioux City School Community District on Safe Routes to Schools projects;
- Worked with Downtown Partners on the Downtown Environmental Taskforce – tasks included the downtown trolley, wayfinding, improved lighting, tree inventory, street planter inventory, and improving bike/pedestrian access/connectivity in the downtown area;
- Organized and hosted 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;
- Worked with Heritage Trolley Association to plan a light rail trolley system;
- Worked with Siouxland Regional Transit System to select an architect for the new building facility;
- Participated on the Sioux City Active Transportation Advisory Board; and
- Procured for and selected consultants for the Sioux City Hamilton Traffic Corridor Study, Sioux City Bike Lane Study, and Pine Street Extension special projects.

FY 2022 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*);
- Continue Utilizing Global Positioning Systems (GPS) data for map production, bicycle and pedestrian facility planning (*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*);

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- Provide general advice to Sioux City Transit System (*as requested*);
- Work with Sioux City Transit and South Sioux City to explore automated transit services (*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*);
- Continue to work with Downtown Partners Environmental Task Force on downtown transportation issues such as wayfinding and bike/pedestrian infrastructure (*ongoing/as requested*);
- 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*);
- 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 Siouxland Regional Transit System in new building facility planning and development (*ongoing*);
- Provide project management assistance, data collection and guidance to the Sioux City Downtown Transportation Study, Hamilton Traffic Corridor Study, Sioux City Bike Lane Study, and Pine Street Extension Study special projects (*July 2021 - June 2022*);
- 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 2022 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: \$165,348

Total Staff Hours: 2,396

Element F: Administration/Systems Management 15%

- 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 2021 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;
- Attended MPO Directors/Coordination meetings with Iowa DOT and Nebraska DOT;
- Attended Midwest Travel Modelers Users Group (MTMUG) meetings;
- 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 Incident 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;
- Attended Downtown Partner's Environmental Taskforce meeting;
- Attended the Iowa Association of Councils of Governments (ICOG) 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
- Approved a new Memorandum of Agreement (MOA) between the MPO, Iowa DOT, Nebraska DOT, South Dakota DOT and Sioux City Transit System.

FY 2022 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 MTMUG meetings;
- Attend MPO Directors' meetings in Ames, Iowa;
- Attend MPO Directors' meetings in Lincoln, Nebraska;

- Attend MPO Directors' meetings in Pierre, South Dakota;
- 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, Nebraska DOT, and South Dakota DOT conferences and trainings;
- Attend various, classes, training, conferences, and workshops;
- Attend regional trail meetings (Plymouth, Sergeant Bluff to Sioux City); and
- Attended meetings related to the Missouri River.

Anticipated FY 2022 Work Products:

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

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

Total Budget: \$62,006

Total Staff Hours: 899

Element G: Special Projects

- Consultant-contracted projects from procurement to project closeout

Downtown Sioux City Transportation Study

Objective: This study is a three part study looking at converting 5th and 6th Streets from One-ways to Two-way streets, a skywalk study, and an overall downtown pedestrian study. The One-way conversion study analyzes traffic impacts of reducing the number of traffic lanes between two main east/west streets, the level of service at signalized intersections, and impacts on the traffic flow. The skywalk study analyzes 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 looks 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. The estimated timeline to complete the study is July 2020 to December 2021.

FY 2021 Accomplishments:

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

- Monitor progress of the study development to remain on-schedule (*ongoing*);
- Collected traffic model information and other data (*Fall 2020*);
- Held five Stakeholder Committee meetings (*August 2020, October 2020, January 2021, April 2021, June 2021*);
- Held eight check-in meetings with MPO staff to provide input and direction (*monthly or as needed*);
- Developed newsletters (3), all meeting agendas, and all meeting summaries (*ongoing*);
- Provided to SIMPCO information to post on project website (*ongoing*);
- Developed and analyzed virtual surveys as part of the plan development on social media and the SIMPCO website (*December 2020 and April 2021*);

- Developed street and pedestrian typologies for the study areas. (*November 2020 – January 2021*);
- Analyzed traffic counts, volumes, turning movements, and crash data to inform study recommendations on one to two way street conversions (*October 2020 – March 2021*);
- Developed draft chapters of the plan for staff review (*March 2021 – June 2021*); and
- Submitted monthly invoices (*ongoing*).

FY 2022 Activities:

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

- Develop drafts of the study for Staff, Stakeholder, and public review (*as available*);
- Hold Stakeholder Committee meetings (*bi-monthly*);
- Hold SIMPCO staff check-in meetings to gather input and direction (*as requested*);
- Conduct activities to gather public input, including activities such as public meetings, virtual meetings, and surveys (*as available*);
- Develop newsletter content, stakeholder meeting agendas, and meeting summaries (*ongoing*);
- Provide project content to the project’s web page (*ongoing*);
- Present study findings to the Sioux City Council (*upon plan conclusion*);
- Monitor progress of the study development to remain on-schedule (*ongoing*); and
- Submit monthly invoices.

Anticipated FY 2022 Work Products:

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

- Drafts of the Downtown Transportation Study for Stakeholder and public comment;
- Final Draft of the Downtown Transportation Study presented to the Sioux City Council for their consideration and adoption (*Consultant, SIMPCO, and City Staff*); and
- Project Closeout (*by end of FY 2022*).

Hamilton Corridor Study – Sioux City

Objective: 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.

The estimated timeline to complete the study is April 2021 to January 2022.

FY 2021 Accomplishments:

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

- Negotiated and signed a contract with SIMPCO to complete the study (*April 2021 – April 2021*);
- Collected traffic data, travel demand model information and other pertinent data (*ongoing*);
- Conducted a Steering Committee kickoff and SIMPCO check-in meetings to provide input and direction (*April 2021 – June 2021*);
- Began drafting study content and providing materials for steering committee review (*May 2021 – June 2021*);
- Provided meeting agendas and summaries to SIMPCO and the steering committee (*ongoing*);
- Monitored progress of the study development to remain on-schedule (*ongoing*); and
- Submitted monthly invoices.

FY 2022 Activities:

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

- Collect traffic data, model information and other pertinent data (*ongoing*);
- Develop steering committee agendas and meeting summaries (*ongoing*);
- Provide drafts of study elements to SIMPCO prior to disseminating to the Steering Committee and the public (*as available*);
- Conduct Stakeholder Group meetings (*as requested*);
- Conduct steering committee and SIMPCO check-in meetings to gather input and direction, and to report study progress and findings (*as requested*);
- Conduct activities to gather public input, including activities such as public meetings, virtual meetings, and surveys (*as needed*);
- Present study findings to the Sioux City Council (*upon plan conclusion*);
- Monitor progress of the study development to remain on-schedule (*ongoing*); and
- Submit monthly invoices.

Anticipated FY 2022 Work Products:

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

- Drafts of the Hamilton Corridor Traffic Study for Stakeholder and public comment (*Consultant*);
- Final Draft of the Hamilton Corridor traffic Study presented to the Sioux City Council for their consideration and adoption (*Consultant and SIMPCO Staff*); and
- Project Closeout (*by end of FY 2022*).

Sioux City Bicycle Lane Study

Objective: 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.

The estimated timeline to complete the study is April 2021 to December 2021.

FY 2021 Accomplishments:

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

- Negotiated and signed a contract with SIMPCO to complete the study (*March 2021 – April 2021*);
- Collected any pertinent data to begin drafting the study (*ongoing*);
- Conducted a Steering Committee kickoff and SIMPCO check-in meetings to provide input and direction (*April 2021 – June 2021*);
- Began drafting study content and providing materials for steering committee review (*May 2021 – June 2021*);
- Provided meeting agendas and summaries to SIMPCO and the steering committee (*ongoing*);
- Monitored progress of the study development to remain on-schedule (*ongoing*); and
- Submitted monthly invoices.

FY 2022 Activities:

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

- Collect and provide any pertinent data to draft the study (*ongoing*);
- Develop steering committee agendas and meeting summaries (*ongoing*);
- Provide drafts of study elements to SIMPCO prior to disseminating to the Steering Committee and the public (*as available*);
- Conduct Stakeholder Group meetings (*as requested*);
- Conduct steering committee and SIMPCO check-in meetings to gather input and direction, and to report study progress and findings (*as requested*);
- Conduct activities to gather public input, including activities such as public meetings, virtual meetings, and surveys (*as needed*);
- Present study findings to the Sioux City Council (*upon plan conclusion*);
- Monitor progress of the study development to remain on-schedule (*ongoing*); and
- Submit monthly invoices.

Anticipated FY 2022 Work Products:

Unless otherwise noted, the consultant performs the work on the listed tasks of each work element;

- Drafts of the Sioux City Bicycle Lane Study for Stakeholder and public comment (*Consultant*);
- Final Draft of the Sioux City Bicycle Lane Study presented to the Sioux City Council for their consideration and adoption (*Consultant and SIMPCO Staff*); and
- Project Closeout (*by end of FY 2022*).

Pine Street Extension Study – Dakota City

Objective: 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 within 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.

The estimated timeline to complete the study is April 2021 to December 2021.

FY 2021 Accomplishments:

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

- Negotiated and signed a contract with SIMPCO to complete the study (*March 2021 – April 2021*);
- Collected any pertinent data to the project consultant, including travel demand model and GIS data (*ongoing*);
- Conducted a Steering Committee kickoff and SIMPCO check-in meetings to provide input and direction (*April 2021 – June 2021*);
- Began drafting study content and providing materials for steering committee review (*May 2021 – June 2021*);
- Provided meeting agendas and summaries to SIMPCO and the steering committee (*ongoing*);
- Monitored progress of the study development to remain on-schedule (*ongoing*); and
- Submitted monthly invoices.

FY 2022 Activities:

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

- Collect traffic data, model information and other pertinent data (*ongoing*);
- Develop steering committee agendas and meeting summaries (*ongoing*);
- Provide drafts of study elements to SIMPCO prior to disseminating to the Steering Committee and the public (*as available*);
- Conduct Stakeholder Group meetings (*as requested*);
- Conduct steering committee and SIMPCO check-in meetings to gather input and direction, and to report study progress and findings (*as requested*);
- Conduct activities to gather public input, including activities such as public meetings, virtual meetings, and surveys (*as needed*);
- Present study findings to the Sioux City Council (*upon plan conclusion*);
- Monitor progress of the study development to remain on-schedule (*ongoing*); and
- Submit monthly invoices.

Anticipated FY 2022 Work Products:

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

- Drafts of the Pine Street Traffic Study for Stakeholder and public comment (*Consultant*);
- Final Draft of the Pine Street Traffic Study presented to the Dakota City Council for their consideration and adoption (*Consultant and SIMPCO Staff*); and
- Project Closeout (*by end of FY 2022*).

Total Budget: \$308,756

- **Downtown Sioux City Study: \$74,256**
- **Hamilton Corridor Study: \$175,500**
- **Sioux City Bicycle Lane Study: \$23,250**
- **Pine Street Extension: \$35,750**

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	Federal Total	Local Match	Total (Federal Total + Local Match)
TPWP	0	6	10	11	28	7	35
TIP	0	125	205	229	560	140	700
PPP	0	56	92	103	252	63	315
L RTP	0	94	154	172	420	105	525
Short Range Planning	0	251	411	458	1,120	280	1,400
Administration/Systems Management	0	94	154	172	420	105	525
Special Projects	0	0	0	0	0	0	0
Totals	0	627	1,027	1,145	2,800	700	3,500

Iowa Expenditures							
Federal Funds							
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Federal Total	Local Match	Total (Federal Total + Local Match)
TPWP	\$0	\$433	\$709	\$790	\$1,932	\$483	\$2,415
TIP	\$0	\$8,654	\$14,178	\$15,807	\$38,640	\$9,660	\$48,300
PPP	\$0	\$3,894	\$6,380	\$7,113	\$17,388	\$4,347	\$21,735
L RTP	\$0	\$6,491	\$10,634	\$11,856	\$28,980	\$7,245	\$36,225
Short Range Planning	\$0	\$17,308	\$28,357	\$31,615	\$77,280	\$19,320	\$96,600
Administration/Systems Management	\$0	\$6,491	\$10,634	\$11,856	\$28,980	\$7,245	\$36,225
Special Projects	\$42,354	\$0	\$176,051	\$0	\$218,405	\$54,601	\$273,006
Totals	\$42,354	\$43,271	\$246,943	\$79,037	\$411,605	\$102,901	\$514,506

Special Projects

The FY 2022 budget includes other direct costs for specific work activities, these activities include:

- Consultant cost for the Downtown Sioux City Study for total cost of \$74,256 with \$59,405 in federal participation.
- Consultant cost for Hamilton Corridor Study for a total cost of \$175,500 with \$140,400 in federal participation
- Consultant cost for Bicycle Lane Study for a total cost of \$23,250 with \$18,600 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	Federal Total	Local Match	Total (Federal Total+ Local Match)
TPWP	0	1	0	9	11	5	16
TIP	0	29	0	187	216	79	296
PPP	0	13	0	84	97	36	133
LRTP	0	22	0	140	162	60	222
Short Range Planning	0	59	0	374	432	159	591
Administration/Systems Management	0	22	0	140	162	60	222
Special Projects	0	0	0	0	0	0	0
Totals	0	146	0	934	1081	398	1,479

Nebraska Expenditures							
Federal Funds							
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Federal Total	Local Match	Total (Federal Total+ Local Match)
TPWP	\$0	\$101	\$0	\$645	\$746	\$274	\$1,020
TIP	\$0	\$2,021	\$0	\$12,894	\$14,915	\$5,480	\$20,394
PPP	\$0	\$909	\$0	\$5,802	\$6,712	\$2,466	\$9,177
LRTP	\$0	\$1,516	\$0	\$9,670	\$11,186	\$4,110	\$15,296
Short Range Planning	\$0	\$4,042	\$0	\$25,787	\$29,829	\$10,959	\$40,788
Administration/Systems Management	\$0	\$1,516	\$0	\$9,670	\$11,186	\$4,110	\$15,296
Special Projects	\$0	\$0	\$28,600	\$0	\$28,600	\$7,150	\$35,750
Totals	\$0	\$10,105	\$28,600	\$64,468	\$103,173	\$34,548	\$137,720

Special Projects

The FY 2022 budget includes other direct costs for specific work activities, these activities include:

- Consultant cost for the Pine Street Extension Study for total cost of \$35,750 with \$28,600 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	Federal Total	Local Match	Total (Federal Total + Local Match)
TPWP	0	0	0	8	8	2	10
TIP	0	0	0	166	166	37	203
PPP	0	0	0	75	75	16	91
L RTP	0	0	0	125	125	27	152
Short Range Planning	0	0	0	332	332	73	405
Administration/Systems Management	0	0	0	125	125	27	152
Totals	0	0	0	830	830	183	1,013

South Dakota Expenditures							
Activity/Work Element	Federal Funds				Federal Total	Local Match	Total (Federal Total + Local Match)
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New			
TPWP	\$0	\$0	\$0	\$573	\$573	\$126	\$699
TIP	\$0	\$0	\$0	\$11,457	\$11,457	\$2,523	\$13,980
PPP	\$0	\$0	\$0	\$5,156	\$5,156	\$1,136	\$6,291
L RTP	\$0	\$0	\$0	\$8,593	\$8,593	\$1,893	\$10,485
Short Range Planning	\$0	\$0	\$0	\$22,914	\$22,914	\$5,047	\$27,960
Administration/Systems Management	\$0	\$0	\$0	\$8,593	\$8,593	\$1,893	\$10,485
Totals	\$0	\$0	\$0	\$57,284	\$57,284	\$12,617	\$69,901

FINANCING THE PROGRAM (GRAND TOTALS)

Total Employee Hours							
Activity/Work Element	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Federal Total	Local Match	Total (Federal Total + Local Match)
TPWP	0	8	10	29	47	14	61
TIP	0	155	205	582	942	256	1,198
PPP	0	70	92	262	424	115	539
L RTP	0	116	154	436	707	192	899
Short Range Planning	0	309	411	1,164	1,884	512	2,396
Administration/Systems Management	0	116	154	436	707	192	899
Special Projects	0	0	0	0	0	0	0
Totals	0	774	1,027	2,910	4,711	1,281	5,992

Total Expenditures							
Activity/Work Element	Federal Funds				Federal Total	Local Match	Total (Federal Total + Local Match)
	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New			
TPWP	\$0	\$534	\$709	\$2,008	\$3,251	\$883	\$4,134
TIP	\$0	\$10,675	\$14,178	\$40,158	\$65,011	\$17,663	\$82,674
PPP	\$0	\$4,804	\$6,380	\$18,071	\$29,255	\$7,948	\$37,203
L RTP	\$0	\$8,006	\$10,634	\$30,118	\$48,759	\$13,247	\$62,006
Short Range Planning	\$0	\$21,350	\$28,357	\$80,315	\$130,023	\$35,326	\$165,348
Administration/Systems Management	\$0	\$8,006	\$10,634	\$30,118	\$48,759	\$13,247	\$62,006
Special Projects	\$42,354	\$0	\$204,651	\$0	\$247,005	\$61,751	\$308,756
Totals	\$42,354	\$53,376	\$275,543	\$200,789	\$572,062	\$150,066	\$722,127

	FTA 5305d Carryover	FTA 5305d New	FHWA PL Carryover	FHWA PL New	Federal Total	Local Match	Total (Federal Total + Local Match)
Grand Total - Hours	\$0	774	1,027	2,910	4,711	1,281	5,992
Grand Total - Funds	\$42,354	\$53,376	\$275,543	\$200,789	\$572,062	\$150,066	\$722,127

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 55.19% 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

SIOUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO)				
As of 03/03/21	FY 22 INDIRECT COST ALLOCATION PLAN			
			FY 22 Salary & Fringe	
INDIRECT LABOR	% of Time			
Executive Director	25%		46,906	agency & financial management
Finance Director	100%		134,438	purchasing, computer, accounting, hr
Staff Accountant II	80%		57,762	A/P, A/R & general ledger
Senior Accountant	100%		79,838	A/P, A/R & general ledger
Administrative Assistant	90%		69,626	Payroll, Exec Assistant
Building Superintendant	10%		13,332	Mgmt of building issues
Receptionist / Secretary	100%		51,536	phone, mail, word processing
Total Indirect Labor	5.05	FTE	453,438	(a)
INDIRECT NON-LABOR				
Office Building			5,000	maintenance costs
Utility - Lawn - Snow			19,000	utilities, lawn mowing, snow removal
Travel & Training			8,500	travel/training for admin staff
Professional Services			30,000	annual audit & consultant fees
Postage			1,000	postage machine / fees & mail
Telephone			15,000	phone lines, long dist, & internet
Printing			10,000	copy machine & printers
Office Supplies			10,000	office & computer supplies
Insurance			20,000	liab, fire, auto, errors/omiss insurance
Dues & Subscriptions			7,500	prof. memberships & literature
Purchased Services			35,000	computer software fees / licenses / consult
Advertising			2,350	notices & ads for admin staff
Total Indirect Non-labor			163,350	(b)
TOTAL INDIRECT LABOR & NON-LABOR (a & b)			616,788	
Less: Amount Paid by Other Agencies (SEDC)			14,000	
Total Indirect Labor & Non-Labor			602,788	(c)
FY 20 Excess Indirect Expense (per FY 20 audit) - Carry Forward			60,000	(d)
Total Salaries & Benefits (All)			1,200,833	(e)
FY 22 Calculated Indirect Cost rate =(c+d) / e)			55.19%	

Indirect costs are allocated to projects, grants, and contracts based on a percentage of salaries and fringe benefits. The total FY 2022 budgeted indirect costs are \$616,788. The amount used for this calculation is the total indirect costs less the amount paid by other agencies or \$602,788. The salaries and fringe benefits are \$1,200,833.

The FY 20 audit conducted by King, Reinsch, Prosser & Co. L.L.P. showed that there remained a shortfall from the previous years indirect rate. As allowable, \$60,000 of this carryforwrd is being used in the FY 22 indirect rate calculation.

As shown above, the amount needed to cover both the indirect labor and indirect non-labor amounts to an amount of \$602,788 which when added to the \$60,000 carryforward allocated over the total salaries and benefits equates to an indirect rate for FY 22 of 55.19%. This is a slight increase from FY 21 due to added carryover.

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 metropolitan and regional planning coordinator in the Systems Planning Bureau.

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

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 2022* 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

The MPO has developed this *MPO Transportation Planning Work Program FY 2022* 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 6, 2021 to establish a:

Cost Allocation Plan

Indirect Cost Rate

for July 1, 2021 – June 30, 2022 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 6, 2021

(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

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 6, 2021

(Date Signed)

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

ASSURANCE OF LOCAL MATCH AVAILABILITY

I hereby certify that the local match of \$150,066 for the *MPO Transportation Planning Work Program FY 2022* has been committed by the Siouxland Interstate Metropolitan Planning Council (SIMPCO), and will be available on July 1, 2021.

Signed this 6th day of May, 2021

Michelle Bostinelos
Executive Director

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 2022* and has been approved by the SIMPCO Board of Directors.

Signed this 6th day of May, 2021

Michelle Bostinelos
Executive Director

MPO RESOLUTION 2021-11

APPROVAL OF THE FY 2022 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 2022, covering the period of July 1, 2021 to June 30, 2022 has been prepared, submitted to the Iowa Department of Transportation, Nebraska Department of Transportation and South Dakota 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 2022*.

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 6th day of May, 2021.

Ken Beaulieu
MPO Policy Board Chairperson

ATTEST

Michelle Bostinelos
SIMPCO Executive Director