

RESOLUTION NO. 36-01

A JOINT RESOLUTION OF THE COUNTY OF MESA AND THE CITY OF GRAND JUNCTION  
CONCERNING ADOPTION OF THE AMENDED FISCAL YEAR 2001  
UNIFIED PLANNING WORK PROGRAM

WHEREAS, The City and County have been designated by the Governor as the Metropolitan Planning Organization for the Grand Junction/Mesa County Urbanized Area; and

WHEREAS, Part 2 of Article 1 of Title 29, Colorado Revised Statutes authorizes the parties to contract with one another to make the most efficient and effective use of their powers and responsibilities; and

WHEREAS, The City and County realize the importance of both short and long range planning in the development of an efficient transportation system, and are both aware that it is the responsibility of the Metropolitan Planning Organization to perform those planning functions; and

WHEREAS, The City and County, in their performance of those planning functions for the Urbanized Area, wish to use Federal Highway Administration and Federal Transit Administration transportation planning funds in coordination with the Colorado Department of Transportation;

NOW, THEREFORE, BE IT JOINTLY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF MESA, COLORADO AND THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:

That the Amended Fiscal Year 2001 Unified Planning Work Program, hereunto attached, was adopted by the Board of County Commissioners of the County of Mesa, Colorado on \_\_\_\_\_, and by the City Council of the City of Grand Junction, Colorado on April 18, 2001.

CITY OF GRAND JUNCTION

COUNTY OF MESA

/s/ Gene Kinsey  
Mayor  
Grand Junction City Council

\_\_\_\_\_  
Chair of the Board  
Mesa County Board of Commissioners

18<sup>th</sup> day of April, 2001

\_\_\_\_\_ day of \_\_\_\_\_, 2001

Attest:

Attest:

/s/ Stephanie Nye  
City Clerk

\_\_\_\_\_  
County Clerk

FY 2001  
UNIFIED PLANNING WORK PROGRAM  
(Amended March 19, 2001)

FOR THE  
GRAND JUNCTION/MESA COUNTY  
URBANIZED AREA



Prepared by the

Mesa County  
Regional Transportation Planning Office  
*Grand Junction/Mesa County  
Metropolitan Planning Organization  
& Transportation Planning Region*

and the

Colorado Department of Transportation  
Division of Transportation Development  
Program Management Branch

In cooperation with the  
U.S. Department of Transportation  
Federal Highway Administration  
Federal Transit Administration

March 2001

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## FIGURE 1-- TRANSPORTATION PLANNING TERMINOLOGY

Air Quality Control Commission AQCC

Annual Element AE

Colorado Department of Transportation CDOT

U.S. Department of Transportation DOT

Federal Highway Administration FHWA

Federal Transportation Administration FTA

Fiscal Year for the MPO FY

Intermodal Surface Transportation Act ISTEA

Metropolitan Planning Organization MPO

FHWA planning funds made available through CDOT to the MPO PL Funds

FTA funds made available through CDOT to the MPO Section 5303 Funds

State Implementation Plan SIP

State Planning and Research Funds SPR

Title VI of the U.S., Civil Right Act of 1964, as amended Title VI

Transit Development Plan TDP

Transportation Improvement Plan TIP

Transportation Policy Advisory Committee TPAC

Transportation Technical Advisory Committee TTAC

Unified Planning Work Program UPWP

Urban Transportation Planning Process UTPP

Vehicle Miles Traveled VMT

## INTRODUCTION

The Unified Planning Work Program describes planning tasks and personnel costs and also budgets funds for the Fiscal Year 2001 running from October 1, 2000 through September 30, 2001. The Metropolitan Planning Organization (MPO), composed of Grand Junction and Mesa County elected officials and staff, coordinates this planning with state officials from the Colorado Department of Transportation (CDOT) and the Colorado Health Department who, through the Air Quality Control Commission, is charged with protecting air quality throughout Colorado. The ultimate goal of this planning process is an efficient, effective transportation system.

To further the continuing, comprehensive, and cooperative planning for the Grand Junction Urbanized Area (Fig. 2,) the Federal Highway Administration provides Planning (PL) funds to the MPO under the administration of CDOT. The FY 2001 PL/5303 allocation is \$148,053. Maximum payable by CDOT is \$121,403 or 82%. These funds are matched at an 18.0% ratio by the MPO members. Local match for PL and Section 5303 is \$26,650 and is split 50/50 between Mesa County and the City of Grand Junction. There is an additional FTA Section 5303 allocation of \$668 and is matched at 80/20 ratio by the MPO members. The local match is \$167 and is split 50/50 between Mesa County and the City of Grand Junction for a total of \$835 in additional Section 5303 funds.

Section 5307 FTA grant funds will provide \$40,000 with a \$10,000 (in-kind) local match requirement for a total of \$50,000 in FY 2001 for the purpose of FTA grant administration and public transit coordination. Other funding for FY 2001 includes \$14,000 from Mesa County, \$2,500 from Fruita, and \$1,000 from Palisade for a total of \$17,500 for Transportation Planning Region planning activities.

The MPO, therefore, proposes to spend a total of \$216,388, including local match, on transportation-related tasks contained in the FY 2001 Unified Planning Work Program. CDOT, as the Contract Administrator, monitors the timely accomplishment of tasks and the reimbursement process. In addition, CDOT actively participates in the planning process through the provision of technical services (Fig. 3.)

The current local operational structure allows for maximum funding to be channeled to local City and County agencies through the Transportation Technical Advisory Committee (TTAC) and Transportation Policy Advisory Committee (TPAC) and to provide staff and resources for completion of the various tasks. The MPO continues to shift much of the administrative activity associated with each task (grant administration, planning, and implementation) into the task budget itself. This allows the MPO Administrator to focus on required documents, annual certification, and overall policy development for the agency, and to direct more dollars to actual studies and activities.

The MPO is housed within the Mesa County Regional Transportation Planning Office and performs administrative functions working directly to

support the task elements of the FY 2001 UPWP. This office is the "single point-of-contact" between MPO agencies and state and federal officials. The technical operational agencies assume an active role in developing, implementing, and monitoring the program tasks. The MPO Administrator provides technical support and performs the managerial tasks necessary for the MPO to comply with state and federal requirements. Program goals call for continued support of grant administration, planning, and implementation tasks with minimum administrative overhead. The MPO's local approach to this UPWP should accomplish those goals.

## FIGURE 2 – URBANIZED AREA MAP

## FIGURE 3 – GRAND JUNCTION / MESA COUNTY METROPOLITAN PLANNING ORGANIZATION LOCAL REVIEW PROCESS

### SUMMARY OF THE BUDGET

For FY 2001 it is proposed that \$216,388 be expended by the MPO on transportation planning. Of that amount \$36,817 is the required match from Grand Junction, Mesa County, and other local sources and \$17,500 is to be provided by Mesa County, Fruita, and Palisade for Transportation Planning Region activities. Federal Highway Administration and Federal Transit Administration funds administered through CDOT provide \$162,071 for regional transportation planning efforts. A breakdown of these funds by task group and agency is shown below.

TABLE 1-- SUMMARY OF THE BUDGET

#### ORIGINAL SUMMARY OF THE BUDGET

Task	PL & Sec 5303	Sec 5307	TPR	Total
A.1 FY 2002 UPWP	\$7,200			\$7,200
A.2 Administration	36,471	\$25,000	\$14,750	76,221
A.3 Training and Travel	6,000	2,500		8,500
A.4 MPO Memo of Understanding	5,000			5,000
B.1 Planning Tasks	45,000	7,500	2,750	55,250
B.2 Intermodal Plaza	25,000	5,000		30,000
C.1 2001-2006 TIP Amendments	2,250			2,250
<b>TOTAL</b>	<b>\$126,921</b>	<b>\$40,000</b>	<b>\$17,500</b>	<b>\$184,421</b>

**AMENDED SUMMARY OF THE BUDGET**

<b>Task</b>	<b>PL &amp; Sec 5303 (CPG)</b>	<b>Sec 5303b (Transit Planning)</b>	<b>Sec 5307 (FTA)</b>	<b>TPR</b>	<b>Total</b>
A.1 FY 2002 UPWP	\$7,200				\$7,200
A.2 Administration	37,603		\$36,000	\$14,750	88,353
A.3 Training and Travel	6,000		1,000		7,000
B.1 Planning Tasks	65,000	\$835	7,500	2,750	76,085
B.2 Intermodal Plaza	30,000		5,000		35,000
C.1 2001-2006 TIP Amendments	2,250		500		2,750
<b>TOTAL</b>	<b>\$148,053</b>	<b>\$835</b>	<b>\$50,000</b>	<b>\$17,500</b>	<b>\$216,388</b>

**TABLE 2 -- FUNDING BREAKDOWN**

**ORIGINAL FUNDING BREAKDOWN**

<b>Funding Sources</b>	<b>Grants</b>	<b>Mesa County</b>	<b>Grand Junction</b>	<b>Fruita</b>	<b>Palisade</b>	<b>Total</b>
PL/Section 5303	104,075	11,423	11,423	0	0	126,921
Section 5307	32,000	8,000	0	0	0	40,000
TPR Contributions	0	14,000	0	2,500	1,000	17,500
<b>TOTAL</b>	<b>\$136,075</b>	<b>\$33,423</b>	<b>\$11,423</b>	<b>\$2,500</b>	<b>\$1,000</b>	<b>\$184,421</b>

**AMENDED FUNDING BREAKDOWN**

<b>Funding Sources</b>	<b>Grants</b>	<b>Mesa County</b>	<b>Grand Junction</b>	<b>Fruita</b>	<b>Palisade</b>	<b>Total</b>
PL/Section 5303	\$121,403	\$13,325	\$13,325			\$148,053
FTA Section 5303b	668	83	84			835
Section 5307	40,000	10,000 (in-kind)	0			50,000
TPR Contributions	0	14,000	0	\$2,500	\$1,000	17,500
<b>TOTAL</b>	<b>\$162,071</b>	<b>\$37,408</b>	<b>\$13,409</b>	<b>\$2,500</b>	<b>\$1,000</b>	<b>\$216,388</b>

**TABLE 3 -- UPWP TASK COSTS**

**ORIGINAL UPWP TASK COSTS**

<b>Task</b>	<b>Local Match</b>	<b>PL</b>	<b>Sec 5303</b>	<b>Sec 5307</b>	<b>Total</b>
A.1 FY 2002 UPWP	\$1,296	\$5,904			\$7,200
A.2 Administration	26,315	19,906	\$10,000	\$20,000	76,221
A.3 Training and Travel	1,580	3,420	1,500	2,000	8,500
A.4 MPO Memo of Understanding	900	4,100			5,000
B.1 Planning Tasks	12,350	31,900	5,000	6,000	55,250
B.2 Intermodal Plaza	5,500	16,486	4,014	4,000	30,000
C.1 2001-2006 TIP Amendments	405	1,845			2,250
<b>TOTAL</b>	<b>\$48,346</b>	<b>\$83,561</b>	<b>\$20,514</b>	<b>\$32,000</b>	<b>\$184,421</b>

**AMENDED UPWP TASK COSTS**

<b>Task</b>	<b>Local Match</b>	<b>PL &amp; Sec 5303 (CPG)</b>	<b>Sec 5303b (Transit Planning)</b>	<b>Sec 5307 (FTA)</b>	<b>Total</b>
A.1 FY 2002 UPWP	\$1,296	\$5,904			\$7,200
A.2 Administration	28,719	30,834		\$28,800	88,353
A.3 Training and Travel	1,280	4,920		800	7,000
B.1 Planning Tasks	16,117	53,300	\$668	6,000	76,085
B.2 Intermodal Plaza	6,400	24,600		4,000	35,000
C.1 2001-2006 TIP Amendments	505	1,845		400	2,750
<b>TOTAL</b>	<b>\$54,317</b>	<b>\$121,403</b>	<b>\$668</b>	<b>\$40,000</b>	<b>\$216,388</b>



## **GRAND JUNCTION / MESA COUNTY MPO UPWP WORK TASKS**

The major portion of this document consists of work tasks to be completed during Fiscal Year 2001 (October 1, 2000 to September 30, 2001.) These work tasks are intended to monitor and implement the continuing, cooperative, and comprehensive urban transportation planning process carried out by the MPO and CDOT in the Grand Junction urbanized area. The agencies with primary responsibility for completion of each task are listed in the UPWP. The UPWP is intentionally presented as an outline of primary funding sources and planning schedules. An overview of the entire planning process is contained in the Memorandum of Agreement establishing the MPO. (See Figure 3 for the MPO structure.)

Figure 4 provides a summary of scheduling for all UPWP tasks. Work tasks of a continuing nature are differentiated from those with definable time frames. Modifications in task schedules are reflected in monitoring reports. Significant changes in schedules will be agreed to by CDOT and the MPO. An accomplishment report for FY 2001 will be completed on a quarterly basis beginning in January, 2001 and submitted to CDOT.

### **A. MANAGEMENT ACTIVITIES**

The primary objective of the UPWP management activities is to provide for the on-going management of the urban transportation planning program in the Grand Junction urbanized area. Secondary objectives include grants management, coordination of planning efforts between local, regional and state agencies, citizen participation and monitoring, and documentation of transportation planning efforts and technical studies through locally adopted planning documents. Since the MPO and CDOT share responsibility for compliance with Federal planning guidelines, both agencies are involved in program management activities.

#### **A.1. Task Name: Fiscal Year 2002 (October 1, 2001 through September 30, 2002) Unified Planning Work Program (UPWP).**

**Objective:** To perform the necessary management tasks to produce a FY 2002 UPWP that will include all transportation planning activities, regardless of Federal funding sources, which significantly impact the local Study Area, whether performed on a federal, state, or local level.

**Amendment:** There is no amendment to this task.

**Product:** A Unified Planning Work Program for FY 2002.

**Schedule:** A meeting to discuss work needs will be held in March. The UPWP first draft will be completed in April, with adoption by May 15th. The MPO Contract will be signed by the Grand Junction

City Council, Mesa County Commissioners, and the State of Colorado by September 30th.

Agency: MPO Administrator

Personnel: Local - 20 days

Original Cost: \$7,200 (Includes non-salary costs)

Amended: \$7,200

Difference: \$0.00

FUNDING:	Total -	\$7,200
	CPG -	\$5,904
	FTA 5307 -	\$0.00
	FTA 5303(b) - DD92 -	\$0.00
	Local -	\$1,296

## A.2. Task Name: Administration.

Objective: To effectively administer, manage, support, monitor, coordinate, and control the continuing federally-assisted transportation planning processes for the Grand Junction urbanized area through the following activities:

- (1) Maintain the commitments included in the Memorandum of Agreement and the contracts for planning funds (PL funds and Section 5303 funds);
- (2) Submit monitoring reports on the FY2001 UPWP tasks;
- (3) Maintain and document expenditures and submit financial reports;
- (4) Support members of the decision making bodies, Transportation Policy Advisory Committee, Transportation Technical Advisory Committee, and the City and County Planning Commissions in their decisions on MPO-related activities;
- (5) To monitor significant policy activities on the federal, state, and local levels that could have potential impact on MPO activities. At the direction of the MPO, represent the MPO members in federal, state, and local decision-making processes;
- (6) Represent the MPO in the Regional Transportation Planning Organization;
- (7) Monitor UPWP task activities;
- (8) Assist in development of RFP's for UPWP study and coordinate contracts.
- (9) Develop and implement effective citizen participation activities.

Amendment: Additional CPG allocation funding as well as additional FTA Section 5307 funding in the amount of \$12,132 will go toward the personnel costs associated with the addition of administrative duties performed by the new Office Administrator position and for an increase in publication costs.

Schedule: Continuous throughout the year with quarterly monitoring reports (October, January, April, and July) and TTAC meetings as required.

Agency: Regional Transportation Planning Office  
Personnel: Local - 220 days

Original Cost: \$76,221 (Includes non-salary costs)  
Amended: \$88,353  
Difference: \$12,132

Difference includes:

- \$1,132 in additional CPG funds
- \$9,500 in additional Mesa County FTA Section 5307 Project Administration in-kind match
- \$1,500 in FTA Section 5307 funds transferred from Training and Travel Tasks

FUNDING: Total - \$88,353  
CPG - \$30,834  
FTA 5307 - \$28,800  
FTA 5303(b) - DD92 -\$0.00  
Local -\$28,719

### **A.3 Task Name: Training and Travel**

Objective: To provide training for MPO member agency personnel and increase their expertise in transportation planning and related issues. Pay for travel associated with ongoing programs.

Amendment: Personnel costs associated with FTA Section 5307 Project Administration limits the amount of funding available for training and travel. \$1,500 worth of A.3 Training and Travel funding has been applied to the A.2 Administration Task.

Products: The product of this effort will be the successful completion of training courses by selected staff members.

Schedule: Continuous throughout the year. Progress reports furnished quarterly.

Agency: Regional Transportation Planning Office

Personnel: Local - 38 days

Original Cost: \$8,500 (Includes non-salary costs)  
Amended: \$7,000  
Difference: (\$1,500)

Difference includes:

\$1,500 in FTA Section 5307 funds transferred to Administration

Tasks

FUNDING: Total - \$7,000  
CPG - \$4,920  
FTA 5307 - \$800

FTA 5303(b) - DD92 - \$0.00  
Local - \$1,080

#### **A.4 Task Name: Memorandum of Understanding for MPO**

Objective: To update the 1984 Memorandum of Understanding for the Metropolitan Planning Area between Mesa County, the City of Grand Junction and other potentially eligible municipalities within a planning area determined by the twenty-year transportation planning horizon.

Amendment: This task has been pulled from the FY 2001 UPWP due to the unavailability of the 2000 Census data during the term of this work plan. The \$5,000 allocated to this project has been moved to task B.2 Intermodal Plaza.

Original Cost: \$5,000

Amended: \$0.00

Difference: (\$5,000) Difference transferred to task B.2 Intermodal Plaza

### **B. PLANNING ACTIVITIES**

The primary objective of planning activities is to support the decision-making process of the MPO through the development of studies and analyzes concerning short and long-term transportation needs.

#### **B.1. Task Name: Planning Tasks**

Objective: Continuous planning to create a "Total Transportation Solution" for the urbanized area through a multi-modal, travel demand management approach to studies, analyses, and recommendations. This includes extensive use of traffic/transit modeling, geographic information systems for transportation (GIS-T), technical assistance to requesting agencies and to the public, and training programs for the area's planning commissions in transportation planning, implementation tools & impact analysis. Specific tasks include:

- Continuous planning for the adopted Major Street Plan and 2020 Regional Transportation Plan,
- Continuation of planning commission & city council transportation issues training,
- Maintenance of the Census / MPO GIS database,
- Continuous planning for the 1998-2002 Transit Development Plan and long-range transit strategy,

- Travel Demand Management techniques and transportation indicators analysis,
- MinUTP to TransCAD traffic model conversion,
- Continuation of school transportation safety design strategies,
- Development of recommendations for local transportation policies.

Amendment: Additional CPG allocation funding as well as additional FTA Section 5303b funding in the amount of \$20,835 will go toward the personnel costs associated with the increase in traffic modeling and analysis as well as publication costs for the addition of the Highway 340 and Clifton Traffic Study projects.

Products: Reports, maps, graphics, and electronic products to support analyses and recommendations for each task.

Schedule: Continuous.

Agency: Regional Transportation Planning Office

Personnel: Local - 250 days

Original Cost: \$55,250 (Includes non-salary costs)

Amended: \$76,085

Difference: \$20,835

Difference includes:

- \$20,000 in additional CPG funds
- \$835 in additional FTA Section 5303 funds

FUNDING:	Total -	\$76,085
	CPG -	\$53,300
	FTA 5307 -	\$6,000
	FTA 5303(b) - DD92 -	\$668
	Local -	\$16,117

## **B.2 Task Name: Intermodal Plaza for AMTRAK, Greyhound & Grand Valley Transit**

Objective: To complete a feasibility study for a Grand Junction Intermodal Plaza to be located at the historic Grand Union Depot in downtown Grand Junction to house AMTRAK, Greyhound Bus Lines, the new Grand Valley Transit system and other auxiliary transportation services. To identify, analyze, and prioritize space and use needs for all participating agencies.

Amendment: Task A.4 MPO Memo of Understanding has been pulled from the FY 2001 UPWP due to the unavailability of the 2000 Census data during the term of this work plan. The \$5,000 allocated to Task A.4 has been moved to Task B.2 Intermodal Plaza to pay

for additional personnel expenses.

Product: Adoption of a final report and feasibility analysis by the Transportation Technical Advisory Committee, Regional Transportation Policy Advisory Committee and members of the MPO.

Schedule: Draft report, April 2001. Final version completed by June 2001.

Agency: Regional Transportation Planning Office  
City of Grand Junction Public Works  
City of Grand Junction Community Development  
AMTRAK Passenger Rail Corporation  
Greyhound Bus Lines  
Grand Valley Transit  
Federal Transit Administration  
The Great American Station Foundation

Personnel: Local - 88 days

Original Cost: \$30,000 (Includes non-salary costs)

Amended: \$35,000

Difference: \$5,000 Difference transferred from Task A.4 MPO Memo of Understanding

FUNDING:	Total -	\$35,000
	CPG -	\$24,600
	FTA 5307 -	\$4,000
	FTA 5303(b) - DD92 -	\$0.00
	Local -	\$6,400

## C. IMPLEMENTATION TASKS

Implementation activities refer to lists of capital projects adopted by the MPO which establish policy guidance on the use of transportation funds in the urbanized area of Grand Junction.

### **C.1. Task Name: Amendments to the FY 2001-2006 Transportation Improvement Plan (TIP) as needed.**

**Objective:** The Fiscal Years 2001-2006 TIP established capital projects in the urbanized area for which federal assistance is expected. It contains an annual element showing specific projects to which funds have been committed by the participating agencies, including the City of Grand Junction's Engineering Dept., Mesa County Engineering Dept. and CDOT Region 3. Amendments to the FY 2001 - 2006 TIP are anticipated during FY2001, including new transit operating cost figures.

**Amendment:** \$500 in additional Mesa County FTA Section 5307 Project Administration in-kind match has been added due to the transit portion of this task being delegated to the Transit Coordinator.

**Products:** Various amendments to the FY 2001-2006 TIP.

**Schedule:** Continuous.

**Agency:** MPO Administrator

**Personnel:** Local - 24 days

**Original Cost:** \$2,250 (Includes non-salary costs)  
**Amended:** \$2,750  
**Difference:** \$500

**FUNDING:** Total - \$2,750  
CPG - \$1,845  
FTA 5307 - \$400  
FTA 5303(b) - DD92 -\$0.00  
Local -\$505

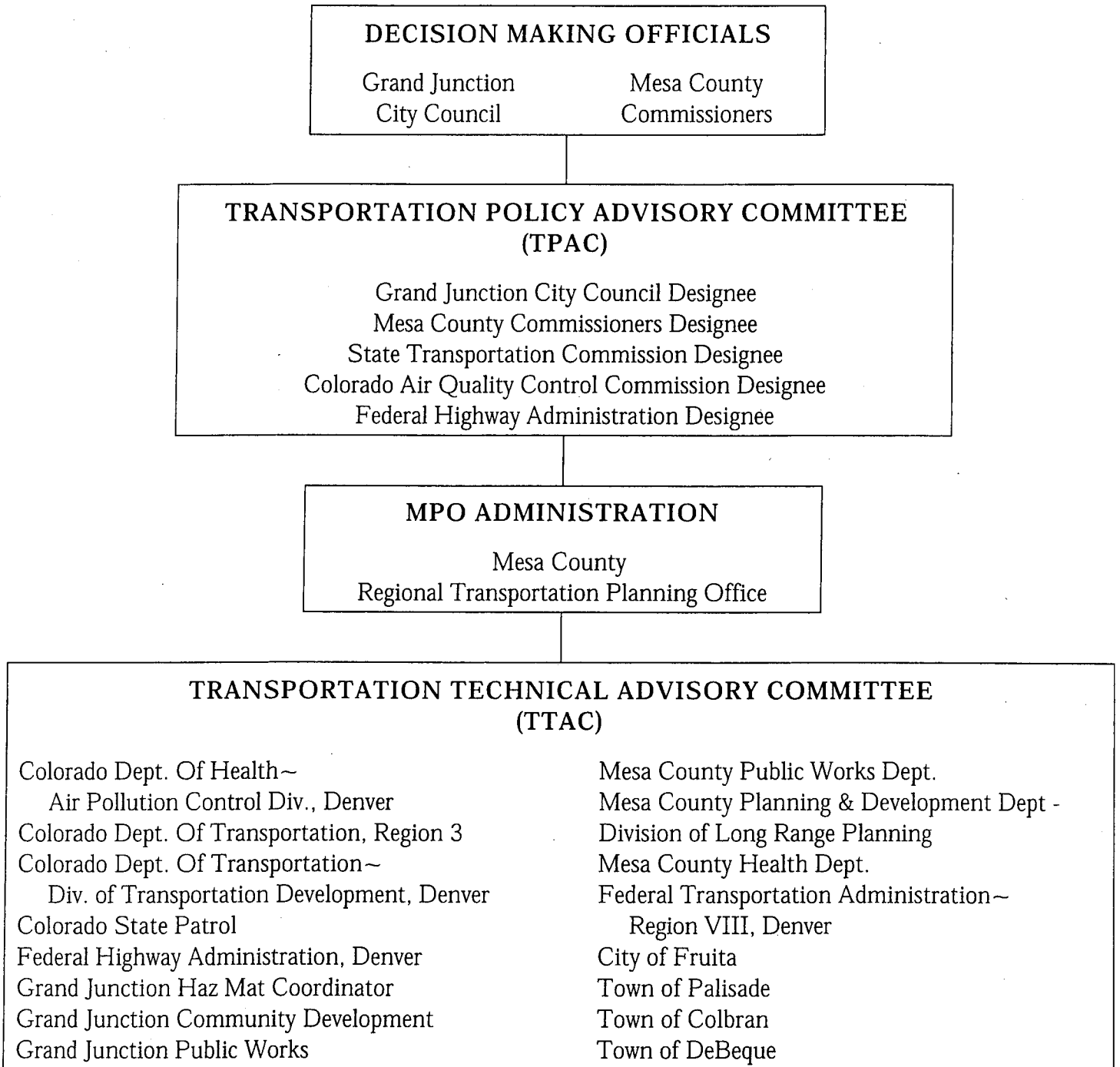
**FIGURE 4 -- TASK SCHEDULE**

Task	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
A.1 FY 2002 UPWP							D	R				
A.2 Administration			R			R			R			R
A.3 Training and Travel												
B.1 Planning Tasks			R			R			R			R
B.2 Intermodal Plaza							D		R			
C.1 2001-2006 TIP Amendments			R			R		D	R			

D = DRAFT REPORT DUE  
R = REPORT DUE



**FIGURE 3 -- GRAND JUNCTION / MESA COUNTY  
METROPOLITAN PLANNING ORGANIZATION  
LOCAL REVIEW PROCESS**



and state and federal officials. The technical operational agencies assume an active role in developing, implementing, and monitoring the program tasks. The MPO Administrator provides technical support and performs the managerial tasks necessary for the MPO to comply with state and federal requirements. Program goals call for continued support of grant administration, planning, and implementation tasks with minimum administrative overhead. The MPO's local approach to this UPWP should accomplish those goals.

FIGURE 2 -- URBANIZED AREA MAP

