

RESOLUTION NO. 62-01

**A JOINT RESOLUTION OF THE COUNTY OF MESA AND THE CITY OF GRAND
JUNCTION CONCERNING ADOPTION OF THE FISCAL YEAR 2002 UNIFIED
PLANNING WORK PROGRAM (UPWP)**

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 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 United Planning Work Program (UPWP), hereunto attached, is adopted by the Board of County Commissioners of the County of Mesa, Colorado on June 25, 2001, and by the City Council of the City of Grand Junction, Colorado on June 20, 2001.

CITY OF GRAND JUNCTION

COUNTY OF MESA

/s/ Cindy Enos-Martinez

/s/ Kathryn H. Hall

Mayor
Grand Junction City Council

Chair of the Board
Mesa County Board of Commissioners

20th day of June, 2001

25th day of June, 2001

Attest:

Attest:

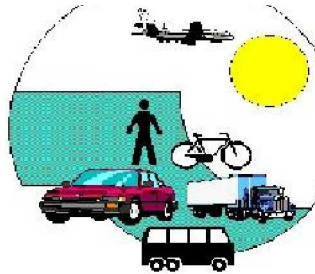
/s/ Theresa F. Martinez

/s/ Monika Todd

Deputy City Clerk

County Clerk

FY 2002
UNIFIED PLANNING WORK PROGRAM
FOR THE
GRAND JUNCTION/MESA COUNTY
URBANIZED AREA



Prepared by the

Mesa County
Regional Transportation Planning Office
*Grand Junction/Iviresa 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

May, 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	I STEA
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 2002 running from October 1, 2001 through September 30, 2002. 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. The MPO staff are housed within the Mesa County Regional Transportation Planning Office (RTPO).

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 2002 Consolidated Planning Grant (CPG) allocation to the MPO is \$130,168. Maximum payable by the department is \$106,738. This amount is made up of Federal Highway Administration (FHWA) funds in the amount of \$84,922 and of Federal Transit Administration (FTA) funds in the amount of \$21,816 for a total of 82% of the Consolidated Planning Grant. These funds are matched at an 18.0% ratio by the MPO members. Local match for PL and Section 5303 is \$23,430 and is split 50/50 between Mesa County and the City of Grand Junction.

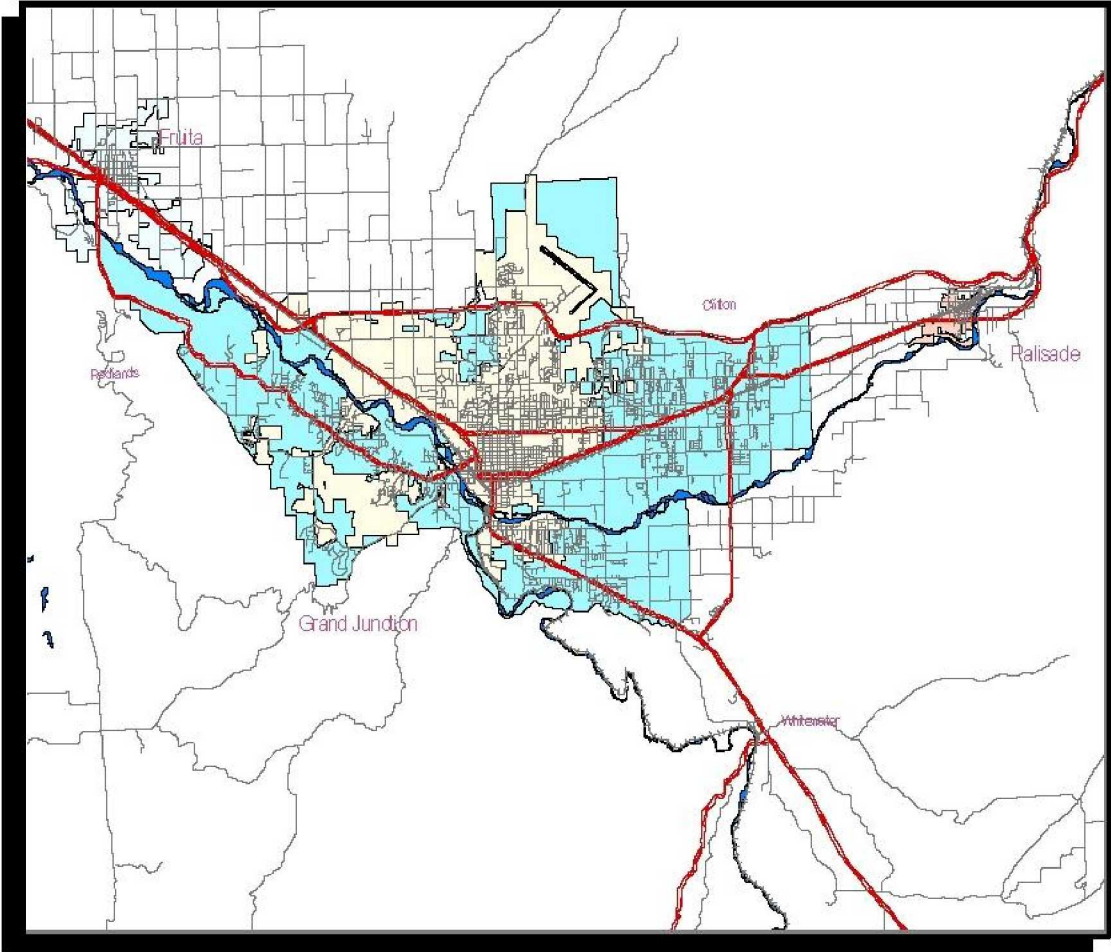
In addition, Section 5307 FTA grant funds will provide \$45,000 with a \$11,250 local match requirement for a total of \$56,250 to the RTPO in FY 2002 for the purpose of FTA grant administration and public transit coordination. Other funding to the RTPO for FY 2002 includes \$30,000 from Mesa County, \$2,500 from Fruita, and \$1,000 from Palisade for a total of \$33,500 for Transportation Planning Region planning activities

The RTPO, therefore, proposes to spend a total of \$219,918, including local match, on transportation-related tasks contained in the FY 2002 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.)

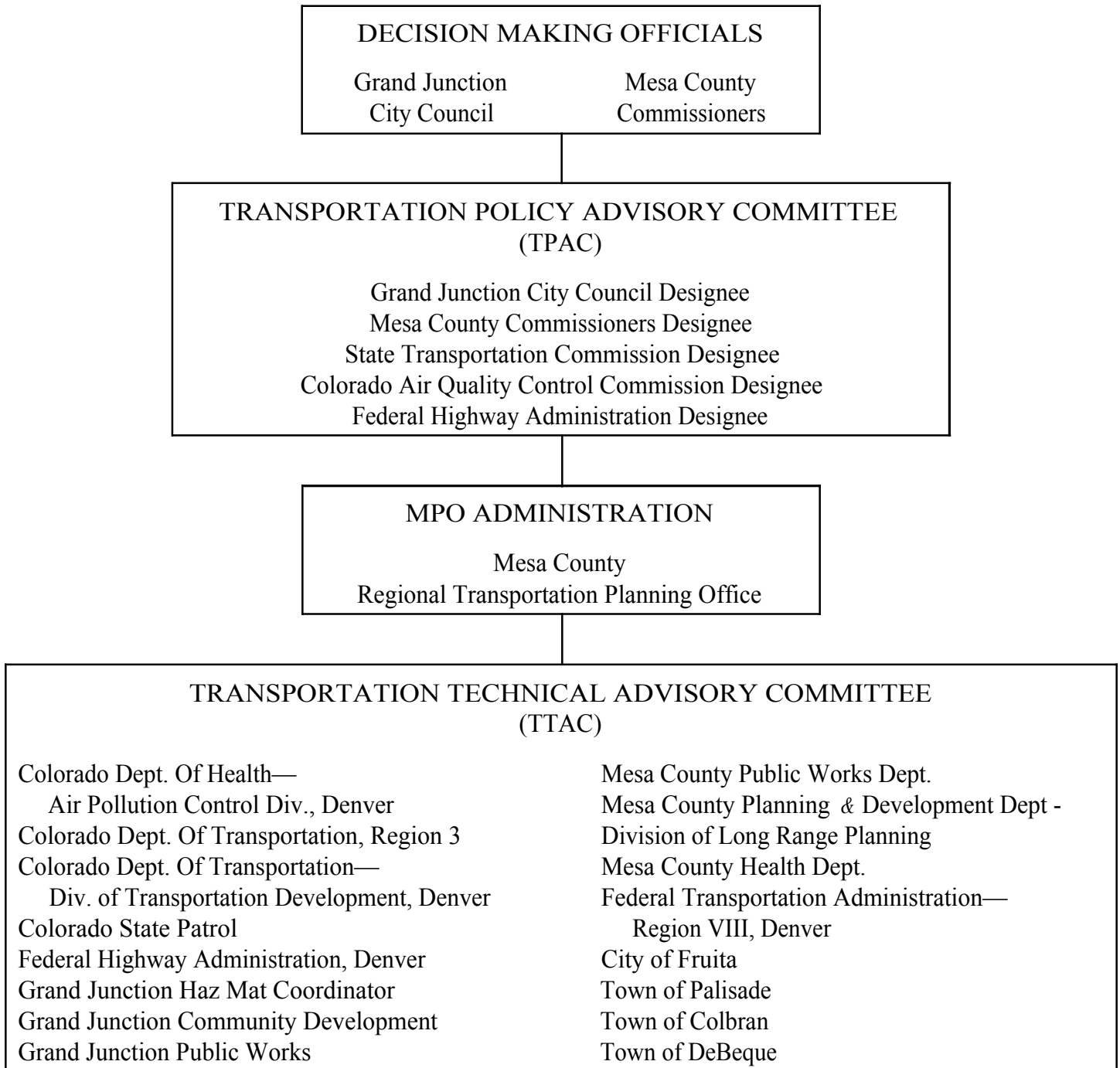
The current local operational structure allows for maximum funding to be channeled to local City and County agencies through the Transportation Technical Advisory Committee (TTAC) and Transportation Policy Advisory Committee (TPAC) and to provide staff and resources for completion of the various tasks through the RTPO and the member governments. 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 (the RTPO Director) 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 RTPO performs administrative functions working directly to support the task elements of the FY 2002 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 2002 it is proposed that \$219,918 be expended by the RTPPO on transportation planning for the MPO. Of that amount \$34,680 is the required match from Grand Junction, Mesa County, and other local sources, as well as \$33,500 is to be provided by Mesa County, Fruita, and Palisade for Transportation Planning Region (TPR) activities. Federal Highway Administration and Federal Transit Administration funds administered through CDOT provide \$151,738 for regional transportation planning efforts. A breakdown of these funds by task group and agency is shown below.

TABLE 1-- SUMMARY OF THE BUDGET

Task	PL & Sec 5303	Sec 5307	TPR	Total
A,1 FY 2003 UPWP	\$8,000			\$8,000
A.2 Administration	32,000	\$10,000	\$3,000	45,000
A.3 Training and Travel	6,000	2,500		8,500
A.4 MPG Memo of Understanding	31,000		5,000	36,000
B.1 Planning Tasks	46,168	43,500	24,500	114,418
C.1 2003-2008 TIP Amendments	6,750	250	1,000	8,000
TOTAL	\$130,168	\$56,250	\$33,500	\$219,918

TABLE 2 -- FUNDING BREAKDOWN

Funding Sources	Grants	Mesa County	Grand Junction	Fruita	Palisade	Total
Consolidated Planning Grant (CPC)	\$106,738	11,715	11,716	0	0	130,168
Section 5307	45,000	11,250	0	0	0	56,250
TPR Contributions	0	30,000	0	2,500	1,000	33,500
TOTAL	\$151,738	\$52,965	\$11,715	\$2,500	\$1,000	\$219,918

TABLE 3 -- UPWP TASK COSTS

Task	Local Match	PL	Sec 5303	Sec 5307	Total
A.1 FY 2003 UPWP	\$1,440	\$6,660			\$8,000
A.2 Administration	10,760	23,418	\$2,822	\$8,000	45,000
A.3 Training and Travel	1,580	3,656	1,264	2,000	8,500
A.4 MPG Memo of Understanding	10,580	18,890	6,530		36,000
B.1 Planning Tasks	41,555	28,285	9,778	34,800	114,418
C.1 2001-2006 TIP Amendments	2,265	4,113	1,422	200	8,000
TOTAL	\$68,180	\$84,922	\$21,816	\$45,000	\$219,918

GRAND JUNCTION / MESA COUNTY MPO UPWP WORK TASKS

The major portion of this document consists of work tasks to be completed during Fiscal Year 2002 (October 1, 2001 to September 30, 2002.) 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 2002 will be completed on a quarterly basis beginning in January, 2002 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 2003 (October 1, 2002 through September 30, 2003) Unified Planning Work Program (UPWP).

Objective: To perform the necessary management tasks to produce a FY 2003 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.

Product: A Unified Planning Work Program for FY 2003.

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: Regional Transportation Planning Office

Personnel: Local - 20 days

Costs: \$8,000 (Includes non-salary costs)

FUNDING: Total -	\$8,000
PL -	\$6,560
Sec 5303 -	\$0.00
FTA 5307 -	\$0.00
Local -	\$1,440

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 FY2002 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.

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 - 120 days

Costs: \$45,000 (Includes non-salary costs)

FUNDING: Total -	\$45,000
PL -	\$23,418
Sec 5303 -	\$ 2,822
FTA 5307 -	\$ 8,000
Local -	\$10,760

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.

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 - 22 days

Costs: \$8,500 (Includes non-salary costs)

FUNDING: Total -	\$ 8,500
PL -	\$ 3,656
Sec 5303 -	\$ 1,264
FTA 5307 -	\$ 2,000
Local -	\$ 1,580

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.

Products: The product of this effort will be the successful completion and adoption of a new MOU by the participating entities.

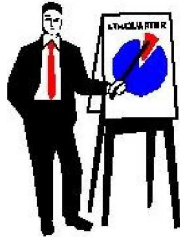
Schedule: Draft MOU - June, 2002. Final MOU - September, 2002.

Agency: Regional Transportation Planning Office

Personnel: Local - 90 days

Costs: \$36,000 (Includes non-salary costs)

FUNDING: Total -	\$36,000
PL -	\$18,890
Sec 5303 -	\$ 6,530
FTA 5307 -	\$ 0.00
Local -	\$ 10,580



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 transportation 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. Spedfic tasks may include:

Continuous planning for the adopted Major Street Plan (Val leywide Circulation Plan) and 2020 Regional Transportation Plan,

Assist with transportation element for updating the Mesa County Master Plan and member municipality master plans.

Access Management Training for staff & derision-makers,

Review long-range local capital improvements programs for regionally-significant transportation projects and prioritize regional funding sources for implementation,

Analyze Census 2000 for geographic distributions of targeted groups, including minority populations,

Assist CDOT Region 3, the City of Grand Junction, City of Fruita and Mesa County in project management of the joint Redlands Area / Highway 340 Transportation Study,

Assist CDOT Region 3 and Mesa County in the development of a the Clifton Traffic Study, including the Pear Park, Fruitvale and Clifton areas,

2000 Census update to the TransCAD transportation model,

2000 Census data incorporation into transportation model and planning (Census Transportation Planning Package),

Sponsor a regional "vision" of a network of multi-modal facilities for moving residents and spurring economic vitality in the Grand Valley,

Develop a funding & prioritization plan for implementing the Urban Trails Master Plan throughout the Grand Valley,

Assist Mesa County in developing a spedfic capital improvements plan to "retrofit" large, unincorporated areas with sidewalks, bike and pedestrian paths,

- Assist the City of Grand Junction and area transportation providers in the development of the Grand Junction Historic Intermodal Plaza and the Westside Downtown Plan, Create a long-range plan for expanded student-friendly transit services at Mesa State College, Provide Title VI service equity monitoring for all modes of transportation expenditures,

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

Schedule: Continuous.

Agency: Regional Transportation Planning Office
Community Development Dept. - Grand Jct
Mesa County Long Range Planning
Grand Junction Public Works Dept.
Mesa County Public Works Dept.

Personnel: Local - 260 days

Costs: \$114,418 (Includes non-salary costs)

FUNDING: Total-	\$114,418	
PL -	\$ 28,285	
Sec 5303 -	\$ 9,778	
	FTA 5307 -	\$ 34,800
	Local -	\$ 41,555



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: Prepare the FY 2003-2008 Transportation Improvement Program (TIP).

Objective: The Fiscal Years 2003-2008 TIP will establish capital projects in the urbanized area for which federal assistance is expected. It will contain 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.

Products: FY 2003-2008 Transportation Improvement Program (TIP).

Schedule: Continuous.

Agency: Regional Transportation Planning Office

Personnel: Local - 20 days

Costs: \$8,000 (Includes non-salary costs)

FUNDING: Total -	\$ 8,000
PL-	\$ 4,113
Sec 5303 -	\$ 1,422
FTA 5307 -	\$ 200
Local -	\$ 2,265

FIGURE 4 -- TASK SCHEDULE

Task	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
A.1 FY 2003 UPWP												
A.2 Administration												
A.3 Training and Travel												
A.4 IvIPO Memo of Understanding												
B.1 Planning Tasks			R			R			R			R
C.1 2003-2008 TIP			R			R		D	R			

D = DRAFT REPORT DUE
R = REPORT DUE