



FY 2002  
 UNIFIED PLANNING WORK PROGRAM  
 (Amended July 18, 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*  
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 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  
 July, 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

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**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

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Palisade  
Redlands  
Whitewater  
Clifton  
Fruita  
Grand Junction

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**

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

Grand Junction  
City Council  
Mesa County

Commissioners

**TRANSPORTATION POLICY ADVISORY COMMITTEE (TPAC)**

Grand Junction City Council Designee

Mesa County Commissioners Designee

State Transportation Commission Designee

Colorado Air Quality Control Commission Designee

Federal Highway Administration Designee

**MPO ADMINISTRATION**

Mesa County

Regional Transportation Planning Office

**TRANSPORTATION TECHNICAL ADVISORY COMMITTEE  
(TTAC)**

Colorado Dept. Of Health~

Air Pollution Control Div., Denver

Colorado Dept. Of Transportation, Region 3

Colorado Dept. Of Transportation~

Div. of Transportation Development, Denver

Colorado State Patrol

Federal Highway Administration, Denver

Grand Junction Haz Mat Coordinator

Grand Junction Community Development

Grand Junction Public Works

Mesa County Public Works Dept.

Mesa County Planning & Development Dept -

Division of Long Range Planning

Mesa County Health Dept.

Federal Transportation Administration~

Region VIII, Denver

City of Fruita

Town of Palisade

Town of Colbran

Town of DeBeque

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**SUMMARY OF THE BUDGET**

For FY 2002 it is proposed that \$219,918 be expended by the RTPO 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 MPO 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	
<b>TOTAL</b>	<b>\$130,168</b>	<b>\$56,250</b>	<b>\$33,500</b>	<b>\$219,918</b>	

**TABLE 2 -- FUNDING BREAKDOWN**

**Funding Sources Grants**

**Mesa**

**County**

**Grand**

**Junction Fruita Palisade Total**

Consolidated Planning Grant (CPG)	\$106,738	11,715	11,715	0	0	130,168
Section 5307	45,000	11,250	0	0	56,250	
TPR Contributions	0	30,000	0	2,500	1,000	33,500
<b>TOTAL</b>	<b>\$151,738</b>	<b>\$52,965</b>	<b>\$11,715</b>	<b>\$2,500</b>	<b>\$1,000</b>	<b>\$219,918</b>

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**TABLE 3 -- UPWP TASK COSTS**

**Task**

**Local**

**Match PL Sec 5303 Sec 5307 Total**

A.1 FY 2003 UPWP	\$1,440	\$6,560	\$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 MPO 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
<b>TOTAL</b>	<b>\$68,180</b>	<b>\$84,922</b>	<b>\$21,816</b>	<b>\$45,000</b>	<b>\$219,918</b>

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**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

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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

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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 Understand and Memorandum of Agreement for MPO**

Objective: To update the 1984 Memorandum of Understanding and Memorandum of Agreement (combined into one document) for the Metropolitan Planning Area among Mesa County, the City of Grand Junction, CDOT

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 and MOA by the participating entities.

Schedule: Draft Agreement - June, 2002. Final Agreement - 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.

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**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.

Specific tasks may include:

- Continuous planning for the adopted Major Street Plan  
(Valleywide 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 & decision-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 specific 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

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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)

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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 Sept**

A.1 FY 2003 UPWP D R

A.2 Administration R R R R

A.3 Training and Travel

A.4 MPO Memo of

Understanding

D R

B.1 Planning Tasks R R R R

C.1 2003-2008 TIP R R D R

D = DRAFT REPORT DUE

R = REPORT DUE