

Adopted by the WAMPO Transportation Policy
Body on November 10, 2015

2016 Unified Planning Work Program

Transportation Planning in the WAMPO Region



WICHITA AREA METROPOLITAN PLANNING ORGANIZATION

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WICHITA AREA METROPOLITAN PLANNING ORGANIZATION

MISSION

The Wichita Area Metropolitan Planning Organization (WAMPO) is the lead independent agency for coordinating priorities for regionally-significant transportation investments in roads, highways, transit, rails, and bicycle and pedestrian facilities. In engagement with its member communities, and state and federal partners, WAMPO supports the region's economic and transportation goals.

VISION

WAMPO aspires to develop an integrated regional transportation network that safely and efficiently moves people and goods to their intended destinations, and aligns investments in the region's economic and transportation goals.

VALUES

FAIRNESS - to all member communities and other regional stakeholders in establishing priorities and making high return on investment decisions.

TRANSPARENCY - in openly communicating the when, what, how, and why of Board and staff decision making.

PUBLIC ENGAGEMENT - actively inviting, listening, and considering the ideas of those who have a stake in the agency's decisions.

COLLABORATION - consulting and cooperating with groups to share information and coordinate plans and decisions.

WAMPO Transportation Policy Body (TPB) Members

(current as of November 2015)

Officers

Tom Jones, Chair
Council Member, Park City

Pete Meitzner, Vice Chair
Council Member, City of Wichita

Voting Members

Bruce Armstrong, Mayor
City of Haysville

Marci Machino, Council Member
City of Valley Center

Kelly Arnold, Sedgwick County Clerk
Sedgwick County

Guy MacDonald, Council Member
City of Bel Aire

Linda Ball, Mayor
City of Cheney

Janet Miller, Council Member
City of Wichita

James Clendenin, Vice Mayor
City of Wichita

Mike Moriarty, Bureau Chief
Kansas Department of Transportation

Lionel Diamond, Council Member
City of Rose Hill

Karl Peterjohn, County Commissioner
Sedgwick County

Clair Donnelly, Mayor
City of Maize

Troy Tabor, Council Member
City of Andover

Bryan Frye, Council Member
City of Wichita

David Unruh, County Commissioner
Sedgwick County

Jack Hezlep, Council Member
City of Derby

Burt Ussery, Mayor
City of Clearwater

Jim Howell, County Commissioner
Sedgwick County

Dan Woydziak, County Commissioner
Butler County

Joe Johnson, Council Member
City of Mulvane

Tom Hein, Public Affairs Manager
Kansas Department of Transportation Wichita Metro

Terry Somers, Mayor, City of Mount Hope
Sedgwick County Association of Cities (SCAC) Representative*

*The SCAC representative represents all of the member jurisdictions with less than 2,000 population. These include Andale, Colwich, Eastborough, Kechi, Mount Hope, and Sumner County.

Non-Voting Members

Paul Foundoukis, Community Planner
Federal Highway Administration Kansas Division Office

Ed Parker, Mayor
City of Kechi

Daniel Nguyen, Community Planner
Federal Transit Administration Region VII Office

Kristi Winter, Council Member
City of Andale

Chris Owen, Council Member
City of Eastborough



WAMPO Executive Committee Members

(current as of November 2015)

Tom Jones, Chair
Council Member, Park City

Pete Meitzner, Vice Chair
Council Member, City of Wichita

Bruce Armstrong, Mayor
City of Haysville

David Unruh, County Commissioner
Sedgwick County

Dan Woydziak, County Commissioner
Butler County

WAMPO Technical Advisory Committee (TAC) Members

(current as of November 2015)

Officers

Dan Woydziak, Chair
WAMPO TPB Member and Butler County Commissioner

Voting Members

Jack Brown, Wichita Bicycle Advisory Committee, Chair
Bicycle/Pedestrian representative

Annette Graham, Director, Sedgwick County Department on Aging
Coordinated Transit District #12 representative

Paul Gunzelman, Assistant City Engineer, City of Wichita
Wichita representative

Rene Hart, MPO Liaison, Kansas Department of Transportation
KDOT representative

Gary Janzen, City Engineer, City of Wichita
Wichita representative

Keith Lawling, Senior Administrator, Regional Economic Area Partnership (REAP)
REAP representative

Les Mangus, Public Works/Community Development Director, City of Andover
Butler/Sumner County representative

Zach McHattan, Planning/Community Relations Coordinator, City of Haysville
Sedgwick County Association of Cities (SCAC) representative

Shawn Mellies, Special Projects Engineer, City of Wichita
Wichita representative

John Prather, VP Marketing & Communications, Groendyke Transportation
Freight representative

Laura Quick, Environmental Compliance Manager, City of Wichita
Air Quality representative



Glen Scott, Wichita Metro Engineer, Kansas Department of Transportation
KDOT representative

David Spears, Public Works Director, Sedgwick County
Sedgwick County representative

Dan Squires, City Engineer, City of Derby
Sedgwick County Association of Cities (SCAC) representative

Michelle Stroot, Senior Management Analyst, Wichita Transit
Wichita Transit representative

Jack Whitson, City Administrator, City of Park City
Sedgwick County Association of Cities (SCAC) representative

Ex-Officio (Non-Voting) Members

Paul Foundoukis, Community Planner
Federal Highway Administration (FHWA) Kansas Division Office

Daniel Nguyen, Community Planner
Federal Transit Administration (FTA) Region VII Office

WAMPO Staff

(current as of November 2015)

Phil Nelson, Interim Director

Kristen Zimmerman, Planning Manager

Gloria Jeff, Principal Planner

Chris Upchurch, Senior Planner

Tricia Thomas, Associate Planner

Associate Planner (currently vacant)

Carol Gilchrist, Planning Analyst

Vicky Forbes, Management Analyst

Katherine Newby, Administrative Aide



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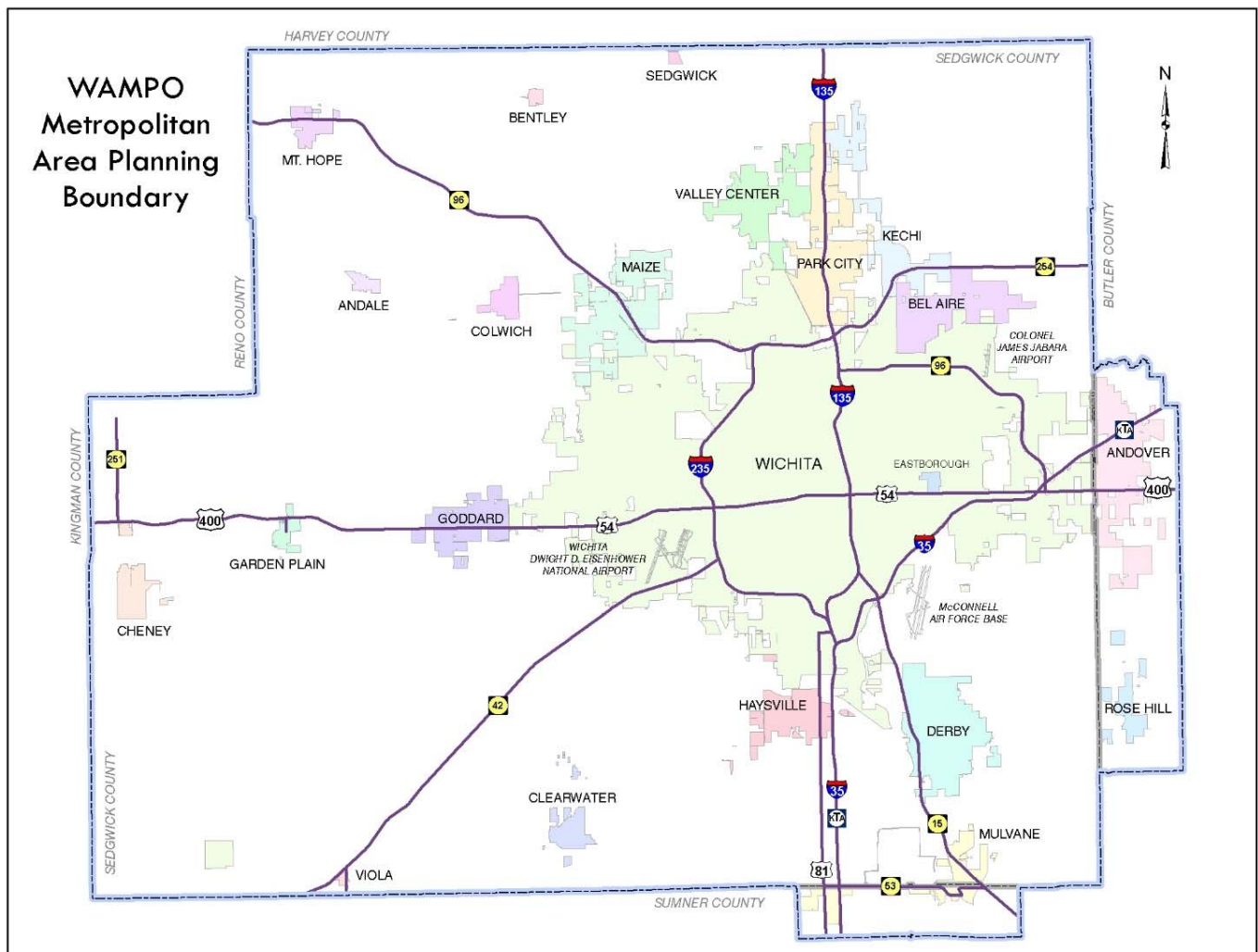
Introduction

What is the WAMPO 2016 UPWP?

The Wichita Area Metropolitan Planning Organization (WAMPO) 2016 Unified Planning Work Program (UPWP) identifies and budgets for the regional transportation planning initiatives that WAMPO and its planning partners will undertake during 2016 in the WAMPO planning area. This UPWP was developed in cooperation with the Kansas Department of Transportation (KDOT), Wichita Transit (WT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

What is the WAMPO planning area?

The WAMPO region includes 22 cities and all or portions of three counties in south central Kansas. It includes all of Sedgwick County, and the cities and towns therein, and portions of Butler and Sumner counties, as shown in the map below. Covering over 1,065 square miles, this region is home to approximately 545,000 people, 200,000 households, and 260,000 jobs.



What is the regional transportation system?

The regional transportation system includes 130 miles of interstates and U.S. highways, 135 miles of state highways, and 1,200 miles of major local roads, Wichita Traffic Operations Center and all associated cameras and message signs, 185 miles of bicycle facilities, two commercial airports, one fixed route transit provider, and many different paratransit service providers. WAMPO also plans for system-wide transportation issues, including safety, freight movement, economic development, asset management, and system operations.

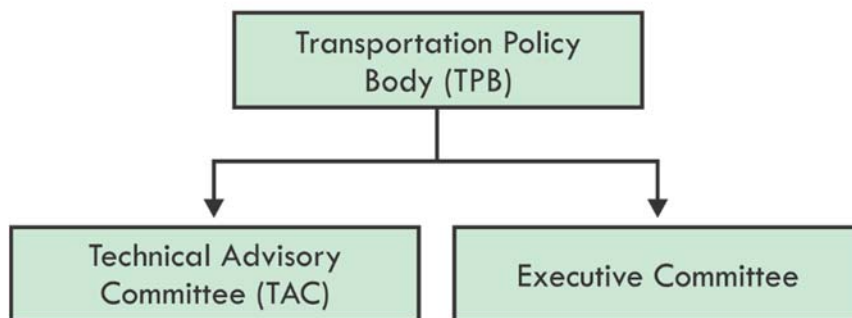
What is the WAMPO organizational structure?

WAMPO’s organizational structure is comprised of a governing body, its Executive Committee, a Technical Advisory Committee (TAC), and professional staff. Other advisory committees are established to guide specific planning initiatives, as needed. The WAMPO Transportation Policy Body (TPB) is the governing body of WAMPO, and it is comprised of elected officials from member jurisdictions and representatives from KDOT. It is comprised of 24 voting members and an additional eight non-voting or ex-officio members. The TPB’s Executive Committee is comprised of the TPB Chair, its Vice Chair, and three additional TPB members chosen by the Chair and ratified by the TPB.

The 18-member Technical Advisory Committee (TAC) consists of technical experts representing local governments, KDOT, staff partner organizations, and other transportation-related interests. WAMPO staff supports and facilitates the work of the TPB, the Executive Committee, the TAC, and any other advisory committees that are put in place.

Wichita Area Metropolitan Planning Organization (WAMPO) Committee Structure

As of: September 2015



Statement of Nondiscrimination

The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance. Any persons who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO’s Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our web site at www.wampo.org or call (316) 352-4860.



1975 1985 1995 2005 2015

HISTORY OF WAMPO

GOVERNANCE

- 1974 Gov. Docking designated the Wichita - Sedgwick County Metropolitan Area Planning Commission (MAPC) as the MPO
- 2005 WAMPO established through an agreement between City of Wichita, Sedgwick County, & KDOT
- 2005 Transportation Policy Body (TPB) created. Membership is MAPC, elected officials from some suburban cities, & Wichita Transit (18 voting members)
- 2006 Technical Advisory Committee (TAC) created
- 2007 Official redesignation, as per the terms of the 2005 Agreement
- 2007 TPB membership changed to elected officials from Wichita, Sedgwick Co., & some suburban cities, KDOT, & MAPC rep. (9 voting members)
- 2011 TAC membership expanded to include additional stakeholders
- 2013 Redesignation
- 2013 TPB expanded, membership consists of elected officials from all jurisdictions in WAMPO planning area (24 voting members)
- 2014 Executive Committee formed
- 2015 WAMPO adopted Organizational Development Plan

PLANNING AREA

- 1974 City of Wichita city limits and unincorporated Sedgwick County
- 1978 Sedgwick County, including all cities within it (as per MAPC & KDOT agreement)
- 2005 Expanded to include Andover, unincorp. Butler Co. surrounding Andover, Mulvane, & unincorp. Sumner Co. surrounding Mulvane
- 2012 Expanded to include Rose Hill, updated Mulvane city limits, & more of unincorp. Butler & Sumner Counties

FUNDING

- 1974 100% federal grant, match requirement met through numerous soft-match sources
- 2010 - 2013 Area City & County Managers develop local funding approach - TIP fees & member dues
- 2013 Fiscal Agreement is signed by 21 of 25 local jurisdictions in the WAMPO planning area
- 2013 Started collecting TIP fees
- 2014 Started using local funding as match to the federal grant
- 2015 Started collecting member dues

ADMINISTRATIVE SERVICES (HR, IT, Legal Counsel, Purchasing, Accounting, Office Space)

- 1974 MPO was part of the MAPD. City of Wichita provided all administrative services
- 2014 Began project to assess different options to provide administrative services

STAFFING

- 1974 Staff services were performed and provided by MAPD staff
- 2014 Transitioned an Associate Planner position to a Management Analyst position
- 2014 Added a summer intern & a part-time Administrative Aide position
- 2015 Created and filled Director position

TRANSPORTATION PLANNING

- 1985 Adopted the Year 2000 Transportation Plan
- 1994 Adopted the 2020 Transportation Plan
- 2000 Adopted the 2030 Transportation Plan
- 2005 Adopted the 2030 Long Range Transportation Plan
- 2010 Adopted the MTP 2035 Transportation Plan
- 2015 Adopted the MOVE 2040 Transportation Plan



Regional Transportation Planning Process and Focus Areas

What is the WAMPO transportation planning process?

WAMPO's transportation planning process provides a forum for deciding how to improve the regional transportation system and how to allocate federal transportation funds to pay for those improvements. This decision-making process is cooperative, comprehensive, and continuous. It requires extensive coordination and cooperation with jurisdictional partners, local, state, and federal agencies, other stakeholders, and the general public to identify common issues, concerns, and priorities for the regional transportation system. In addition, it requires a comprehensive look at transportation investment alternatives and trade-offs to ensure that programmed federal transportation funds are aligned with the region's broader societal goals.

A major product of this process is the long range transportation plan, which identifies goals and objectives for the WAMPO region transportation system over the next 25 years and strategies and projects to achieve them. WAMPO's current long range transportation plan is MOVE 2040. It was adopted in July 2015. It defines the vision, eight goal areas, performance measures, and projects for the regional transportation system in the WAMPO region through 2040. It prioritized preservation and maintenance of the system, while at the same time improving choice and connectivity through stabilization of the public transit service and the use of technology.

WAMPO's planning process is regulated by federal transportation legislation. The current federal transportation legislation, Moving Ahead for Progress in the 21st Century (MAP-21), calls for MPOs to use a performance based planning approach and to use federal funding programs to achieve national-level goals in seven priority areas: safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, reduced project delivery delays. Although MAP-21 expired in late September, 2014, Congress has passed several Continuing Resolutions to authorize MAP 21. It is currently authorized through November 2015.

What are the major regional transportation planning focus areas for 2016?

There are two major issues for the region to address regarding transportation and transportation planning.

- MOVE 2040 Implementation
- WAMPO Organizational Development Plan Implementation

MOVE 2040 defined the major short term and long term priorities for the WAMPO region transportation system, and the recently adopted WAMPO Organizational Development Plan defined the major priorities for the WAMPO organization and its ongoing reorganization. For 2016, the priority transportation issues facing the region include:

- Asset Management
- Process Improvements to the MTP and TIP Planning Processes
- WAMPO re-organization next steps

Implementing MOVE 2040

Implementing the long range plan MOVE 2040 is a cooperative effort between WAMPO and its member jurisdictions. WAMPO's responsibilities include initiating several MOVE 2040 reporting and planning initiatives. WAMPO's member jurisdictions participate on steering committees for the MOVE 2040 – related planning initiatives. They also lead the designing, constructing, and implementing the regionally significant projects that are identified in the current Transportation Improvement Program (TIP) – the short range implementation plan for MOVE 2040.



During 2016, WAMPO is focusing on MOVE 2040 implementation, which focuses on three areas of work. These initiatives were included as MOVE 2040 recommendations, and they represent the highest priority near-term planning initiatives for the region to follow.

Asset Management Phase 1

This initiative is responding to the MOVE 2040 investment strategy – Maintain and Preserve. Taking care of what we have ended up as the priority goal for MOVE 2040. During the development of the Plan, though, it became clear that the region did not have a complete inventory or consistent approach to rate the condition of the transportation system's major assets (e.g., road condition). Phase 1 activities will include the preliminary work, including conducting a review of current practices in the region and developing recommendations for the region to move forward to develop a consistent approach to assessing the condition of the region's major transportation assets.

Process Improvements to the Regional Transportation Planning Process

Another MOVE 2040 recommendation that is a top priority for 2016 is evaluating process improvements for developing and managing the MTP and TIP – two key planning documents. The MOVE 2040 recommendations and the 2015 Certification Review identified several areas to focus on, including project identification and selection and the TIP policies and procedures, progress reporting, and project tracking methods.

Implementing the WAMPO Organizational Development Plan

WAMPO passed its very first Organizational Development Plan in June 2015. It established WAMPO's mission, vision, and guiding principles, and it also defined eight focus areas for WAMPO to pursue between 2015 and 2017. It is intended to make WAMPO a more independent organization that is better positioned to carry out the metropolitan transportation planning process. The priority areas and 2016 projects are listed below.

Becoming an Independent Organization

Implement the Preferred Administrative Services Option

Intentional Member Communication & Fostering Public Dialogue

Director's one-on-one meetings with member jurisdictions
Complete the WAMPO 101 packet and key messages

Strengthen Governance

Develop Governance Policies and Procedures for WAMPO

Sustain Partner Relationships

Update the Cooperative Agreement Among KDOT, Wichita Transit, and WAMPO

Develop Staff Capacity

Complete a Staff Position Classification Plan, including Recruitment & Retention Strategies Recommendations and Outsourcing Recommendations



Overview of 2016 UPWP Tasks and Funding

Task Overview

The regional transportation planning activities and products contained in this UPWP are categorized by six major tasks:

- Task 1.0 - Management and Administration
- Task 2.0 - Public and Stakeholder Involvement
- Task 3.0 - Data and Modeling
- Task 4.0 - Transportation System Project Programming
- Task 5.0 - Transportation System Planning
- Task 6.0 - Multimodal Planning

Sub-tasks, major accomplishments in 2015, and goals for 2016 for each task are identified at the beginning of each task section. Each sub-task section describes the specific activities/projects and products to be carried out in 2016. The lead agency and estimated time-frame for carrying out each activity/project is listed after the activity name.

Funding Overview

WAMPO

Currently, WAMPO is funded by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funding programs. These funds are provided to WAMPO through two reimbursement-basis grants, which are outlined below.

Consolidated Planning Grant (CPG)

The CPG consists of FHWA Planning (PL) funds and FTA Section 5303 funds. The CPG requires a 20% match on the overall grant (not individual tasks or sub-tasks). WAMPO will use cash contributions from local governments for the match in 2016.

Grant Administration Funding for FTA Section 5316 Job Access Reverse Commute (JARC) and FTA Section 5317 New Freedom (NF) programs

WAMPO is the designated recipient for FTA Sections 5316 (JARC) and 5317 (NF) programs for the Wichita urbanized area. These grant administration funds do not require a local match, and they are not attributable to the CPG. These funds will be used exclusively for Sub-task 4.2 (JARC and NF Programs) activities in 2016.

Wichita Transit

Wichita Transit (WT) is the designated recipient for the Federal Transit Administration (FTA) Section 5307 Urbanized Area Formula Funding. These funds and their associated local match support Wichita Transit's planning activities and products listed in Activity 6.1.2 (WT's Transit and Paratransit Planning Activities).

Other Planning Partners

Regional transportation planning initiatives carried by other partner organizations such as KDOT or local governments are funded through other federal, state, and/or local sources.



2016 UPWP Tasks and Sub-Tasks

Task 1.0—Management and Administration

Sub-tasks

- 1.1—General Program Administration
- 1.2—UPWP and Budget
- 1.3 – TPB and TAC Meeting Support
- 1.4 – Professional Development, Education, and Training

2015 Accomplishments by Planning Partners

- WAMPO TPB adopted the WAMPO Organizational Development Plan – a foundational document for WAMPO that defines its mission, vision, and guiding principles.
- Partners participated in the U.S. Department of Transportation’s Certification Review.
- WAMPO made significant headway on reassessing WAMPO’s options for administrative service provisions.
- The WAMPO TPB adopted the 2016 UPWP.

2016 Goals for Planning Partners

- WAMPO TPB adoption of the 2017 UPWP.
- Develop WAMPO governance policies and procedures.
- Complete a staff classification plan for WAMPO.
- Finalize the update of the Cooperative Agreement between KDOT, Wichita Transit, and WAMPO.

Sub-task 1.1—General Program Administration

Efficiently and effectively manage and administer the WAMPO organization in compliance with local, state, and federal regulations.

Activity 1.1.1 – General Management, Secretarial, and Administration

Lead Organization: WAMPO

Timeframe: On-going

General management, secretarial, and administration includes the following detailed activities and all other related activities:

- Overall agency leadership and management.
- Monitor federal and state legislation related to transportation planning issues.
- Personnel tasks, such as staff performance evaluations and hiring processes.
- Develop, maintain, and implement the agency’s administrative and personnel policies and procedures.
- Make travel arrangements and process travel paperwork.
- Process payroll and mail.
- Develop and implement a paper filing system and organize the electronic filing system.
- Complete timesheets and quarterly activity reports.
- Staff the front desk.
- Internal staff meetings.



Activity 1.1.2 – WAMPO Reorganization

Lead Organization: WAMPO

Timeframe: 2011 – 2017

Reorganize the WAMPO organization through changes in local funding mechanisms and restructuring the overall WAMPO organization. This task involves meeting with local governments and state and federal partners, adopting new funding mechanisms, redesignating WAMPO, developing procedures to implement the proposals, restructuring the TPB and other WAMPO committees, starting an Executive Committee, reassessing WAMPO's administrative service provision options, and drafting and executing an agreement with WAMPO's fiscal agent. This sub-task also includes procurement and contract administration for on-call legal services and other types of services to assist WAMPO with this process. Specific tasks include:

- Administer the contract with the contracted attorney, which includes reviewing invoices and meeting to discuss legal issues.
- Staff support for the WAMPO Executive Committee.
- Monitor progress on Organizational Development Plan

Activity 1.1.2a – Administrative Support Services Reassessment and Implementation

Lead Organization: WAMPO

Timeframe: Spring 2015 – December 2016 (tentative schedule)

This project will evaluate WAMPO's options for receiving administrative services from a variety of models, including a host agency, itself, or some sort of hybrid. Tasks and timeline are listed below.

- Procurement Process (Spring – Summer 2015)
- Evaluate Options (Summer – Fall 2015)
 - Inventory goods and services WAMPO currently receives and cost paid
 - Determine and evaluate alternative models
 - Decide on the preferred model
 - Implement Preferred Option (Fall – Winter 2015/2016)

The 2016 activities include:

- Administer the existing contract for the Administrative Support Services for WAMPO
- Procure for any additional necessary consultant services (e.g, additional research, assistance with implementation of preferred method) to carry out this project.

Activity 1.1.2b – Develop WAMPO Governance Policies

Lead Organization: WAMPO

Timeframe: January 2016 – Spring 2017

Project will develop the overall WAMPO governance approach, style, and organizational chart. It will define the role and responsibility of each portion of the WAMPO organization – the TPB, its advisory committees, and the staff, as well as the reporting structure. It also will define the relationship between the Board and its advisory committees, and the WAMPO staff. This project may be completed with the assistance of consultant services, so this activity will include time for procurement of those services if consultant services are used.

Activity 1.1.2c – Staff Position Classification Plan

Lead Organization: WAMPO

Timeframe: January 2016 – Spring 2017

Project will determine the necessary skillsets and staffing needs for WAMPO, including the organizational chart, job titles, and job descriptions. It will result in a staff position classification scheme. It will also include recommendations for MPO staff recruitment strategies, retention strategies, and outsourcing. This project may be completed with the assistance of consultant services, so this activity will include time for procurement of those services if consultant services are used.



Activity 1.1.3 Cooperative Agreement Update

Lead Organization: WAMPO

Timeframe: January 2016 – December 2016

KDOT, Wichita Transit, and WAMPO will coordinate to update the Cooperative Agreement among the three planning partners.

- Product: Updated Cooperative Agreement – Fall 2016

Sub-task 1.2—UPWP and Budget

Develop and manage the annual UPWP, WAMPO's funding sources, the WAMPO short term and long term budget, and carry out all associated financial activities.

Activity 1.2.1 – UPWP and Budget

Lead Organization: WAMPO

Timeframe: On-going

Developing and maintaining the UPWP and budget includes the following detailed activities and all other related activities.

- Process financial documents to purchase and pay for goods, services and materials.
- Draft, finalize, and adopt the 2017 UPWP and budget.
- Maintain the 2016 UPWP and budget through UPWP amendments, as necessary.
- Compile and submit reimbursement requests, quarterly reports, and the 2015 Annual Report.
- Manage the WAMPO funding streams.
- Track the status of the UPWP budget and activities.
- Prepare and submit financial documentation required by the fiscal agent.
- Maintain the annual Consolidated Planning Grant contract and any subsequent amendments.
- Liaison with WAMPO's fiscal agent accounting and financial departments and processes.
- Communicate with WAMPO member jurisdictions regarding annual assessments and TIP fees, and any other local funding mechanism.
- Carry out UPWP-related public involvement activities.
- Maintain the WAMPO 5-year budget and strategic plan.
- Coordinate with planning partners regarding UPWP activities.
- Make presentations at public, stakeholder, TAC, and TPB meetings about the WAMPO UPWP and budget.
- Stay current on UPWP and budgeting topics.

Products

2015 4th Quarter Activities Report and Billing Statement – February 2016

2015 Annual Progress Report – February 2016

2016 1st Quarter Activities Report and Billing Statement – May 2016

2016 2nd Quarter Activities Report and Billing Statements – August 2016

2016 3rd Quarter Activities Report and Billing Statements – November 2016

2016 UPWP Amendments – As Needed

2017 UPWP and Annual Budget – November 2016



Sub-task 1.3—TPB and TAC Meeting Support

Support the TPB and TAC committees with meeting packet development, distribution and other meeting support and administrative duties.

Activity 1.3.1 – TPB and TAC Meeting Support

Lead Organization: WAMPO

Timeframe: On-going

Meeting support includes the following detailed activities and all other related activities.

- Develop, compile, and distribute meeting packets, including agendas, staff reports, and any additional information.
- Copy agenda packets.
- Record and transcribe meeting minutes.
- Mail meeting agendas and post to WAMPO website.
- Meeting room setup and teardown.
- Video-record meetings and distribute video recordings to local public media outlets and jurisdictions.
- Maintain TPB and TAC committee bylaws.
- Maintain committee membership rosters, mailing lists, and committee webpages.
- Maintain new member orientation packets
- Provide meeting briefings to committee Chairs and members.

Sub-task 1.4—Professional Development, Education, and Training

Increase knowledge of metropolitan transportation planning process, regulations, planning techniques, and other relevant topics through professional development, education, and training opportunities for all planning partners in the WAMPO region, including staff, committee members, and member jurisdictions.

Activity 1.4.1 – Professional Development

Lead Organization: WAMPO

Timeframe: On-going, as opportunities arise

Attend and host relevant training classes, workshops, conferences, webinars, and other educational and professional development opportunities. Such opportunities may be provided by, but not limited to, the National Highway Institute (NHI), National Transit Institute (NTI), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), American Planning Association (APA) and its local, state, and regional chapter affiliates, National Association of Regional Councils (NARC), Association of Metropolitan Planning Organizations (AMPO), and the Kansas Association of Metropolitan Planning Organizations (KAMPO).

Priority areas for training in 2016 include:

- Title VI Compliance
- Environmental Justice
- Grant Administration and Budgeting
- Non-Technical Communications
- Asset Management
- Collaboration and Consensus Building
- AMPO Annual Conference
- TRB Annual Conference
- ITE Annual Conference
- Transportation Project Funding and Financing
- Introduction to Metropolitan Transportation Planning



Activity 1.4.2 – Fall 2016 KAMPO meeting

Lead Organization: WAMPO

Timeframe: Summer – Fall 2016

Host the Fall 2016 meeting of the Kansas Association of Metropolitan Planning Organizations (KAMPO). Project involves coordinating with the other MPOs, KDOT, and other stakeholders regarding the meeting and its content and format, planning the event, and coordinating all logistics.

Task 2.0—Public and Stakeholder Involvement

Sub-tasks

2.1—Public and Stakeholder Involvement

2.2—Title VI Program

2015 Accomplishments by Planning Partners

- WAMPO received FTA concurrence of the updated WAMPO Title VI Program/Policy.

2016 Goals for Planning Partners

- WAMPO to complete a major update to its Public Participation Plan.
- WAMPO to complete a Communications Toolkit.
- WAMPO to initiate regular updates to WAMPO member jurisdictions.
- Participate in the KDOT Local Consultation process

Sub-task 2.1—Public and Stakeholder Involvement

Engage and involve the general public and stakeholders in transportation decision-making in the region. Maintain and implement the WAMPO Public Participation Plan (PPP). Develop, update, and distribute general information about the regional planning process and planning partners.

Activity 2.1.1 – Public Participation Plan (PPP) Maintenance

Lead Organization: WAMPO

Timeframe: On-going

Carry out activities called for by the PPP, including tracking, recording, documenting, reviewing, evaluating, and reporting on WAMPO's public outreach, participation, and involvement efforts. This also includes maintaining a database of WAMPO's public participation opportunities, including public review and comment periods, open houses, public meetings, and other public involvement activities and a database of WAMPO contacts. Make PPP presentations at public, stakeholder, TAC, and TPB meetings. Stay current on public participation topics, and coordinate with planning partners regarding PPP activities.

Activity 2.1.2 – Public Participation Plan (PPP) Update

Lead Organization: WAMPO

Timeframe: Mid-2015 to Mid-2016

The PPP outlines the many ways we will engage the public, stakeholders, the media, and traditionally underserved populations as we make our way through the transportation planning process. The focus of the update will be to strengthen our commitment to outreach efforts, amplify the types, kinds, and frequency of those efforts, and engage our member jurisdictions, planning partners, and the general public in every stage of development.

Product

Public Participation Plan Update – Mid-Year 2016



Activity 2.1.3 – Communications Toolkit

Lead Organization: WAMPO

Timeframe: Summer 2015 – 2016

Develop materials and an outreach/education plan for use with identified WAMPO stakeholders. Associated tools will be used for print and electronic sharing of basic info about WAMPO and the region's transportation system.

Product

Communication Toolkit – Mid-Year 2016

Activity 2.1.4 – General Outreach

Lead Organization: WAMPO

Timeframe: On-going

Develop, update, and distribute general information about the WAMPO planning process and products includes the following detailed activities and all other related activities.

- General website maintenance.
- Maintain and post to the WAMPO Facebook account.
- Draft and distribute newsletters.
- Develop pamphlets, handouts, brochures, and other publications.
- Produce and distribute media releases, videos, and other outreach materials.
- Provide technical staff support to sponsor, co-sponsor, or develop public forums and workshops.
- Attend regular meetings of the Sedgwick county Association of Cities (SCAC)
- Provide WAMPO presentations as requested.
- Hold regular meetings with member jurisdictions.

Activity 2.1.5 – KDOT Local Consultation

Lead Organization: KDOT

Timeframe: Project will begin in 2016

KDOT, as a part of its long range transportation planning process, will visit all regions of the state to get a better understanding of the transportation priorities of each region. This process is very important for KDOT as it allows us at the state level to better understand the needs of the citizens of Kansas and crucial to decision making for future transportation projects. In the MPO areas we ask that the MPO have a prepared set of priorities for the region. A unified message coming from the region will allow us to better understand the true transportation needs a region may have.

Sub-task 2.2—Title VI Program

Ensure compliance with state and federal civil rights regulations and requirements by carrying out WAMPO's Title VI program and preparing, maintaining, and submitting required Title VI reporting documentation.

Activity 2.2.1 – Title VI Compliance

Lead Organization: WAMPO

Timeframe: On-going

Ensure compliance with WAMPO's Title VI Policy/Program by carrying out the Title VI Program, which includes maintaining the required tracking documents and reports. Activities for 2016 include

- Compile and submit the Title VI Annual Report
- Participate in KDOT's Title VI review
- Monitor sub-recipient's compliance of Title VI requirements.

Product

Title VI Annual Report – September 2016



Task 3.0—Data and Modeling

Sub-tasks

3.1—Traffic and Travel Modeling

3.2—Travel, Transportation System, and Transportation Projects Data

3.3 – Air Quality Conformity Preparation

2015 Accomplishments by Planning Partners

- KDOT and WAMPO began coordinating on developing a process to set targets for MAP-21 performance measures.
- WAMPO completed the decennial functional classification update project.
- WAMPO completed developing the base data and organizing the GIS files
- WAMPO researched options for an improved database to track transportation projects
- WAMPO started preparing for conformity requirements.

2016 Goals for Planning Partners

- WAMPO to implement preferred option to track transportation projects.
- Continue to coordinate on the MAP 21 performance measures target setting processes.

Sub-task 3.1—Traffic and Travel Modeling

Maintain and update the regional travel demand model for use in forecasting travel demand on the region's transportation network.

Activity 3.1.1 – Travel Demand Model Maintenance

Lead Organization: WAMPO

Timeframe: On-going

Maintain the regional travel demand model through outsourced contracts with consultants. On-going model activities in 2016 will include

- Administering the consultant contract
- Responding to requests from area governments, the Kansas Department of Transportation (KDOT), and consultants for use of the model or model output data.
- Incorporating updates made to the model by other users, including the KDOT, area governments, and consultants.
- Increasing awareness of the model and its outputs, including maintaining timely website content.
- Using the model to generate speed, travel time, capacity, and level of service information for monitoring and reporting on the regional highway network, the regional roadway network, and the regional transit network.
- Evaluating options for methods to keep the base year road and transit networks, base year socio-economic data, and other input data up to date.
- Evaluate potential studies or data sets to improve the model.

Sub-task 3.2—Travel, Transportation System, and Transportation Projects Data

Collect, maintain, update, analyze, and provide travel data and transportation system data for WAMPO initiatives and other regional transportation projects. This sub-task includes organizing and maintaining the WAMPO GIS files, collecting and compiling other data, such as traffic data, land use, socio-economic, or Census data for project specific needs, researching and investigating data sources for other types of transportation system data.



Activity 3.2.1— Functional Classification Annual Review

Lead Organization: WAMPO

Timeframe: Spring 2016 – Fall 2016

Design and carry out an annual update of the Functional Classification. Specific tasks include announcing the opportunity to propose changes, discussing the proposed changes with sponsors, determining the suitability of proposed change at a technical level, staff review, TAC review, TPB action, and submittal to KDOT and FHWA of the proposed changes.

Activity 3.2.2— Performance Measurement

Lead Organization: WAMPO

Timeframe: January 2015 – and on –going thereafter

Develop, track, and report on the status of MOVE 2040 performance measures and MAP 21 performance measures. This project also includes coordinating with WAMPO's planning partners to develop and carry out a process to set performance targets.

Activity 3.2.3 – Project Tracker Software

Lead Organization: WAMPO

Timeframe: 2013 - 2016

Research options, acquire preferred option, and begin to implement software that will allow WAMPO to better track transportation projects, as they move from the long range plan, to the TIP, obligation, and construction. This task includes the entire procurement process, from initial scoping to drafting and advertising a Request for Proposals (RFP). Task also includes coordinating with KDOT and City of Wichita purchasing staff for the procurement process.

Sub-task 3.3—Air Quality Conformity Preparation

This project will carry out the work necessary to prepare a conformity determination report by the applicable deadline, including interagency consultation, outreach and education to the WAMPO TPB and TAC, and procuring consulting services for carrying out emissions modeling.

This activity also includes coordinating with local, state, and federal partners to stay up to date on the air quality issues in the WAMPO region. This activity includes participating in the Greater Wichita Air Quality Improvement Task Force and to coordinate with regional partner organizations on how to respond to a nonattainment designation.

Task 4.0—Transportation System Project Programming**Sub-tasks**

4.1—Transportation Improvement Program (TIP)

4.2 –Federal Highway Administration (FHWA) Programs Programming

4.3 –Federal Transit Administration (FTA) Programs Programming and Grant Administration

4.4 – Other Programming

2015 Accomplishments by Planning Partners

- Maintained the 2015 TIP.
- WAMPO and Wichita Transit resolved which agency would serve as the Designated Recipient for the FTA Transportation for Elderly Persons and Persons with Disabilities Program (5310 program) in the Wichita metro region.
- KDOT initiated a project to sort out roles and responsibilities for improved project delivery.

2016 Goals for Planning Partners

- WAMPO to adopt the 2017 TIP.

- Begin process to evaluate the TIP policies and procedures.
- WAMPO to complete grant administration of the JARC and New Freedom programs in the Wichita metro area.
- Wichita Transit to begin grant administration of the FTA 5310 program for the Wichita metro area.

Sub-task 4.1—Transportation Improvement Program (TIP)

Develop and maintain a fiscally constrained Transportation Improvement Program (TIP) that programs regional transportation system improvement projects that are consistent with the WAMPO's current long range plan and that will be implemented over the next four years. This includes developing and maintaining related documents, databases, reports, maps, and spreadsheets to provide consistent and accurate project information for projects programmed with federal funds and/or that have regional significance.

Activity 4.1.1 – Transportation Improvement Program (TIP)

Lead Organization: WAMPO

Timeframe: On-going

Carrying out the Transportation Improvement Program (TIP) includes the following detailed activities and all other related activities.

- Maintain the 2015 TIP through TIP amendments.
- Draft, finalize, and adopt the 2017 - 2020 TIP.
- Prepare reporting documents, including, but not limited to:
 - Annual Listing of Obligated Projects
 - Open Projects List
 - Project Progress Reports
 - CMAQ Reporting
- Coordinate with planning partners regarding TIP activities.
- Provide staff support for WAMPO TIP-related working groups or sub-committees.
- Make presentations at public, stakeholder, TAC, and TPB meetings about the TIP.
- Stay current on TIP-related topics.
- Carry out TIP-related public involvement activities.
- Research software to analyze the air quality effects of transportation projects.
- Fully implement the new federal funding programs into the WAMPO TIP process.

Products

2015 TIP Amendments – Quarterly

2015 Annual List of Federally Obligated Projects – December 2016

2017 TIP

Activity 4.1.2 –TIP Process Improvements

Lead Organization: WAMPO

Timeframe: 2015 – 2018

As part of the MOVE 2040 implementation process, evaluate the current process, policies, and procedures that govern how the TIP is managed. This project also includes staff support for the steering group. This project will include assessing changes to the TIP policies, procedures, document content, and document layout. More specifically, WAMPO will address the TIP-related recommendations (project listings, financial analysis, and environmental justice analysis) from its recent Certification Review.



Activity 4.1.3 – Project Delivery Process Improvements

Lead Organization: KDOT

Timeframe: 2015 - 2017

The KDOT TIP Process project (announced at the Spring 2015 KAMPO) is an internal initiative aimed at defining the overall steps and responsibilities in getting a project started, and finished, successfully. The goal is to establish the general steps in the TIP process and develop an educational tool for project sponsors and agency staff so that we can share best practices – what works great, what needs tweaking, and what we can share among agencies. The end goal is to have a procedure that helps effectively manage projects in the TIP, assists in the resolution of unexpected problems, and creates a predictable and reliable process for the MPO's, project sponsors, and KDOT.

Sub-task 4.2—Federal Highway Administration Programs Programming

Program the Federal Highway Administration (FHWA) programs made available to WAMPO, including STP and TA programs made available to MPOs and CMAQ shared by KDOT.

Activity 4.2.1 – Federal Highway Administration (FHWA) Programs Programming

Lead Organization: WAMPO

Timeline: On-going

Program the FHWA funding programs and associated activities, including the following tasks:

- Carry out the competitive project selection process for the MPO-STP, MPO-CMAQ, and MPO-TA for the Wichita Urbanized Area.
- Provide staff support to advisory committee(s).
- Carry out public involvement activities related to the program funds
- Coordinate with planning and grant administration partners regarding funding programs
- Make presentations at public, stakeholder, TAC, and TPB meetings
- Stay current on FHWA funding programs.

Sub-task 4.3— Federal Transit Administration Programs Programming and Grant Administration

Activity 4.3.1 – JARC/NF Designated Recipient Grant Administration

Lead Organization: WAMPO

Timeline: On-going

Carrying- out the JARC/NF Designated Recipient activities includes the following detailed activities and all other related activities.

- Overall grant administration of the JARC/NF funds for the Wichita Urbanized Area.
- Data entry in TEAM (and TEAM replacement) and ECHO software.
- Conduct sub-recipient audits.
- Carry out public involvement activities related to the JARC/NF funds for the Wichita Urbanized Area and WAMPO's DR status.
- Coordinate with planning and grant administration partners regarding JARC/NF funds for the Wichita Urbanized Area and WAMPO's DR status.
- Make presentations at public, stakeholder, TAC, and TPB meetings regarding JARC/NF funds for the Wichita Urbanized Area and WAMPO's DR status.
- Stay current on JARC/NF topics.
- Maintain and revise as necessary the FTA-required documents and processes, which include the Project Selection Criteria, Disadvantaged Business Enterprise and Small Business Enterprise Program, Competitive Project Selection Process, and the Program Management Plan.



Activity 4.3.2 – Transportation for Elderly Persons and Persons with Disabilities Program Grant Administration (FTA 5310 Program)

Lead Organization: Wichita Transit

Timeline: Fall 2015 and on-going after that

Wichita Transit will administer the grant and oversee of any pass-through agencies. For pass-through oversight, Wichita Transit will review vehicle records and complete annual inspections in-house. Wichita Transit plans to hire a third party to complete annual audits of pass-through agencies for other operating and finance related requirements. Wichita Transit also plans to hire a third party to assist in the selection process when the initial call for projects is made.

Sub-task 4.4—Other Programming

Lead Organization: WAMPO

Timeline: As needed, depending on new funding programs

Prepare for and program all other WAMPO-controlled federal funding programs. Carry out WAMPO's role (e.g., letters of concurrence, etc.) for federal funding programs administered by KDOT.

Task 5.0—Transportation System Planning

Sub-tasks

5.1—Metropolitan Transportation Plan (MTP)

5.2—Asset Management Planning

5.3—Transportation System Management and Operations

5.4—Safety Planning

5.5 – Air Quality Planning

5.6 – Freight Planning

5.7 – Congestion Management Process (CMP)

5.8 – Other Planning Initiatives

2015 Accomplishments by the Planning Partners

- WAMPO adopted MOVE 2040.
- Designed and began the Implementation phase of MOVE 2040

2016 Goals for the Planning Partners

- Begin the Asset Management initiative.
- WAMPO to complete the congestion management process performance measures, targets, and monitoring

Sub-task 5.1—Metropolitan Transportation Plan

Maintain and implement of the WAMPO long range plan MOVE 2040 (the Metropolitan Transportation Plan) in compliance with federal regulations and in line with regional transportation planning priorities.

Activity 5.1.1 – MOVE 2040 Implementation

Lead Organization: WAMPO

Timeline: Fall 2015 - 2018

Implement the MOVE 2040 Plan by carrying out its recommendations, provide WAMPO committees and member jurisdictions with progress reporting on the status of MOVE 2040 projects, recommendations, planning studies, and performance measures. 2016 activities will include:

- Beginning the process to determine and implement process improvements for the MTP planning process
- Finalizing the MOVE 2040 progress reporting plan and initiate the progress reporting activities.
- Process MOVE 2040 Amendments that were requested by the TPB.
- Improved environmental justice analyses



- Evaluate the need to make changes to MOVE 2040 based on recommendations in the recent Certification Review. These include changes to the layout of the project listings, adding additional maps to the environmental section, revisions to the environmental justice analysis, and revising the financial analysis section to include additional text, tables, and/or analyses.

2016 activities also include projects that are listed in other sections of the UPWP. These include implementing an improved Project Tracking Methods (Activity 3.2.3), Asset Management (5.2.1), and TIP Process Improvements (Activity 4.1.2)

Steering groups will be in place for these activities, so this task will include staff support for associated groups. A MOVE 2040 Implementation Oversight Committee will be in place to provide coordination and collaboration between the various implementation activities.

Sub-task 5.2—Asset Management Planning

Inform, determine if and how asset management policies, procedures, and a plan would be implemented for the WAMPO region.

Activity 5.2.1 – Regional Asset Management

Lead Organization: WAMPO

Timeline: Summer 2015 – 2018

Preservation and maintenance of the regional transportation system was the highest priority identified during the MOVE 2040 process. In turn, the MOVE 2040 investment strategy called for the plan to prioritize those projects that preserved and maintained the system. It also recommended that a regional asset management program that defined a consistent method to evaluate the condition of the region's transportation assets be established. Developing a consistent method will be a multi-year initiative, which some of the preliminary work started soon after MOVE 2040 was adopted in 2015. WAMPO's 2016 activities will include, but not necessarily limited to the following tasks:

- *coordinate with KDOT on its Asset Management planning work
- *staff a Steering Group to guide this initiative
- *identify the methods currently used by system owner and operators (e.g., state and local governments in the region) to assess condition, asset value, and maintenance techniques of the region's highways, roadways, and other parts of the regional transportation system
- *continue researching best practices in other metros and regions
- *prepare a recommended approach for how to move forward with an asset management program in the Wichita metro area

This project may be completed with the assistance of consultant services, so this activity will include time for procurement of those services if consultant services are used.

Sub-task 5.3—Transportation System Management and Operations

Coordinate with area partners on traffic operations, management, and system reliability projects. Maintain the Regional ITS Architecture for the WAMPO region in compliance with federal and state rules and regulations. Coordinate with area partners on system technology and ITS planning, programming, and deployment activities.

Activity 5.3.1 – SHRP2 Organizing for Reliability Project in Wichita

Lead Organization: KDOT

Timeline: 2013 – 2016

WAMPO's participation consists of attending meetings and presenting on the project to area committees.

Activity 5.3.2 – Regional Transportation System Management & Operations (TSM & O) Task Force



Lead Organization: KDOT and WAMPO

Timeline: 2015, on-going after that

Collaborate on forming and staffing a task force charged with carrying out the business practice and collaboration aims of the SHRP2 project.

Sub-task 5.4—Safety Planning

Incorporate transportation safety planning into the WAMPO metropolitan transportation planning process by actively participating in local and regional safety and security meetings, cooperatively and continually interacting with local stakeholders, producing reports that provide safety and security information and data, and maintaining the WAMPO Safety Plan.

Sub-task 5.5—Freight Planning

Incorporate freight planning into the WAMPO metropolitan transportation planning process by actively participating in local and regional freight planning meetings, cooperatively and continually interacting with local stakeholders, and producing reports that provide information and data about freight.

Activity 5.5.1 – WAMPO Freight Task Force

Lead Organization: WAMPO

Timeline: Begin in 2016, on-going after that

In 2010 WAMPO established a Freight Advisory Committee to assist in the development of the WAMPO Freight Plan. In 2013 as part of the redesignation activities a representative of the freight community was added to the Technical Advisory Committee (TAC). This action was taken in recognition of transportation is about moving people and goods. The 2016 activities will include reestablishing the Freight Advisory Committee, work with the freight community to identify the actions to address operating environment, policies and procedures from WAMPO and its members. This work will precede the eventual initiation of an update of the WAMPO Freight Plan.

Sub-task 5.6—Congestion Management Process

Address the 2015 Certification Review corrective action on the Congestion Management Process by implementing congestion related performance measures, setting targets, and developing a program for ongoing congestion performance monitoring.

Activity 5.6.1 - Congestion-Related Performance Measures, Targets, and Monitoring

Lead Organization: WAMPO

Timeframe: Fall 2015 - Fall 2016

- Operationalize congestion-related performance measures from MOVE 2040.
- Develop baseline data.
- Set targets for the performance measures.
- Implement routine monitoring of the performance measures.

Sub-task 5.7—Other Planning Initiatives

Conduct and participate in transportation planning studies and projects in the region.

Activity 5.7.1 – Blueprint for Regional Economic Growth

Lead Organizations: Greater Wichita Economic Development Coalition and Wichita State University

BREG is a collaborative regional initiative to create a strategy for economic growth, composed of eight industry action plans. One action plan will address each of the eight cluster areas. Transportation and Logistics is one of the clusters. The collective action plans create a Blueprint for Regional Economic Growth.



Activity 5.7.2 – Midwest Regional Rail Initiative

Lead Organization: Federal Railroad Administration (FRA)

Timeframe: Unknown at this time

Initiative will include both planning long-term and determining a governance structure to coordinate ongoing regional planning, oversight, and political and educational efforts for a regional passenger rail service and infrastructure. The process will include several Midwestern states, new and potential routes, rail work already completed in the states, and studies undertaken by various groups in the Midwest. It would include a wide variety of cooperating entities – states, cities, metropolitan planning organizations, local governments, freight railroads, Amtrak and higher education institutions.

Activity 5.7.3 – KDOT Long Range Plan

Lead Organization: KDOT

Timeframe: Project will start in 2016

KDOT is in the beginning phases of developing its next long range transportation plan. We are currently in the data gathering stage and developing a better understanding of how the plan should be structured to best represent the current status of transportation in Kansas and provide a useful planning tool for the future. Along with detailed technical analysis, KDOT will engage transportation stakeholders from across the state in developing recommendations to improve the transportation network and strengthen the economic future of the state.

Activity 5.7.4 – Arkansas River Crossing – 95th Street South Corridor Plan (ARC95)

Lead Organization: Sedgwick County Public Works Department

Timeframe: January 2016 – April 2017

Sedgwick County will develop a corridor plan to define, prioritize, and estimate costs for a series of projects along 95th Street South in the unincorporated county. The corridor is part of the alternative local road corridor identified in the South Area Transportation Study (SATS), and encompasses 95th Street South between Greenwich Road and Meridian Avenue that includes a new crossing over the Arkansas River. The initial focus for future projects is on the section between Woodlawn Boulevard and Broadway Avenue.

Activity 5.7.5 – Regional Transportation Task Force

Lead Organization: Regional Economic Area Partnership (REAP)

Timeframe: Fall 2015 and on-going after that

Collaborate with the Regional Economic Area Partnership Transportation Task Force to make the regional transportation planning process more effective and efficient for the Wichita area.

Task 6.0—Multimodal Planning**Sub-tasks**

6.1—Transit and Paratransit Planning

6.2 – Bicycle-Pedestrian Planning

2015 Accomplishments by the Planning Partners

- WAMPO completed the Regional Vanpool Plan.

2016 Goals for the Planning Partners

- Participate in the update of the statewide Coordinated Public Transit – Human Services Plan.
- WAMPO to carry out the annual Bicycle Pedestrian Count.

Sub-task 6.1—Transit and Paratransit Planning

In coordination with Wichita Transit, the Kansas Department of Transportation, private and public transit services, and WAMPO, carry out coordinated public transit and paratransit transportation planning activities in the region.

Activity 6.1.1 – Transit and Paratransit Planning Activities

Lead Organization: WAMPO

Timeline: On-going

- Partially fund a Planner position at Wichita Transit during 2016.
- Coordinate with planning partners regarding transit planning activities including attendance at the Wichita Transit Advisory Board (TAB) meetings and other Wichita Transit meetings, as needed.
- Coordinate with planning partners regarding paratransit planning activities including participation in the Paratransit Council and CTD #12 meetings.
- Make presentations at public, stakeholder, TAC, and TPB meetings.
- Stay current on transit and paratransit issues.

Activity 6.1.2 – Transit and Paratransit Planning Activities

Lead Organization: Wichita Transit

Timeline: On-going

- Amenities Planning
- Route Level Planning
- MAP-21 Performance Measures target
- Participate in the WAMPO planning process, including updating the TIP and UPWP.
- Wichita Transit staff participate in annual ongoing planning activities (short-range planning, grant development, maintenance planning and reporting)
- Bus Stop Accessibility Study
Wichita Transit will restructure its routes in early 2016 and move to a designated stop system. Signs, benches and shelters will be added, removed or relocated to accommodate the new routes and designated stops for each route. After the system and amenities are in place for 3-6 months, Wichita Transit will analyze and make any appropriate changes. At that point, Wichita Transit plans to conduct an accessibility study to identify future amenity needs and/or accessible infrastructure.
- Provide Mobility Management Services
Wichita Transit will contract with a third party consultant in order to assist in improving coordination of paratransit services in Wichita and address any compliance issues. Specifically the following tasks will be completed:
 1. Analyze all ADA eligibility criteria and recertify clients
 2. Determine the trip load for ADA eligible rides
 3. Prepare a proper procurement for purchased ADA rides
 4. Centralize scheduling and dispatching of rides
 5. Update operating policies and procedures

Activity 6.1.3 – Transit and Paratransit Planning Activities

Lead Organization: KDOT

- Statewide Coordinated Public Transit – Human Services Plan
The Office of Public Transportation for KDOT will be updating the Coordinated Public Transportation-Human Services Transportation Plan for all Coordinated Transit Districts in the state in the upcoming calendar year. KDOT is currently developing a method to best utilize existing resources while completing plans that are beneficial to the transit providers in the State of Kansas. KDOT will also look to coordinate this effort with the MPO's across the state, where appropriate.
- Regional Transit Business Model Implementation



The Kansas Department of Transportation Office of Public Transportation has invested time and resources over the last two and a half years working with transit providers across the state to identify a business model that promotes more efficient and effective public transportation services throughout the state. As of July 1, 2015 the CTD boundaries were officially changed, as identified in the regional business model, to better reflect the travel patterns of transit providers in the state. The Office of Public Transportation has plans to visit each CTD in the upcoming months to reintroduce the strategies identified in the business model, gauge the interest of each CTD in pursuing the identified strategies and better understand the availability of local funds.

Sub-task 6.2—Bicycle – Pedestrian Planning

Incorporate bicycle - pedestrian planning into the WAMPO metropolitan transportation planning process by actively participating in local and regional bicycle-pedestrian planning meetings, cooperatively and continually interacting with local stakeholders, producing reports that provide information and data about bicycle-pedestrian modes of transportation, and maintaining and implementing the WAMPO Regional Pathways System Plan (RPSP).

Activity 6.2.1— Regional Bicycle-Pedestrian Count

Lead Organization: WAMPO

Timeline: February 2016 – December 2016

Carry out the annual regional bicycle-pedestrian count and associated reporting. Task includes volunteer recruitment, coordinating project logistics, and reporting.

Activity 6.2.2 - US-54/400 and Andover Rd. Bicycle/Pedestrian Crossing Study

Lead Organization: City of Andover

Timeframe: 9/2015 – 1/2016

The project will study the intersection geometry, traffic patterns, bicycle/pedestrian needs, and necessary crossing improvements to develop a scope and budget to apply for the 2016 TIP.

Activity 6.2.3– Bicycle Wayfinding System Planning for Wichita Area

Lead Organization: Wichita Sedgwick County Metropolitan Area Planning Department

Timeline: 2015 - 2016

The Wichita Bicycle Wayfinding System Plan (Plan) will serve as a guide for the City of Wichita, with recommendations for how the City should use bicycle wayfinding to make it easier for people bicycling to get around the City. The Plan will help implement the Wichita Bicycle Master Plan Strategy 2. Bicycle wayfinding generally consists of signage and pavement markings that help people bicycling navigate the city without a map – including: locating destinations, and orientating themselves relative to key locations, and traveling along bikeways without getting lost.

Activity 6.2.4– Regional Bicycle Map Update

Lead Organization: HealthICT, Wichita – Sedgwick County Metropolitan Area Planning Department and WAMPO

Timeline: Spring 2016

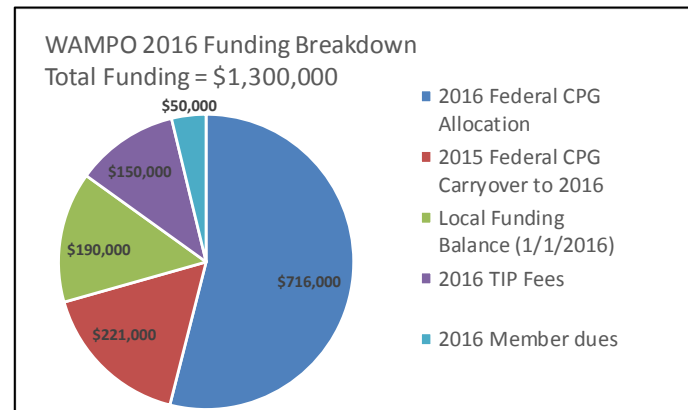
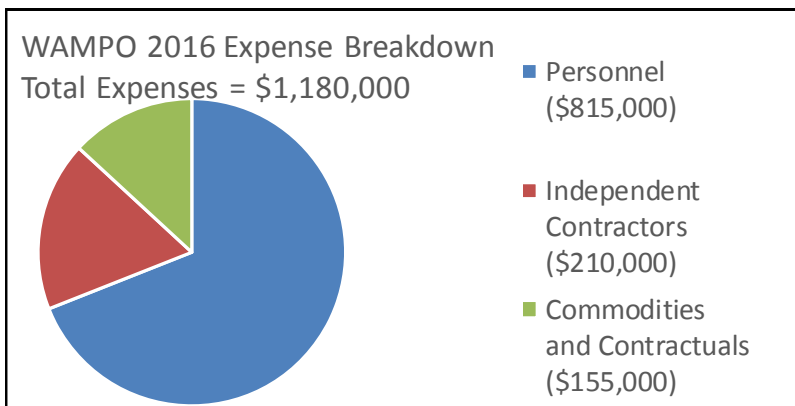
In collaboration with HealthICT and the Wichita Sedgwick County Metropolitan Area Planning Department, carryout a minor update to the regional bicycle map that WAMPO developed three years ago. WAMPO will serve as the project coordinator, and HealthICT funding will cover the graphic designer's time and the printing of the bike maps.



Budget Section

UPWP Budget Summary

2016 UPWP Budget Summary	
Federal Funding Estimates	
WAMPO 2016 Federal CPG Allocation	\$715,985
WAMPO 2015 Federal CPG Carryover to 2016	\$221,093
WAMPO Designated Recipient Administrative Funding for FTA Programs (5316, 5317)	\$15,700
Wichita Transit Designated Recipient Administrative Funding for FTA Programs (5310)	\$15,000
Wichita Transit Designated Recipient Planning Funding for FTA Programs (5307)	\$132,000
Total Federal Funding Estimate	\$1,099,778
Local Funding Estimates	
WAMPO Local Funding Balance (1/1/2016)	\$189,218
WAMPO 2016 TIP Fees	\$150,000
WAMPO 2016 Member dues	\$50,000
Wichita Transit Local Match for FTA Planning Program (5307)	\$33,000
Total Local Funding Estimate	\$422,218
Total Funding Estimate	
	\$1,521,996
Total Programmed*	
WAMPO CPG Program	\$1,186,791
WAMPO Designated Recipient Administrative Funding for FTA Programs (5316, 5317)	\$15,700
Wichita Transit Designated Recipient Administrative Funding for FTA Programs (5310)	\$15,000
Wichita Transit Designated Recipient Planning Funding for FTA Programs (5307)	\$165,000
Total Programmed*	\$1,382,491
Notes:	
* Total Programmed is the total amount of projected cost outlay for eligible costs incurred in 2016.	
Green shading indicates Wichita Transit programs.	
Pink shading indicates WAMPO programs.	



UPWP Task Level Budget Summary

UPWP Task/Sub-Task	Description	Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
			(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
1.0	Management and Administration	\$593,596	\$593,596	\$0	\$0	\$0
1.1	<i>General Program Administration</i>	\$461,287	\$461,287	\$0	\$0	\$0
	Salaries and Benefits	\$287,398	\$287,398	\$0	\$0	\$0
	Total Operating Expenses	\$116,890	\$116,890	\$0	\$0	\$0
Operating Expenses	Telephone Service	\$6,494	\$6,494	\$0	\$0	\$0
	Postage	\$1,000	\$1,000	\$0	\$0	\$0
	Advertising	\$1,850	\$1,850	\$0	\$0	\$0
	Computer Hardware, Software, and Network	\$38,964	\$38,964	\$0	\$0	\$0
	Administrative Services/ICAP	\$34,082	\$34,082	\$0	\$0	\$0
	Printing and Photocopying Services	\$8,500	\$8,500	\$0	\$0	\$0
	Other Contractuals (Misc. services)	\$3,250	\$3,250	\$0	\$0	\$0
	Office Supplies	\$1,950	\$1,950	\$0	\$0	\$0
	Other Commodities (Misc. goods)	\$9,500	\$9,500	\$0	\$0	\$0
	Capital	\$0	\$0	\$0	\$0	\$0
	Misc Travel	\$11,300	\$11,300	\$0	\$0	\$0
	Consultant Services: Independent Legal Services	\$7,000	\$7,000	\$0	\$0	\$0
	Consultant Services: Administrative Services Options Next Steps	\$25,000	\$25,000	\$0	\$0	\$0
	Consultant Services: Governance Policies and Procedures	\$20,000	\$12,500	\$0	\$0	\$0
	Consultant Services: Staff Position Classification Plan	\$20,000	\$12,500	\$0	\$0	\$0
1.2	<i>UPWP and Budget</i>	\$54,393	\$54,393	\$0	\$0	\$0
	Salaries and Benefits	\$54,393	\$54,393	\$0	\$0	\$0
1.3	<i>TPB and TAC Meeting Support</i>	\$19,164	\$19,164	\$0	\$0	\$0
	Salaries and Benefits	\$19,164	\$19,164	\$0	\$0	\$0
1.4	<i>Professional Development, Education, and Training</i>	\$58,752	\$58,752	\$0	\$0	\$0
	Travel and Training	\$35,000	\$35,000	\$0	\$0	\$0
	Professional Memberships and Periodicals (AMPO membership, APA Planning magazine partial subscription)	\$3,000	\$3,000	\$0	\$0	\$0
	Host Fall 2016 KAMPO	\$1,000	\$1,000	\$0	\$0	\$0
	Salaries and Benefits	\$19,752	\$19,752	\$0	\$0	\$0

** WAMPO's designated recipient admin funding for administering the FTA Section 5316 and FTA Section 5317 funds for the Wichita Urbanized Area does not require a local match.

UPWP Task/Sub-Task	Description	Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
			(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
2.0	Public and Stakeholder Involvement	\$92,497	\$92,497	\$0	\$0	\$0
2.1	<i>Public and Stakeholder Involvement</i>	\$80,801	\$80,801	\$0	\$0	\$0
	Salaries and Benefits	\$80,801	\$80,801	\$0	\$0	\$0
2.2	<i>Title VI Program</i>	\$11,696	\$11,696	\$0	\$0	\$0
	Salaries and Benefits	\$11,696	\$11,696	\$0	\$0	\$0

** WAMPO's designated recipient admin funding for administering the FTA Section 5316 and FTA Section 5317 funds for the Wichita Urbanized Area does not require a local match.

Green shading indicates Wichita Transit programs.
 Pink shading indicates WAMPO programs.



		Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
UPWP Task/Sub-Task	Description		(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
3.0	Data and Modeling	\$103,275	\$103,275	\$0	\$0	\$0
3.1	Traffic and Travel Modeling	\$38,950	\$38,950	\$0	\$0	\$0
	Salaries and Benefits	\$3,950	\$3,950	\$0	\$0	\$0
	Consultant Services: Travel Demand Model	\$35,000	\$35,000	\$0	\$0	\$0
3.2	Travel and Transportation System Data	\$57,214	\$57,214	\$0	\$0	\$0
	Salaries and Benefits	\$22,214	\$22,214	\$0	\$0	\$0
	Consultant Services: Project Tracker Software	\$35,000	\$35,000	\$0	\$0	\$0
3.3	Air Quality Conformity Preparation	\$7,111	\$7,111	\$0	\$0	\$0
	Salaries and Benefits	\$7,111	\$7,111	\$0	\$0	\$0

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		Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
UPWP Task/Sub-Task	Description		(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
4.0	Transportation System Project Programming	\$114,875	\$84,175	\$15,700	\$0	\$15,000
4.1	Transportation Improvement Program (TIP)	\$82,846	\$82,846	\$0	\$0	\$0
	Salaries and Benefits	\$82,846	\$82,846	\$0	\$0	\$0
4.2	FHWA Programs Administration	\$1,329	\$1,329	\$0	\$0	\$0
	Salaries and Benefits	\$1,329	\$1,329	\$0	\$0	\$0
4.3	FTA Programs Administration	\$30,700	\$0	\$15,700	\$0	\$15,000
4.4	Other Programming	\$0	\$0	\$0	\$0	\$0
	Salaries and Benefits	\$0	\$0	\$0	\$0	\$0

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Green shading indicates Wichita Transit programs.					
Pink shading indicates WAMPO programs.					



UPWP Task/Sub- Task	Description	Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
			(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
5.0	<i>Transportation System Planning</i>	\$250,980	\$250,980	\$0	\$0	\$0
5.1	<i>Metropolitan Transportation Plan</i>	\$88,292	\$88,292	\$0	\$0	\$0
	Salaries and Benefits	\$88,292	\$88,292	\$0	\$0	\$0
5.2	<i>Asset Management Planning</i>	\$108,442	\$108,442	\$0	\$0	\$0
	Salaries and Benefits	\$48,442	\$48,442	\$0	\$0	\$0
	Consultant Services: Asset Management Framework - Phase I	\$60,000	\$60,000	\$0	\$0	\$0
5.3	<i>Transportation System Management and Operations</i>	\$1,580	\$1,580	\$0	\$0	\$0
	Salaries and Benefits	\$1,580	\$1,580	\$0	\$0	\$0
5.4	<i>Safety Planning</i>	\$3,324	\$3,324	\$0	\$0	\$0
	Salaries and Benefits	\$3,324	\$3,324	\$0	\$0	\$0
5.5	<i>Freight Planning</i>	\$32,005	\$32,005	\$0	\$0	\$0
	Salaries and Benefits	\$7,005	\$7,005	\$0	\$0	\$0
	Consultant Services: Freight Plan start	\$25,000	\$25,000	\$0	\$0	\$0
5.6	<i>Congestion Management Process (CMP)</i>	\$4,740	\$4,740	\$0	\$0	\$0
	Salaries and Benefits	\$4,740	\$4,740	\$0	\$0	\$0
5.7	<i>Other Planning Initiatives</i>	\$12,596	\$12,596	\$0	\$0	\$0
	Salaries and Benefits	\$12,596	\$12,596	\$0	\$0	\$0

** WAMPO's designated recipient admin funding for administering the FTA Section 5316 and FTA Section 5317 funds for the Wichita Urbanized Area does not require a local match.

UPWP Task/Sub- Task	Description	Total	WAMPO		Wichita Transit	
			Funding Sources		Funding Sources	
			CPG Project	FTA Programs Designated Recipient Funding	FTA Program 5307 (Urbanized Area Transit) Project - Planning Only	Funding from Other FTA Programs
			(Federal Funds + Local Match)	(Federal Funds Only)**	(Federal Funds + Local Match)	(Federal Funds + Local Match)
6.0	<i>Multimodal Planning</i>	\$227,267	\$62,267	\$0	\$165,000	\$0
6.1	<i>Transit and Paratransit Planning</i>	\$210,914	\$45,914	\$0	\$165,000	\$0
	Salaries and Benefits - WAMPO	\$5,914	\$5,914	\$0	\$0	\$0
	Salaries, Benefits, Plans/Studies - WT	\$272,000	\$40,000	\$0	\$165,000	\$67,000
6.2	<i>Bicycle-Pedestrian Planning</i>	\$16,353	\$16,353	\$0	\$0	\$0
	Salaries and Benefits	\$16,353	\$16,353	\$0	\$0	\$0

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Appendices

Appendix A: Certification of Restrictions on Lobbying

Appendix B: 2016 Schedule of TPB and TAC Meetings

Appendix A: Certification of Restrictions on Lobbying

I, Thomas L. Jones, Wichita Area Metropolitan Planning Organization (WAMPO) Transportation Policy Body (TPB) Chairperson, hereby certify on behalf of WAMPO that to the best of my knowledge:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

The certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.

Executed this 10th day of November 2015.

By 
 Thomas L. Jones, Chairperson
 Wichita Area Metropolitan Planning Organization (WAMPO)
 Transportation Policy Body



Appendix B: 2016 Schedule of Meetings



Transportation Policy Body (TPB) 2016 Meeting Schedule

MONTH	DATE	TIME
January	12	3:00 p.m.
February	9	3:00 p.m.
March	8	3:00 p.m.
April	12	3:00 p.m.
May	10	3:00 p.m.
June	14	3:00 p.m.
July	12	3:00 p.m.
August	9	3:00 p.m.
September	13	3:00 p.m.
October	11	3:00 p.m.
November	8	3:00 p.m.
December	13	3:00 p.m.





Technical Advisory Committee (TAC) 2016 Meeting Schedule

MONTH	DATE	TIME
January	25	10:00 a.m.
February	22	10:00 a.m.
March	28	10:00 a.m.
April	25	10:00 a.m.
May	23	10:00 a.m.
June	27	10:00 a.m.
July	25	10:00 a.m.
August	22	10:00 a.m.
September	26	10:00 a.m.
October	24	10:00 a.m.
November	28	10:00 a.m.

