



North Front Range
Metropolitan
Planning
Organization



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FY2022-2023

UNIFIED PLANNING WORK PROGRAM

Prepared by:

NFRMPO

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with assistance from

Colorado Department of Transportation (CDOT)

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Prospectus

Introduction

The North Front Range Transportation and Air Quality Planning Council (NFRT & AQPC) was officially formed on January 27, 1988. It was designated as the Metropolitan Planning Organization (MPO) for transportation planning on June 28, 1988, and as the Lead Planning Agency for Carbon Monoxide (CO) air quality planning on June 22, 1993.

Voting members of the NFRT & AQPC are the municipalities of Berthoud, Eaton, Evans, Fort Collins, Garden City, Greeley, Johnstown, LaSalle, Loveland, Milliken, Severance, Timnath, Windsor, and the counties of Larimer and Weld. The Colorado Transportation Commission and the Colorado Department of Public Health and Environment (CDPHE) Air Pollution Control Division (APCD) are also voting members.

The Federal Highway Administration (FHWA) defines the North Front Range Transportation & Air Quality Planning Council (NFRT & AQPC, dba. NFRMPO) as a Transportation Management Agency (TMA) based on the 2000 Census data when the population exceeded the 200,000 mark. In addition to the TMA, a second urbanized area including the cities of Evans and Greeley and the towns of Garden City and LaSalle is also within the boundaries. The TMA includes Fort Collins, most of Loveland, and portions of Berthoud, Timnath, and Windsor. As of the 2010 Census, the TMA population was 206,000. The agency's TMA designation requires completion of additional planning responsibilities, including development of a Congestion Management Process (CMP), and a Certification Review every four years by the FHWA, Federal Transit Administration (FTA), and Colorado Department of Transportation (CDOT), and more transit planning responsibilities in cooperation with the urbanized areas. A map of the NFRMPO boundary and the urbanized areas is provided in *Figure 1*.

Purpose and Process

This Unified Planning Work Program (UPWP) provides a transportation planning work program for the NFRT & AQPC for Fiscal Years (FY) 2022 and 2023 (October 1, 2021 – September 30, 2023). This document contains Work Tasks that assign responsibilities for tasks to the Metropolitan Planning Organization (MPO), its member governments, and to CDOT. The document reflects the Planning Council's goals, the Regional Transportation Plan (RTP), and the 2018 Memorandum of Agreement (MOA) with CDOT and the transit operators in the Cities of Fort Collins, Greeley, and Loveland.

Responsibility for carrying out the Continuing, Comprehensive, and Cooperative (3C) planning process rests equally with the NFRMPO, CDOT, and the Cities of Fort Collins, Greeley, and Loveland transit, as described in the 2018 MOA between the five agencies. The "3C" process in the NFRT & AQPC area is designed to provide for centralized administration combined with maximum participation and direction from local governments. The planning relationships are detailed in *Figure 2*.

Development of the UPWP is guided by Federal and State regulations.

Figure 1: North Front Range MPO Planning Area

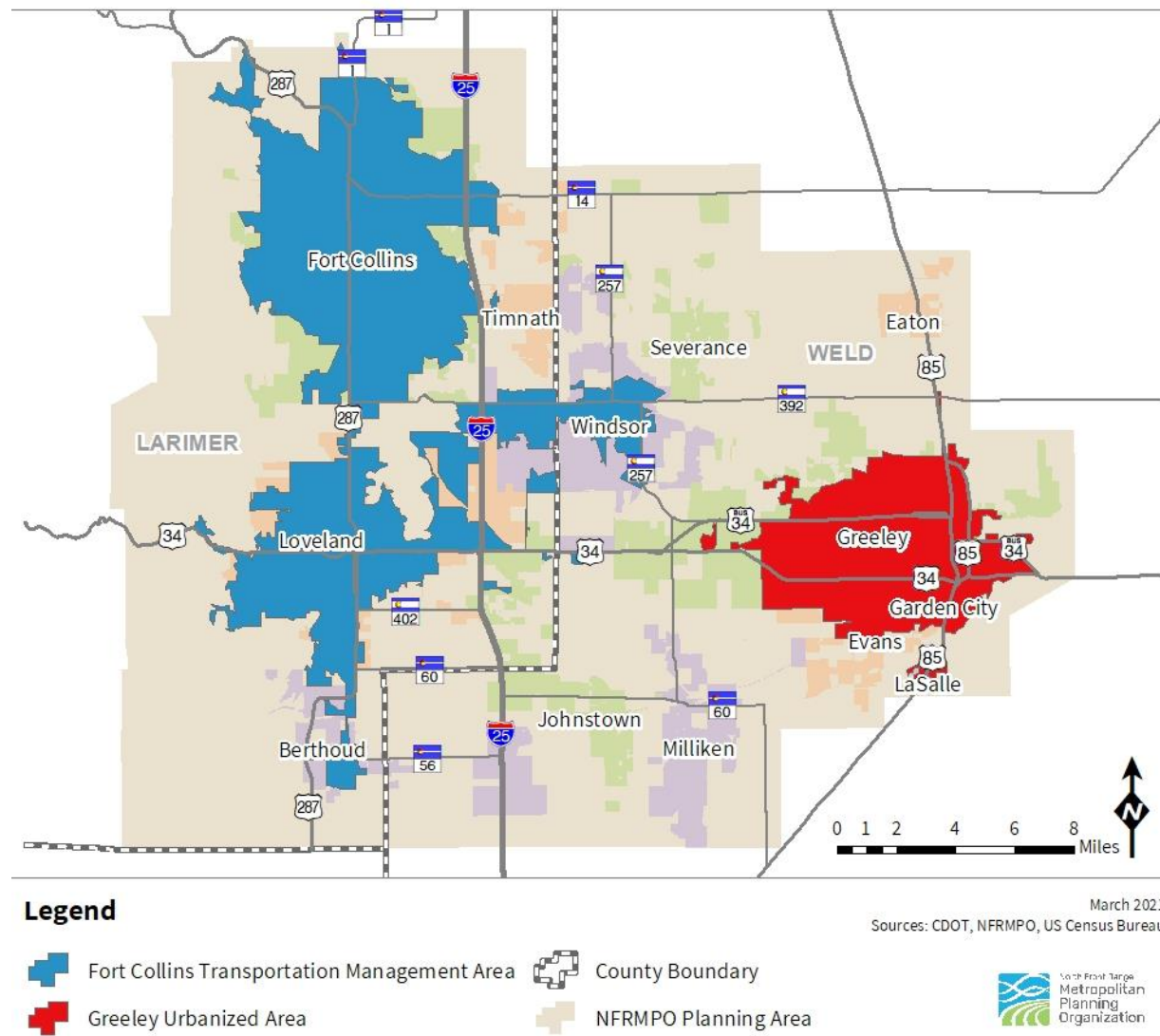
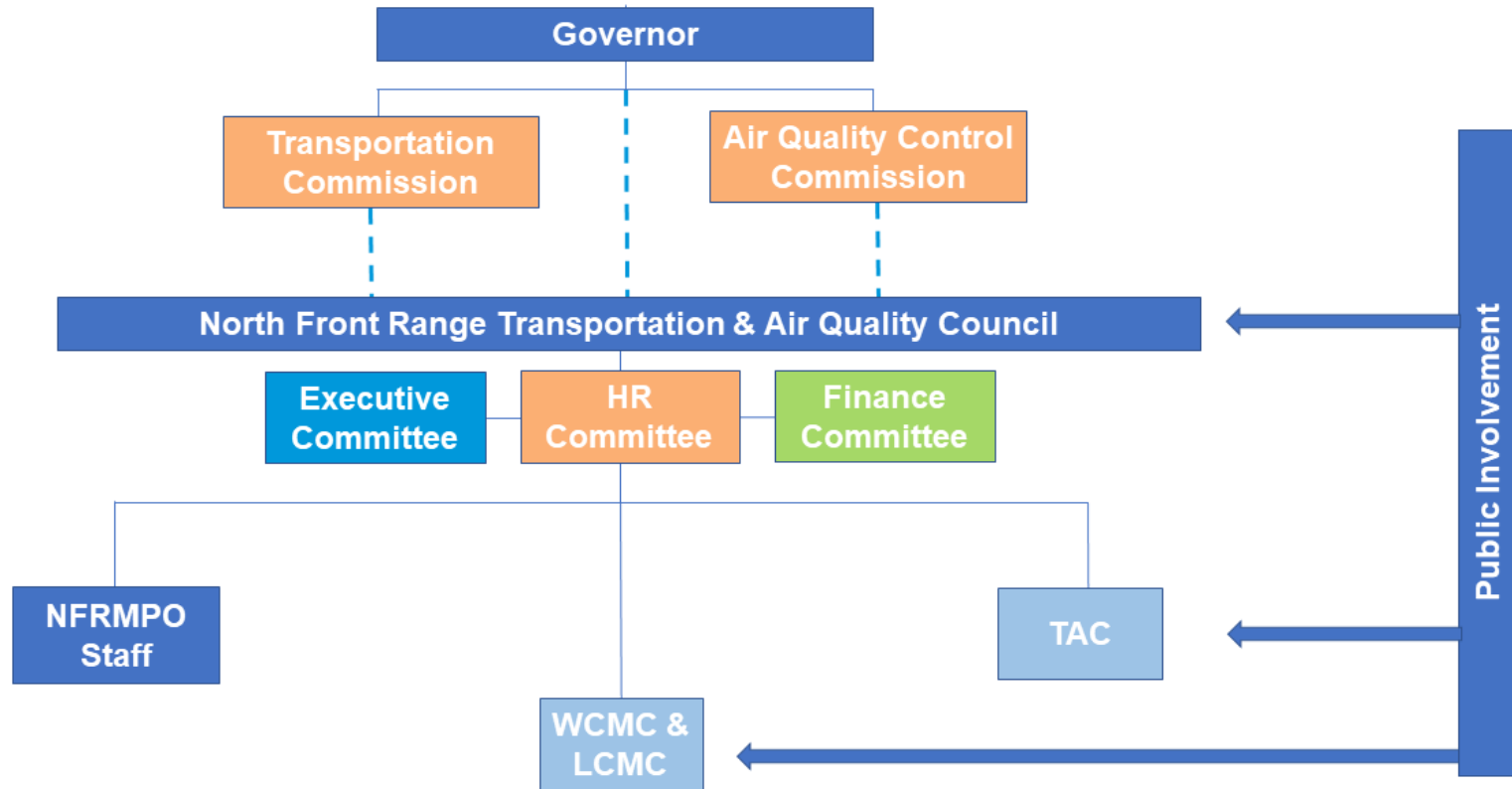


Figure 2: NFRMPO Planning Relationships



Federal and State

Fixing America's Surface Transportation (FAST) Act

On December 4, 2015 President Obama signed into law the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) a five-year long-term authorization for federal transportation funding. The FAST Act authorizes \$305B over FY2016 through 2020, with continuing resolutions through FY2021, for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains FHWA's focus on safety, keeps intact the established structure of the various highway-related programs they manage, continues efforts to streamline project delivery, and for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments moved forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

The FAST Act set the course for the nation's transportation system with changes and reforms to many Federal transportation programs including:

- Organizational changes that will provide an opportunity for important structural improvements with the potential to accelerate the delivery of innovative finance projects.
- Improved project delivery using online systems to track projects and interagency coordination processes.
- Establishes both formula and discretionary grant programs to fund critical transportation projects which would benefit freight movements.
- Reinstating the popular bus discretionary grant program and strengthening the Buy America requirements that promote domestic manufacturing through vehicle and track purchases.
- Establishes a new National Surface Transportation and Innovative Finance Bureau within the USDOT to serve as a one-stop shop for state and local governments to receive federal funding, financing, or technical assistance.
- Allocates slightly more formula funds to local decision makers and provide planners with additional design flexibilities.
- Converts the long-standing Surface Transportation Program into the Surface Transportation Block Grant (STBG) Program acknowledging this program has the most flexible eligibilities among all Federal-aid highway programs and aligning the program's name with how FHWA has historically administered it with the following set:
 - Funding for Transportation Alternatives (TA)
 - Two percent for State Planning and Research (SPR)
 - Funding for bridges not on Federal-aid highways
- Continues the overarching requirement that Highway Safety Improvement Program (HSIP) funds be used for safety projects which are consistent with the State's Strategic Highway Safety Plan (SHSP) and which correct or improve a hazardous road location or feature or address a highway safety problem and added the following activities as eligible:
 - Installation of vehicle-to-infrastructure communication equipment.
 - Pedestrian hybrid beacons.
 - Roadway improvements that provide separation between pedestrians and motor vehicles, including medians and pedestrian crossing islands.

- Other physical infrastructure projects not specifically enumerated in the list of eligible projects.

Federal Planning Factors

The FAST Act also modified the planning factors, increasing them from eight to 10. The planning factors include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

The Planning Factors are addressed in the NFRMPO's UPWP by work program tasks in FY2022-2023 as shown in *Table 1*. The NFRMPO also incorporated these planning factors into the Regional Transportation Plan (RTP).

Table 1: NFRMPO Planning Factors

UPWP Tasks	1	2	3	4	5	6	7	8	9	10
1.1 Data Collection and Analysis	x	x	x	x	x	x	x	x		
1.2 Safety and Security		x	x						x	
1.3 Local Plan Reviews				x		x				
1.4 Congestion Management Process (CMP)		x		x	x	x	x	x	x	x
1.5 Performance Measurement and Report	x	x	x	x	x	x	x	x	x	x
2.1 Regional Transportation Plan (RTP) Management	x	x	x	x	x	x	x	x	x	x
2.2 Land Use Model Management				x	x					
2.3 Transportation Model Management				x	x					
2.4 Regional Active Transportation Plan (ATP) Management	x			x	x	x		x		x
2.5 Statewide Household Survey				x	x					
2.6 North Front Range Premium Transit Analysis	x			x	x	x	x		x	x
2.7 Planning Council and Transportation Advisory Committee (TAC) Support	x	x	x	x	x	x	x	x	x	x
2.8 Unified Planning Work Program (UPWP)	x	x	x	x	x	x	x	x	x	x
3.1 Special Participation	x	x	x	x	x	x	x	x	x	x
3.2 Outreach/Communications	x	x	x	x	x	x	x	x	x	x
3.3 Air Quality Planning and Conformity	x	x	x	x	x		x	x		
4.1 Project Assistance	x	x	x	x	x	x	x	x	x	x
4.2 Transportation Improvement Program (TIP)	x	x	x	x	x	x	x	x	x	x
4.3 Federal Funds Management	x	x	x	x	x	x	x	x	x	x
4.4 Mobility Management				x		x	x			
4.5 One Call/One Click Center		x		x		x	x			x
5.1 Program Management	x						x			
5.2 Grant Reporting and Management	x	x	x	x	x	x	x	x	x	x
5.3 Human Resources/IT	x						x			

U.S. Congressional District

Effective January 1, 2013, the State of Colorado adopted new U.S. Congressional Districts. The NFRMPO region is entirely within two districts along the county line between Larimer and Weld counties. District 2 (Representative Joe Neguse) encompasses Larimer County in addition to Boulder County and various mountain communities. District 4 (Representative Ken Buck) covers the entire eastern portion of Colorado to the state border, including all of Weld County. Figure 3 shows the Colorado Congressional Districts.

The map displays the distribution of the seven Great Plains biomes across the Western United States. The biomes are numbered 1 through 7, corresponding to the legend. The map includes the following states and their names: Wyoming, Nebraska, Utah, New Mexico, and Oklahoma. The biomes are distributed as follows: 1. Shortgrass Steppe (yellow) is located in the northeast corner of Nebraska. 2. Mixed Grass Steppe (light blue) is located in the central part of Wyoming. 3. Great Salt Lake Wetlands (light blue) is located in the southwest corner of Utah. 4. Tallgrass Steppe (pink) is located in the eastern part of Nebraska and the western part of Oklahoma. 5. Pinyon-Juniper Scrub (purple) is located in the central part of New Mexico. 6. Desert Scrub (orange) is located in the southeast corner of New Mexico. 7. Sagebrush Steppe (green) is located in the central part of New Mexico, overlapping with the Pinyon-Juniper Scrub biome.

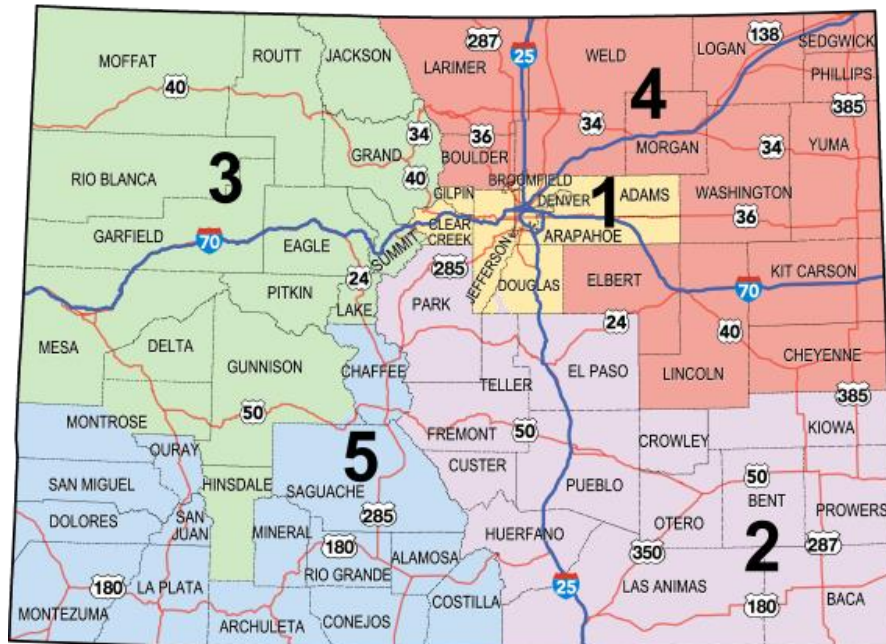
The NFRMPO engages the Congressional offices and invites them to NFRMPO meetings, mailings, and legislative actions.

Statewide Plans

- [Statewide Transit Plan](#) (June 2020)
- [Strategic Highway Safety Plan](#) (April 2020)
- [Statewide Transportation System Management and Operations Plan](#) (2013)
- [Colorado State Highway Freight Plan](#) (2019)
- [Colorado State Freight and Passenger Rail Plan](#) (2018)
- [Statewide Bicycle and Pedestrian Plan](#) (October 2012)
- [Colorado Aviation System Plan Update](#) (2020)
- [Colorado's Risk Based Asset Management Plan](#) (2019)
- [Colorado Statewide Intercity and Regional Bus Network Plan](#) (2014)
- [Colorado Transportation Option: Statewide Transportation Demand Management Plan](#) (March 2018)
- [Colorado Downtown Streets: A Tool for Communities, Planners, and Engineers](#) (2017)

The Statewide Transportation Plan incorporates the Colorado Transportation Planning Region's (TPR) plans (including the five MPOs). CDOT regions were updated in 2013 and the NFRMPO is located entirely within Region 4. The five CDOT regions are shown in *Figure 4*.

Figure 4: CDOT Regions, 2013



Source: [Colorado Department of Transportation](http://colorado.gov/CDOT)

Planning Issues

Lead Air Quality Planning Agency Designation

In 1993, the Governor designated the NFRMPO as the Lead Planning Agency (LPA) for Carbon Monoxide (CO) for the Fort Collins and Greeley Nonattainment Areas. Both areas achieved compliance with the federal CO standard and developed limited maintenance plans. The Greeley Nonattainment Area completed its second 10-year maintenance period in May 2019, while the Fort Collins Nonattainment Area will complete its second 10-year maintenance period in September 2023. Upon the conclusion of the second 10-year maintenance period, conformity requirements no longer apply.

The NFRMPO is also a part of a larger nonattainment area for ozone. The ozone area covers seven counties in the Denver Metro area and most of Weld and Larimer counties in the North Front Range. In 2013, the Governor designated the Regional Air Quality Council (RAQC) as the LPA for the entire ozone nonattainment area as a single LPA for each pollutant is typical. As a result, representatives from the NFRMPO, Larimer County, and Weld County were appointed to serve on the RAQC Board to ensure North Front Range representation during the ozone planning process. In addition, a representative from the RAQC has been appointed to the Technical Advisory Committee (TAC) as a non-voting member. The NFRMPO extends the marketing and outreach for the RAQC to the northern portion of the nonattainment area providing unified education on the Simple Steps. Better Air. program.

There are currently two ozone standards in effect. The region is designated by the EPA as a Serious Nonattainment Area for the 2008 8-hour ozone standard of 75 parts per billion (ppb) and as a Marginal Nonattainment Area for the more stringent 2015 8-hour ozone standard of 70 ppb. It is likely the EPA will downgrade the region's designation to Severe for the 2008 standard in early 2022 due to a failure to reduce ozone levels by the deadline set in the Clean Air Act (CAA). Redesignation to Severe would require a new SIP and increased regulations. Efforts to control ozone continue as the region works toward attaining the 75 ppb standard as well as the 70 ppb standard, such as the work of several committees formed by the RAQC to assess various control strategies.

It should be noted that since 2008 there have been significant improvements made in reducing ozone; however, the region has not achieved compliance with the standard due to continued reduction in the standards.

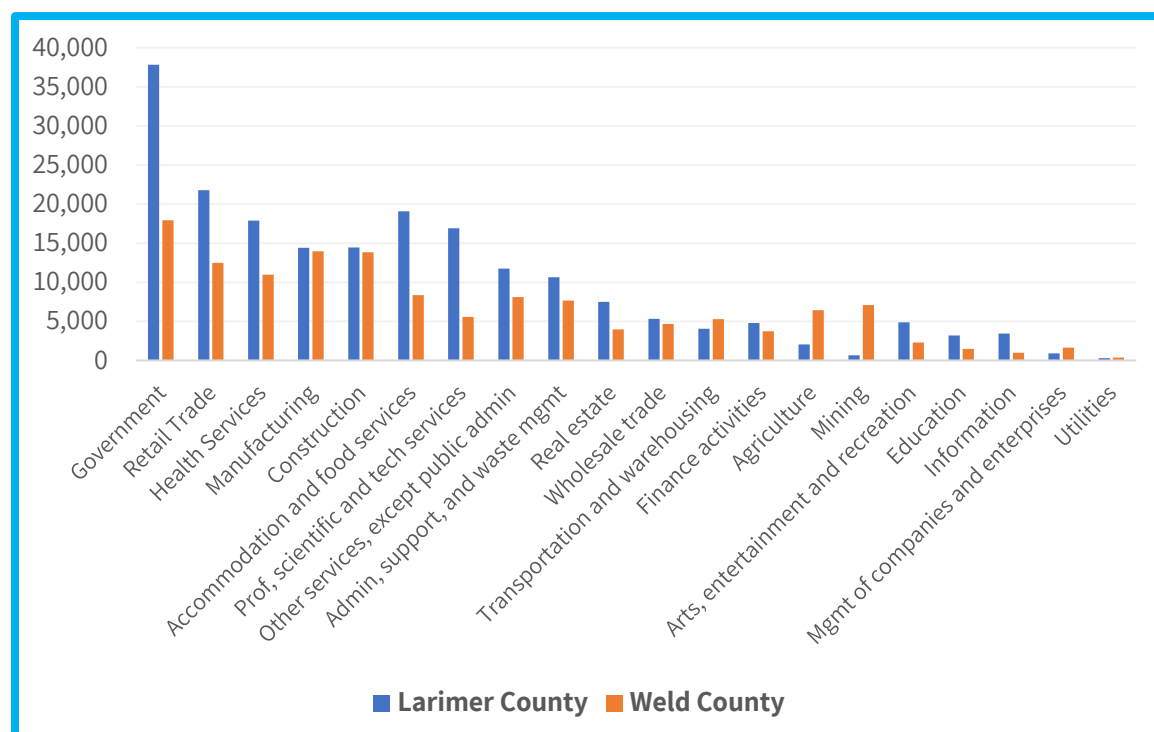
Economic Development

The U.S. economic momentum was strong and the unemployment rate from 2010 and 2018 had steadily declined. The U.S. Bureau of Labor Statistics showed Colorado had the third fastest employment growth rate in the country at 24 percent between 2010 and 2018. Only Utah and Nevada were higher at 29 percent and 25 percent, respectively.

Figure 5 shows the top 15 sectors of employment for Weld and Larimer counties. Both counties are dominated by the government sector, though the retail, health services, manufacturing, construction, and accommodation and food services sectors make up a large portion of remaining jobs between the two counties. While the counties share several similarities, there are many economic differences. Larimer County has a large portion of professional, scientific, and technical services, while some of Weld County's top sectors include mining and agriculture. Even some of the counties' shared sectors, such as manufacturing break down into much different subsectors. While the majority of manufacturing jobs in

Larimer County are computers and electrical equipment, the majority of manufacturing jobs in Weld County are related to food and beverage products.

Figure 5: Top 15 Employment Sectors by County in 2017



Source: DOLA State Demography Office Data Page, Jobs by Sector

However, in early 2020, a worldwide pandemic drastically effected the U.S. economy as businesses were required to close. The U.S. unemployment rate went from 3.4 to 6.5 and Colorado went from 2.4 to 8.8 according to the U.S. Bureau of Labor Statistics between December 2019 and December 2020. Colorado lost almost 151,000 jobs.

The unemployment rate between June 2019 and June 2020 increased to 8.3 percent and 9.3 percent in Larimer and Weld counties, respectively. The economic future for the U.S., Colorado and the North Front Range area remains uncertain, but predictions are calling for an economic rebound starting 2021.

Veterans, Older Adults, and Individuals with Disabilities

Transportation for individuals with disabilities, veterans, and older adults, particularly those who live in the rural portions of the region, are extremely limited. With limited coverage areas for public paratransit services and limited (and costly) private services, the mobility of individuals who use wheelchairs and other mobility aids are especially constrained when it comes to accessible transportation options. In addition to limited coverage zones, paratransit is also only available with limited service hours in some areas of the region, thus further limiting mobility. Taxi service covers a wider geographic area and expanded timeframe but can be cost prohibitive for all but a few individuals. Seeking employment and securing jobs, access to medical care and social opportunities, often hinges on transportation or the lack thereof.

In both Larimer and Weld counties, veterans have a higher unemployment rate than the general population. Veterans make up 5.0 percent of Weld County residents and 5.8 percent of Larimer County residents. Solutions needed to improve mobility for veterans include incorporating veterans and their families into outreach efforts for the One Call/One Click Center, identifying additional funding opportunities for transportation, as well as developing deeper relationships and enhanced coordination with VA Medical Centers in better coordination with VA Medical Centers in Denver and Cheyenne, Wyoming.

The older adult population will be the fastest growing age group in the State with the over-65 population projected to increase by 84.9 percent and 146.9 percent from 2018 to 2045 in Larimer and Weld counties, respectively. The NFRMPO region's challenge is the large percentage of seniors who reside outside of urban areas, where few if any transportation alternatives to a personal vehicle exist. Improving mobility options and access for older adults in the region was the driving force behind the planning efforts for the One Call/One Click Center Project, called *RideNoCo* now in motion.

The percentage of people under the age of 65 with disabilities in the region as identified in the US Census Population Estimates Program (PEP) estimates ranges from 3.3 percent in Severance to 8.6 percent in Milliken. In Larimer County, 6.4 percent of individuals under age 65 self-identify as having a disability compared to 7.1 percent in Weld County.

As economic and population growth occur in tandem and continue to push development beyond the confines of Northern Colorado's traditional urban boundaries, working to improve mobility options in both the urban and rural portions of the region is essential to not only meeting the mobility needs of the general population but also vulnerable groups such as older adults, individuals with disabilities, and veterans. Another byproduct of this growth is the further dispersal of affordable housing options from the historic population and economic centers where services and transportation options traditionally lie. It is critical to ensure that affordable housing is considered in context with the level of services and transportation options accessible to individuals, especially older adults, veterans, and individuals with disabilities.

Changing Demographics

Age Distribution – Larimer and Weld counties

The demographics of Weld and Larimer counties are projected to diverge based on the age and family makeup of the population. Weld County has available land for development and is more oriented to young families. This may push the median age in Weld County lower in the future.

Larimer County, by contrast, is expected to grow most significantly in the over 60 age bracket. This is consistent with much of the State. Larimer County has less available land for development due to the high proportion of State and Federal lands in the County. However, the North Front Range is still expected to have a strong growth rate, which will almost double the population by 2045 with over a million people.

Transportation Funding

Federal funding for transportation has been declining for decades. Congress has not increased transportation user fees since 1993. Instead of an increase in formula funds, the federal government has issued calls for projects through competitive grant applications like Better Utilizing Investments to Leverage Development (BUILD) (formerly Transportation Investment Generating Economic Recovery

(TIGER)) or Fostering Advancements in Shipping and Transportation for the Long-Term Achievement of National Efficiencies (FASTLANE, formerly Infrastructure for Rebuilding America (INFRA)). Neither of these funding sources is ideal for comprehensive implementation of the region's needs and generally require significant state and local contributions.

Colorado last raised the State gas tax in 1991 creating an increasing funding gap at the state level as well. As of February 2021, there is discussion at the State level about options to increase the transportation funding. Ideas have included a fee on fuel, a fee on delivery services, increasing the electric vehicle fee and general fund transfers. The emphasis has been on fees as these do not require a vote to be implemented.

FY2020-2021 Activities

Planning Activities

In addition to ongoing planning Work Tasks, special planning activities undertaken included:

Active Transportation Plan (ATP)

The NFRMPO initiated the Active Transportation Plan in January 2020. This Plan is an update of the 2013 Regional Bike Plan and 2016 Non-Motorized Plan. Staff also coordinated with the regional NoCo Bike & Ped Collaborative. This Plan will be adopted by the NFRMPO Planning Council in May 2021.

Environmental Justice (EJ) Plan

The NFRMPO initiated the EJ Plan in January 2020. This Plan was developed in response to a recommendation from the 2018 Quadrennial Certification Review for the NFRMPO. This Plan will be adopted by the NFRMPO Planning Council on April 1, 2021.

Regional Transportation Plan (RTP)

The NFRMPO adopted the 2045 RTP on September 5, 2019. and the Transit Asset Management (TAM) Targets were adopted in November 2018.

Multimodal Options Funds (MMOF)

The NFRMPO completed the MMOF Call for Projects for \$5.6M in February 2020 and selected 13 projects in addition to two Planning Council set-asides for the One Call/One Click Center and the North Front Range Premium Transit Analysis.

VanGo™ Program

The COVID pandemic greatly affected the VanGo™ program with requirements for businesses to close, go to strictly telework, and maintain six feet for social distancing. The program shut down entirely for two months in March and April 2020, except for essential workers and has slowly started to increase ridership with fewer people in each van. This program has received federal stimulus funds to maintain the existence and viability.

VanGo™ Vehicle Replacement

Vans were not purchased in 2020 due to ridership and fare changes due to COVID. Van replacement is being evaluated for 2021.

VanGo™ Fare Pricing

There was no fare increase for either year; however, a temporary COVID policy was put in place that waived the seat reservation fee and changed the part time ridership status and fee. This change was enacted in early 2020 and will be reviewed in the summer of 2021.

Front Range Vanpool Rider Survey

The 2020 Customer Satisfaction Survey was conducted as usual and included questions about the temporary COVID policies. Ninety nine percent strongly or generally agree that VanGo™ provides timely and helpful assistance. While 95 percent strongly or generally agree that the temporary COVID policy exceptions are helpful.

Annual VanGo™ Safety Meetings

The VanGo™ safety meetings were held virtually. This has increased the actual attendance of the meetings and has been able to disseminate information to a larger audience. This will be the standard meeting format going forward.

Implementation Activities

- The City of Fort Collins celebrated the 6th anniversary of the MAX BRT service in May 2020. Prior to the pandemic, the MAX averaged 3,500 daily passengers in January 2020.
- In Q3 2020-2021, CDOT's Bustang North service had an average daily ridership of 247 prior to shutting down due to the pandemic. Service gradually returned after summer 2020.
- The NFRMPO prepared a 10-Year Strategic List of Projects reflecting the region's transportation planning priorities and submitted the list to CDOT for incorporation into the Statewide Plan and list.
- The NFRMPO submitted a BUILD Grant application for Segment 6 (SH402 to SH56) in July 2018 and was awarded \$20M in December 2018. Construction on the project is anticipated to begin in late 2019 and continued through 2020.

Implementation of the North I-25 EIS

The North I-25 Environmental Impact Statement (EIS) was completed in October 2008 and the first ROD was awarded in December 2011. The EIS extends from Fort Collins to Denver Union Station and from US287 to US85. The preferred alternative includes three phases, with a portion included in the adopted NFRMPO 2040 RTP. The main north/south transit improvements include regional express bus service on North I-25 between Fort Collins and Denver (initiated as Bustang in July 2015), commuter bus on US85 between Greeley and Denver, and passenger rail service on the US287 corridor from Fort Collins to Denver.

Phase I, with implementation by 2035, calls for the construction of managed express lanes on I-25 from Weld County Road (WCR) 38 to SH56 and SH392 to the SH14 interchange. It also includes three interchange upgrades at SH56, SH14, and US34/Centerra Parkway.

In 2013, CDOT embarked on a one-time cash spend down program, Responsible Acceleration of Maintenance and Partnerships (RAMP), which fast tracked construction projects. CDOT is investing RAMP dollars into two (2) projects on I-25: extending managed lanes from 120th Ave in Denver north, as well as replacing bridges at Crossroads Boulevard in Loveland to meet future roadway profile needs. In addition, CDOT continues to invest in pre-construction activities (i.e. design, ROW, acquisition, utility relocations) for the entire I-25 corridor. The local communities in Northern Colorado formed an I-25 Coalition in the fall of 2013 and businesses formed the Fix N-25 Business Alliance. In January 2016, the I-25 Coalition established a Funding Committee that now meets as needed to identify funding options for N I-25 improvements.

In April 2016, the NFRMPO and CDOT submitted FASTLANE and TIGER applications for two bridges, a managed lane from north of SH402 to SH14, and transit ramps. FHWA awarded CDOT a \$15M TIGER grant for Phase I improvements on I-25 between SH14 and SH402, which include a managed lane, widening of two bridges, and replacement of two bridges to accommodate the managed lane. The project will also construct a 200-space park-and-ride lot and extend Kendall Parkway under I-25, connecting to Centerra. The local communities in Northern Colorado committed \$25M to match the two grants. In addition, the

City of Fort Collins, and the Town of Timnath have committed an additional \$12M for the replacement of the Prospect bridge over I-25 with an additional \$6.5M from Fort Collins for urban design elements. The City of Loveland, Town of Johnstown, and Larimer and Weld counties contributed \$16M for the SH402 interchange reconstruction. Local communities committed nearly \$60M to the Interstate expansion.

US 34 Planning and Environmental Linkages (PEL)

The NFRMPO committed funding to the US 34 Coalition to develop a PEL on US 34 from just west of Loveland to approximately Kersey on the east. This corridor is 34.6 miles in length and goes through many NFRMPO communities – Loveland, Johnstown, Greeley, and Larimer and Weld counties as well as being of importance to the Towns of Milliken and Windsor. The PEL opened the opportunity to create or update Access Control Plans (ACP) on this corridor. A new ACP was developed on this corridor in Larimer County and the existing ACP in Weld County/Greeley was updated. Additionally, Weld County developed an ACP on US 402/LCR 18/WCR 54/37th Street in Evans, known as Freedom Parkway (approximately from I-25 east to US 85) working with all the communities and citizens on this corridor.

Unified Planning Activities

Summary

The Unified Planning Work Program (UPWP) has been prepared to provide details of the NFRMPO planning process, work scheduled for the October 1 to September 30 fiscal year, and proposed expenditures by work element. The UPWP seeks to reflect NFRMPO Planning Council and Technical Advisory Committee (TAC) goals, roles, responsibilities, and available resources. The UPWP will undergo reevaluation at mid-year and amendments will be made if necessary.

The NFRMPO UPWP presents Work Tasks in five elements that group the types of activities needed to maintain, update, report, implement, administer, and operate the NFRMPO transportation planning process. The five major elements and their general content are as follows:

1. **Plan Monitoring:** These activities are concerned with the regular collection, maintenance, and analysis of area wide planning related data. Using established data files and accepted data collection procedures, land use, transportation, employment, demographic and environmental indicators NFRMPO monitors their influence on the area wide transportation planning process. NFRMPO structures the monitoring Work Tasks to facilitate their use in the development and periodic reappraisal of comprehensive plan elements and plan implementation activities. NFRMPO coordinates the tasks to avoid duplication of the monitoring efforts of local agencies.
2. **Plan Development and Detailing:** Consistent with policy directives and monitoring activities, NFRMPO details and revises sub-elements of the NFRMPO RTP when deemed necessary by federal requirements or Council. Updated activities may focus on a specific geographic area, such as a particular transportation corridor, or may center on a specific aspect of the RTP such as public transit, non-motorized facilities or land use.
3. **Special Planning Services:** NFRMPO intends these Work Tasks to ensure the broad understanding and consistent use of the planning program's findings by those responsible for public and private plan implementation activities. This section includes such tasks as governmental and private liaison, the publication and distribution of transportation planning related materials, participation in special projects or studies, and representation on regional and local committees under Council direction.
4. **Plan Implementation:** Incorporating the NFRMPO's responsibilities into plan implementation activities is the principal focus of this element. Included are such tasks as: reviews and recommendations pertaining to short- and long-range implementation programs for the area's major transportation systems, development of a TIP, and allocations and management of federal funds.
5. **Program Administration:** The purpose of this element is to develop and administer, within the requirements of the UPWP, responsible program, grants, and contract management activities.

Following the Budget Summary, the individual Work Tasks for FY2022 and FY2023 are detailed. The objectives of each task are included, with a description of the method used to conduct the task, the overall impact of the task, and the proposed products. Additionally, Work Tasks provide the estimated person weeks needed for staff and the estimated budget and NFRMPO funding distribution.

Table 2: NFRMPO FY2022 Budget

	FHWA STBG	Match STBG	FHWA/FTA CPG	Match CPG	FHWA SPR	FC MM	FC Match	FTA 5310	FTA 5310 Match	CDPHE	Colorado MMOF	Local VanGo Reserve	TOTAL
PLAN MONITORING													
1.1 Data Collection and Analysis	-	-	\$79,826	\$16,594	-	-	-	-	-	-	-	-	\$96,420
1.2 Safety and Security	-	-	\$5,322	\$1,106	-	-	-	-	-	-	-	-	\$6,428
1.3 Local Plan Reviews	\$5,322	\$1,106	-	-	-	-	-	-	-	-	-	-	\$6,428
1.4 Congestion Management Process (CMP)	\$31,931	\$6,638	-	-	-	-	-	-	-	-	-	-	\$38,568
1.5 Performance Measurement and Report	-	-	\$17,332	\$3,603	-	-	-	-	-	-	-	-	\$20,935
PLAN MONITORING SUBTOTAL	\$37,253	\$7,744	\$102,480	\$21,303	-	-	-	-	-	-	-	-	\$168,935
PLAN DEVELOPMENT													
2.1 Regional Transportation Plan (RTP) Management	-	-	\$70,093	\$14,571	-	-	-	-	-	-	-	-	\$84,664
2.2 Land Use Model Management	\$67,250	\$13,980	-	-	-	-	-	-	-	-	-	-	\$81,320
2.3 Transportation Model Management	\$101,832	\$21,168	\$84,463	\$17,558	\$77,000	-	-	-	-	-	-	-	\$302,020
2.4 Regional Active Transportation Plan (ATP) Management	-	-	\$15,965	\$3,319	-	-	-	-	-	-	-	-	\$19,284
2.5 Statewide Household Survey	\$170,902	\$35,526	-	-	-	-	-	-	-	-	-	-	\$206,428
2.6 North Front Range Premium Transit Analysis	-	-	-	-	-	-	-	-	-	-	\$125,000	\$125,000	\$250,000
2.7 Planning Council and Technical Advisory Committee Support	-	-	\$78,481	\$16,314	-	-	-	-	-	-	-	-	\$94,795
2.8 Unified Planning Work Program (UPWP)	-	-	\$26,608	\$5,531	-	-	-	-	-	-	-	-	\$32,139
PLAN DEVELOPMENT SUBTOTAL	\$339,984	\$70,674	\$275,610	\$57,293	\$77,000	-	-	-	-	-	-	-	\$511,957
PLANNING SERVICES													
3.1 Special Participation	-	-	\$89,822	\$18,672	-	-	-	-	-	-	-	-	\$108,493
3.2 Outreach/Communication	-	-	\$108,300	\$22,513	-	-	-	-	-	\$5,000	-	-	\$135,813
3.3 Air Quality Planning and Conformity	-	-	\$94,703	\$19,686	-	-	-	-	-	\$25,000	-	-	\$139,389
PLANNING SERVICES SUBTOTAL	-	-	\$292,825	\$60,871	-	-	-	-	-	\$25,000	-	-	\$378,769

PLAN IMPLEMENTATION													
4.1 Project Assistance	-	-	\$26,609	\$5,531	-	-	-	-	-	-	-	-	\$32,140
4.2 Transportation Improvement Program	\$55,018	\$11,437	-	-	-	-	-	-	-	-	-	-	\$66,455
4.3 Federal Funds Management	\$27,664	\$5,751	-	-	-	-	-	-	-	-	-	-	\$33,414
4.4 Mobility Management	-	-	-	-	-	\$26,901	\$6,725	\$54,000	\$13,500	-	-	-	\$101,126
4.5 One Call/One Click Center	-	-	-	-	-	-	-	-	-	-	\$139,884	\$139,884	\$279,768
PLAN IMPLEMENTATION SUBTOTAL	\$82,682	\$17,187	\$26,609	#5,531	-	\$26,901	\$6,725	\$54,000	\$13,500	-	\$139,884	\$139,884	\$512,903

ADMINISTRATION													
5.0 Local only	-	-	-	\$1,840	-	-	-	-	-	-	-	-	\$1,840
5.2 Grant Reporting and Management	-	-	\$23,949	\$4,978	-	-	-	-	-	-	-	-	\$28,927
PROGRAM ADMINISTRATION SUBTOTAL	-	-	\$23,949	\$6,818	-	-	-	-	-	-	-	-	\$30,767
NFRMPO ONLY TOTALS	\$459,918	\$95,606	\$721,473	\$151,817	\$77,000	\$26,901	\$6,725	\$54,000	\$13,500	\$25,000	\$264,884	\$264,884	\$2,161,707

I. Monitoring

1.1 Data Collection and Analysis

Objective:

This Work Task continues and expands current data files the NFRMPO maintains on the region's transportation system and demographic characteristics. The NFRMPO analyzes short-range planning efforts and evaluates the Regional Transportation Plan (RTP) objectives, assumptions, and recommendations using these databases.

Method:

In cooperation with local communities, transportation agencies, and their planning staffs, the NFRMPO regularly obtains updated information on demographics, land use, and all aspects of the transportation system, including population, dwelling units, employment, Master Plans, and Zoning Plans. The highway data collected includes changes in roadway miles, roadway classification and characteristics, as well as automobile, truck, bike, and pedestrian traffic counts. The NFRMPO also collects transit data, including service hours, frequencies, routes, fixed-route stop locations, ridership, vehicles, and expenditures from the appropriate public and private agencies.

The NFRMPO monitors and analyzes travel characteristics at established screen lines to determine trip volumes, modal splits, and vehicle occupancy. Wherever possible, the NFRMPO will compare the data collected against information previously collected and the NFRMPO's RTP projections. The data collected for this Work Task will be incorporated into the RTP, Active Transportation Plan (ATP), Regional Transit Element (RTE), and other project-specific reports. These reports will provide a more focused perspective of transportation issues at the local and regional level. Additionally, staff will geocode traffic crashes within the region for 2020-2021 to ensure accuracy.

Overall Impact/Intent:

This Work Task provides a historical basis for comparative analysis of the transportation system with previous years and identifies needed adjustments to the RTP projects and the selection of projects for federal funding. This Work Task also provides some of the necessary inputs to the NFRMPO's Regional Travel Demand Model (RTDM).

FY2022 and FY2023 Products:

1. Expanded and updated data files (*On-going*)
2. Geocoded traffic crashes for 2020 (*4th Quarter 2022*)
3. Geocoded traffic crashes for 2021 (*4th Quarter 2023*)
4. Vehicle travel time collector and bicycle and pedestrian counter data (*Reported Quarterly*)
5. Summary of On the Move Quarterly Newsletter articles (*Reported Annually in Annual Report*)
6. Staff memos and working papers (*On-going*)
7. Assist member communities with Safe Routes to School (SRTS) grant applications (*As requested*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	30	0

Budget

Personnel	\$65,234	\$0
Other Direct	\$0	\$0
Indirect	\$31,187	\$0
TOTAL	\$96,421	\$0

Distribution

Federal

CPG (82.79%)	\$79,827	\$0
CPG match (17.21%)	\$16,594	\$0
TOTAL	\$96,421	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

1.2 Safety and Security

Objective:

This Work Task collaborates with CDOT in the development of the Colorado Integrated Safety Plan. The Plan is performance based and documents how well the State is performing in roadway traffic safety, safety education, and enforcement.

Method:

CDOT is the lead agency in the development, implementation, and monitoring of this Plan. The NFRMPO collaborates in supplying data and analysis as needed. NFRMPO staff also participates in the I-25 Traffic Incident Management Plan (TIMP) Standing Program Management Team (SPMT) and the US85 TIMP Development meetings to address incidents along those corridors.

Overall Impact/Intent:

The mission of the CDOT Safety and Traffic Engineering Branch and the Office of Transportation Safety is to reduce the incidence and severity of motor vehicle crashes and the human and economic losses associated with them.

FY2022 and FY2023 Products:

1. Meeting attendance/coordination (*As requested*)
2. Data files (*On-going*)
3. Construction location maps in the 3rd Quarter On the Move Newsletter

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	2	0

Budget

Personnel	\$4,349	\$0
Other Direct	\$0	\$0
Indirect	\$2,079	\$0
TOTAL	\$6,428	\$0

Distribution

Federal

CPG (82.79%)	\$5,322	\$0
CPG match (17.21%)	\$1,106	\$0
TOTAL	\$6,428	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

1.3 Local Plan Reviews

Objective:

This Work Task provides NFRMPO staff time to review local government annexation, plat and development proposals against Transportation and Comprehensive/Master Plans located within the NFRMPO boundary. The objective is to provide input from a regional perspective for local government consideration during the plan development process.

Method:

The NFRMPO staff will work with local governments during the review process and comment on annexation, plat, and development proposals particularly as it relates to the Regional Transportation Plan (RTP), Regional Transit Element (RTE), Congestion Management Process (CMP), and Regional Active Transportation Plan (ATP). Specific attention will be paid to impacts on implementation of the Regionally Significant Corridor (RSC), Regional Active Transportation Corridors (RATC), and Regional Transit Corridor (RTC) networks.

Overall Impact/Intent:

This Work Task improves the local planning coordination through early and comprehensive reviews by the transportation planning and implementing agencies. This Task links land use decisions with the likely impacts on the transportation system.

FY2022 and FY2023 Products:

1. Copies of Plans reviewed (*As requested*)
2. List of Plans reviewed (*Reported Annually in Year-End Report*)
3. Transportation and Land Use comments (*As requested*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	2	0

Budget

Personnel	\$4,349	\$0
Other Direct	\$0	\$0
Indirect	\$2,079	\$0
TOTAL	\$6,428	\$0

Distribution

Federal

STBG (82.79%)	\$5,322	\$0
STBG match (17.21%)	\$1,106	\$0
TOTAL	\$6,428	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

1.4 Congestion Mitigation Process (CMP)

Objective:

This CMP Work Task defines congested corridors in the region, develops strategies to mitigate the congestion, and monitors the effectiveness of the identified strategies. Federal requirements state regions with a population greater than 200,000, known as Transportation Management Areas (TMAs), must maintain a Congestion Management Process (CMP) and use it to make informed transportation planning decisions. The Federal Highway Administration (FHWA) defines a CMP as a “systematic transparent process for managing congestion that provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing mobility.” In line with the FAST Act, the Congestion Management assessment will use the performance measures identified as part of the CMP and RTP.

Method:

The NFRMPO collects data on congested 2045 Regionally Significant Corridors (RSC) as defined in the 2045 Regional Transportation Plan (RTP) and 2019 Congestion Management Process (CMP) as well as region-wide when necessary. The NFRMPO obtains data regularly from CDOT, NFRMPO member communities, and regional transit providers. The NFRMPO will continue to collect travel time information on RSCs. The NFRMPO will also continue to collect and analyze data from the 12 NFRMPO-purchased vehicle travel time collectors located on various RSCs throughout the region. The data collected will be incorporated in the CMP, RTP, and annual reports.

Overall Impact/Intent:

This report documents system-wide performance measures related to congestion. The NFRMPO Planning Council adopted the region’s updated CMP in July 2019 and will adopt an updated CMP in 2023. The CMP emphasizes data collection to measure and monitor the transportation system’s performance and provide a mechanism to inform transportation investment decisions.

FY2022 Products:

1. Data collection and analysis (*On-going*)
2. Process to update the RSCs for the 2050 RTP (*2nd Quarter 2022*)

FY2023 Products:

1. Data collection and analysis (*On-going*)
2. Updated RSCs for the 2050 RTP (*1st Quarter 2023*)
3. 2023 CMP document adopted by Planning Council (*3rd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	12	0

Budget

Personnel	\$26,094	\$0
Other Direct	\$0	\$0
Indirect	\$12,475	\$0
TOTAL	\$38,568	\$0

Distribution

Federal

STBG (82.79%)	\$31,931	\$0
STBG match (17.21%)	\$6,638	\$0
TOTAL	\$38,568	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

1.5 Performance Measurement and Reporting

Objective:

This Work Task continues the NFRMPO reporting of the federally required performance measures and targets established in MAP-21 and continued in the FAST Act. These requirements state MPOs must develop transportation plans and Transportation Improvement Programs (TIP) through a performance-driven, outcome-based approach to planning.

Method:

This Work Task evaluates the performance of different transportation system components against the targets adopted by the NFRMPO Planning Council in 2018 as part of the 2045 RTP's Goals, Objectives, Performance Measures, and Targets (GOPMT). The performance-based planning process establishes requirements for performance measures and targets for safety, infrastructure condition, system performance, freight, and air quality. The NFRMPO's 2045 RTP includes performance targets which address performance measures and standards and a System Performance Report for FHWA.

Overall Impact/Intent:

This Work Task will provide more detail to local communities on how the projects selected using federal funds have moved or not moved the region towards the adopted performance measure targets.

FY2022 and FY2023 Products:

1. Analysis of performance measure data and coordination with CDOT (*Annually*)
2. Transit Asset Management regional performance targets for transit providers (*Annually*)
3. Annual System Performance Report Updates (*4th Quarter 2022 and 2023*)
4. Review regional system performance and reevaluate Targets (*3rd Quarter 2022*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	5	0

Budget

Personnel	\$10,872	\$0
Other Direct	\$4,866	\$0
Indirect	\$5,198	\$0
TOTAL	\$20,935	\$0

Distribution

Federal

CPG (82.79%)	\$17,332	\$0
CPG match (17.21%)	\$3,603	\$0
TOTAL	\$20,935	\$0

Other Direct

Out of State Training	\$4,000	\$0
Consultant	\$0	\$0
Other	\$866	\$0
TOTAL	\$4,866	\$0

II. Plan Development

2.1 Regional Transportation Plan (RTP) Management

Objective:

This Work Task allows for monitoring and revising the NFRMPO 2045 RTP and the development of the 2050 RTP. The 2050 RTP will incorporate updated performance measure targets as part of each component including the 2023 CMP, 2021 ATP, 2022 Public Involvement Plan (PIP), and project selection through the 2023 Call for Projects.

Method:

The NFRMPO Planning Council adopted the 2045 RTP in September 2019. This Work Task includes the necessary staff effort to complete administrative modifications and amendments to the RTP as necessary. Modifications are completed for minor corrections or clarifications, while Amendments are completed for major changes such as adding or deleting regionally significant projects or advancing or delaying project completion dates to a different conformity band. The 2050 RTP development includes goal setting, transportation system analysis, required fiscal constraint, public involvement, conformity determination, RSCs, project prioritization, and the incorporation of the 10 planning factors from federal regulation. The NFRMPO will incorporate a larger transit section into the RTP in lieu of a standalone RTE. The NFRMPO, Denver Regional Council of Governments (DRCOG), Grand Valley MPO (GVMPO), Pikes Peak Area Council of Governments (PPACG), and Pueblo Area Council of Governments (PACOG) regularly share best practices for planning and public involvement for the development of the RTPs. This Task also completes the Environmental Justice (EJ) and Environmental Mitigation (EM) analyses.

Overall Impact/Intent:

This Work Task monitors and revises the 2045 RTP as necessary and develops the 2050 RTP. It will monitor the implementation and completion of any Modifications or Amendments to the 2045 RTP. A long range, financially constrained, transportation plan allows projects to move into implementation in the TIP and sets the funding priorities for the region.

FY2022 Products:

1. 2045 RTP Modifications and Amendments (*As needed*)
2. Revised Regionally Significant Corridors (RSCs, RATCs, and RTCs) (*1st Quarter 2022*)
3. 2022 Public Involvement Plan (PIP) (*3rd Quarter 2022*)
4. Air Quality Conformity (*As needed*)
5. NFRMPO Updated Goals, Objectives, and Performance Measures (*4th Quarter 2022*)

FY2023 Products:

1. 2050 RTP Revenue Projections (*2nd Quarter 2023*)
2. Federally Required Target Setting (*2nd Quarter 2023*)
3. RTP Project Prioritization (*3rd Quarter 2023*)
4. Air Quality Conformity (*4th Quarter 2023*)
5. Adopted 2050 RTP (*4th Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	26	0

Budget

Personnel	\$56,536	\$0
Other Direct	\$1,100	\$0
Indirect	\$27,029	\$0
TOTAL	\$84,664	\$0

Distribution

Federal

CPG (82.79%)	\$70,094	\$0
CPG match (17.21%)	\$14,571	\$0
TOTAL	\$84,664	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$1,100	\$0
TOTAL	\$1,100	\$0

2.2 Land Use Model Management

Objective:

This Work Task manages the 2045 Land Use Allocation Model (LUAM) and prepares the 2050 LUAM for the NFRMPO region and the adjacent air quality area and allows for updates the inputs required for modeling for the 2050 RTP as well as for air quality conformity.

Method:

This Work Task maintains and updates the LUAM. The LUAM uses the control totals for households, population, and employment developed in the forecast work completed by staff using UrbanCanvas and Department of Local Affairs' (DOLA) population and employment estimates by traffic analysis zone (TAZ) within the Regional Travel Demand Model (RTDM) area.

NFRMPO staff provide data and analysis, such as network and traffic counts, and run the LUAM. The NFRMPO will use consultant assistance from UrbanSim, as necessary.

Overall Impact/Intent:

Modeling capabilities are critical to the NFRMPO long range regional transportation planning efforts and transportation improvement implementation. These essential capabilities contribute to the success of the travel demand projections, future scenarios based on policy direction, conformity determinations, and support of local planning efforts both long range and immediate developments.

FY2022 Products

1. Data Collection for 2050 LUAM (*On-going*)
2. LUAM documentation (*On-going*)
3. Data from Communities
4. Data sign off by communities
5. Draft 2050 LUAM (*4th Quarter 2022*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	20	0

Budget

Personnel	\$43,489	\$0
Other Direct	\$16,949	\$0
Indirect	\$20,791	\$0
TOTAL	\$81,230	\$0

Distribution

Federal

STBG (82.79%)	\$67,250	\$0
STBG match (17.21%)	\$13,980	\$0
TOTAL	\$81,230	\$0

Other Direct

Out of State Training	\$2,000	\$0
Consultant	\$2,000	\$0
Other	\$12,949	\$0
TOTAL	\$16,949	\$0

2.3 Transportation Model Management

Objective:

This Work Task manages and updates the 2015 Regional Travel Demand Model (RTDM) for the NFRMPO region and the adjacent air quality nonattainment area.

Method:

This Work Task manages and updates the RTDM. The RTDM uses the Land Use Allocation Model (LUAM) output, network, and operational data to assign traffic to the roadway network. There is also a transit network for assigning trips to the transit systems. The models provide information used for the development of the RTP and conformity determinations for the RTP and TIP. The NFRMPO makes the RTDM available to local member governments for their own use. The NFRMPO will contract for traffic counts as needed to provide accurate data.

NFRMPO staff provide data and analysis, such as network and traffic counts, and run the RTDM. Consultant assistance is used to build and/or update the RTDM model and for support on an as needed basis following the building of the new RTDM.

Overall Impact/Intent:

Modeling capabilities are critical to the NFRMPO RTP efforts and the TIP. These essential capabilities contribute to the success of the travel demand projections, future scenarios based on policy direction, conformity determinations, and support of local planning efforts both long range and immediate developments.

FY2022 Products:

1. Review of 2050 Model Update RFP responses and consultant selection (*1st Quarter 2022*)
2. Executed contract with Consultant (*2nd Quarter 2022*)
3. Updated traffic counts (*2nd Quarter 2022*)
4. Coordination meetings with model consultant (*Bi-Monthly*)
5. Review task specific memos from Consultant (*As completed*)
6. Model Steering Team meetings (*Bi-Monthly*)

FY2023 Products:

1. Coordination meetings with model Consultant (*Bi-Monthly*)
2. Review task specific memos from Consultant (*As completed*)
3. Model Steering Team meetings (*Bi-Monthly*)
4. Base and future years model runs for 2050 RTP scenarios, with reports (*2nd Quarter 2023*)
5. RTDM documentation (*3rd Quarter 2023*)
6. RTDM User's Guide (*4th Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	30	0

Budget

Personnel	\$65,234	\$0
Other Direct	\$205,599	\$0
Indirect	\$31,187	\$0
TOTAL	\$302,020	\$0

Distribution

Federal

CPG (82.79%)	\$84,463	\$0
CPG match (17.21%)	\$17,558	\$0
STBG (87.79%)	\$101,832	\$0
STBG match (17.21%)	\$21,168	\$0

State

SPR	\$77,000	\$0
TOTAL	\$302,020	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$200,000	\$0
Other	\$5,599	\$0
TOTAL	\$205,599	\$0

2.4 Regional Active Transportation Plan (ATP) Management

Objective:

This Work Task implements the Regional Active Transportation Plan (ATP) and monitors progress.

Method:

NFRMPO staff will begin implementation of short-term recommendations from the ATP. As needed, the NFRMPO will coordinate and/or seek assistance from the appropriate local agencies and other planning partners.

Overall Impact/Intent:

This Work Task improves local and regional active transportation planning efforts through the implementation of recommendations and action steps identified in the ATP. The ATP updates and expands the 2013 Regional Bicycle Plan and 2016 Non-Motorized Plan.

FY2022 and FY2023 Products:

1. ATP Public Brochure (*1st Quarter 2022*)
2. Incorporate any proposed changes into the FY2024-25 Call for Projects (*1st Quarter 2022*)
3. Begin incorporating the ATP into 2050 RTP development (*4th Quarter 2022*)
4. Incorporate elements of the ATP into the 2023 Congestion Management Process (CMP) (*2nd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	6	0

Budget

Personnel	\$13,047	\$0
Other Direct	\$0	\$0
Indirect	\$6,237	\$0
TOTAL	\$19,284	\$0

Distribution

Federal

CPG (82.79%)	\$15,965	\$0
CPG match (17.21%)	\$3,319	\$0
TOTAL	\$19,285	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

2.5 Statewide Household Survey

Objective:

This Work Task allows for the development and completion of the Statewide Household Survey for incorporation into the NFRMPO's Regional Travel Demand Model (RTDM) and the Statewide model.

Method:

NFRMPO staff will work with CDOT, DRCOG, PPACG, PACOG, and GVMPO along with CDOT's survey consultant on the development and completion of the Statewide Household Survey.

Overall Impact/Intent:

This Work Task updates the 2009 Household Survey and will provide new and more up-to-date information on travel patterns within the NFRMPO model area as well as the State as a whole.

FY2022 Products:

1. Statewide Household Survey Steering Committee meetings (*Monthly*)
2. Survey Instrument developed by Consultant team (*1st Quarter 2022*)
3. Survey Pre-pilot Design and Test (*3rd Quarter 2022*)
4. Statewide Household Survey begins (*3rd Quarter 2022*)

FY2023 Products:

1. Statewide Household Survey Steering Committee meetings (*Monthly*)
2. Statewide Household Survey ends (*3rd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	2	0

Budget

Personnel	\$4,349	\$0
Other Direct	\$200,000	\$0
Indirect	\$2,079	\$0
TOTAL	\$206,428	\$0

Distribution

Federal

STBG (82.79%)	\$170,902	\$0
STBG match (17.21%)	\$35,526	\$0
TOTAL	\$206,428	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$200,000	\$0
Other	\$0	\$0
TOTAL	\$200,000	\$0

2.6 North Front Range Premium Transit Analysis

Objective:

This Work Task makes funds available to the NFRMPO to develop an analysis of upgraded/premium transit connecting major origin and destinations in addition to corridors identified in the 2045 Regional Transit Element (RTE). The North Front Range region is growing quickly with new jobs and households, and transit can help address commuter and mobility needs. The three largest cities in the region have local transit, but there are limited options between communities and within smaller communities. In addition, the NFRMPO wants to be prepared to connect local communities to the investments in Bustang and other statewide transit initiatives.

Method:

The NFRMPO will hire a consultant to work with local governments, stakeholders, and other interested parties to analyze premium transit within the North Front Range region. As part of this analysis, the consultant will identify corridors, and determine, in detail, the benefits, costs, and impacts of implementing transit improvements along these corridors. As part of the corridor identification, the consultant will identify potential rights-of-way, which mode is most effective, and a financial and governance plan to implement and prioritize projects.

Overall Impact/Intent:

The expected impact and intent of the project is to prepare the region to seek and/or make investments in transit corridors; increase transit ridership between growing communities; improve air quality within the Northern Subarea; and increase mobility for residents living in areas not currently served by transit services.

2022 Products:

1. Steering Committee Meetings (*On-going*)
2. Outreach (*On-going*)
3. Consultant check-ins (*On-going*)
4. Draft report (*3rd Quarter 2022*)
5. Final report (*4th Quarter 2022*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	0	0

Budget

Personnel	\$0	\$0
Other Direct	\$250,000	\$0
Indirect	\$0	\$0
TOTAL	\$250,000	\$0

Distribution

State

MMOF (50%)	\$125,000	\$0
MMOF match (50%)	\$125,000	\$0
TOTAL	\$250,000	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$250,000	\$0
Other	\$0	\$0
TOTAL	\$250,000	\$0

2.7 Planning Council and Technical Advisory Committee (TAC) Support

Objective:

This Work Task manages the NFRMPO Planning Council and TAC functions and meetings according to Planning Council and TAC policies.

Method:

The NFRMPO staff schedules and posts the required public notices for all Planning Council and TAC business meetings. NFRMPO staff also oversees, supports, and documents the elected official transportation funding decision making using Planning Council approved policies, Robert's Rules of Order, and Colorado Statutes for local governments. The NFRMPO also schedules and posts the meetings for Planning Council Subcommittees and the TAC.

Overall Impact/Intent:

This Work Task ensures that the Planning Council undertakes their activities according to Colorado law, the Articles of Association, and Planning Council policies. This Work Task ensures an open and transparent transportation planning process for the North Front Range communities and residents.

FY2022 and FY2023 Products:

1. Planning Council and TAC Agenda Packets and Meeting Minutes (*On-going*)
2. Planning Council Resolutions (*On-going*)
3. Planning Council Meeting Calendar (*1st Quarter 2022 and 2023*)
4. Planning Council and TAC Rosters (*On-going*)
5. Meeting announcements (*Monthly*)
6. Website postings (*On-going*)
7. Updated Articles of Association (*As needed*)
8. Relevant Legislative updates during State Session (*As needed*)
9. Miscellaneous NFRMPO correspondence (*as needed*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	25	0

Budget

Personnel	\$54,362	\$0
Other Direct	\$14,444	\$0
Indirect	\$25,989	\$0
TOTAL	\$94,795	\$0

Distribution

Federal

CPG (82.79%)	\$78,481	\$0
CPG match (17.21%)	\$16,314	\$0
TOTAL	\$94,795	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$14,444	\$0
TOTAL	\$14,444	\$0

2.8 Unified Planning Work Program (UPWP)

Objective:

This Work Task develops the NFRMPO's UPWP for FY2022 and FY2023, monitors and amends the FY2022 and FY2023 UPWP and budget, as necessary. In FY2022, the NFRMPO will undergo TMA certification review.

Method:

Meet with local, State, and Federal officials to review the status of the current UPWP and development of the future UPWP. Include special interest topics as identified by CDOT, EPA, FHWA, FTA, or HUD staff. Meet with local technical staff and committee members for input into the work program development. NFRMPO staff will complete the TMA certification process according to the schedule to be developed by FHWA and FTA.

Overall Impact/Intent:

The UPWP is the document which guides the work of NFRMPO staff and any consultants on work products and Tasks. The work program will address the local, State, and federal priorities for transportation planning.

FY2022 Products:

1. FY2021 Year-End Report (*1st Quarter 2022*)
2. FY2022 Mid-Year Review Report and Meeting (*2nd Quarter 2022*)
3. FY2022 UPWP Task and Budget Amendments (*As necessary*)
4. FY2022 and FY2023 Budget Amendments (*As necessary*)
5. Completion of TMA Certification pre-meeting data requests
6. TMA certification meeting with federal, state, and local partners

FY2023 Products:

1. FY2022 Year-End Report (*1st Quarter 2023*)
2. FY2023 Mid-Year Review Report and Meeting (*2nd Quarter 2023*)
3. FY2023 UPWP Task and Budget Amendments (*As necessary*)
4. FY2024-FY2025 UPWP (*3rd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	10	0

Budget

Personnel	\$21,745	\$0
Other Direct	\$0	\$0
Indirect	\$10,396	\$0
TOTAL	\$32,139	\$0

Distribution

Federal

CPG (82.79%)	\$26,608	\$0
CPG match (17.21%)	\$5,531	\$0
TOTAL	\$32,139	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

III. Planning Services

3.1 Special Participation

Objective:

This Work Task includes NFRMPO's participation in other federal, state, regional, or local transportation studies or activities not incorporated directly in the UPWP. This Work Task ensures transportation and regional perspectives are considered as part of these local studies.

Method:

Staff participates in committees, conferences, studies, and meetings relating to transportation and land use or sustainable development. These include: CDOT's Statewide MPO Committee, Statewide Transportation Advisory Committee (STAC), the Regional Air Quality Council (RAQC), Air Quality Control Commission (AQCC), North I-25 Coalition, North Area Transportation Alliance (NATA), and others. Staff also informs member agencies of training available to their staff as well as the Committee Members.

NFRMPO staff also consults with member governments and responds to information requests from interested organizations, agencies, and individuals regarding transportation data and program needs. NFRMPO publishes and distributes technical data, maps, and brochures to member governments, non-profit agencies, and the public as requested and required.

Overall Impact/Intent:

This Work Task ensures transportation planning in the NFRMPO area is regional and coordinated. In addition to providing technical planning assistance, NFRMPO staff gain insight through participation in special studies, committees, conferences, board, and commission meetings.

FY2022 and FY2023 Products:

1. Monthly reports to the NFRMPO Planning Council and TAC (*Monthly*)
2. Quarterly lists of training, important legislation, and upcoming meetings for both Technical and Policy Committees included in On the Move (*Quarterly*)
3. Written comments on other studies (*As requested*)
4. Preparation and distribution of educational brochures, maps, program guidelines, and transportation materials (*as necessary*)
5. Presentations to the public and member agencies (*As requested*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	30	0

Budget

Personnel	\$65,234	\$0
Other Direct	\$12,071	\$0
Indirect	\$31,187	\$0
TOTAL	\$108,493	\$0

Distribution

Federal

CPG (82.79%)	\$89,822	\$0
CPG match (17.21%)	\$18,672	\$0
TOTAL	\$108,493	\$0

Other Direct

Out of State Training	\$2,000	\$0
Consultant	\$0	\$0
Other	\$10,071	\$0
TOTAL	\$12,071	\$0

3.2 Outreach/Communications

Objective:

This Work Task provides information and public comment opportunities on NFRMPO transportation activities to interested citizens, elected officials, non-profits, other transportation planning agencies, and local agencies and communities.

Method:

This Work Task includes the publication of NFRMPO reports, including the quarterly newsletters, educational brochures, and the development and update of the NFRMPO website.

- The quarterly newsletter contains current information on transportation projects, studies, and NFRMPO, VanGo™, Mobility Coordination, and member agency activities.
- The website provides information about the NFRMPO, meeting information, transportation information as well as an information request function. NFRMPO staff provides summaries on the blog and links to recently published articles.
- The VanGo™ Facebook page provides information on vacant seats and posts notices on upcoming events. NFRMPO and VanGo™ also Tweet about upcoming meetings and events.
- The Community Remarks™ webpage provides an interactive tool for the public to comment on the transportation system and to comment on upcoming plans.
- NFRMPO staff attend 10-15 community events to share information on the plan(s) under development, VanGo™ services, and the RAQC's Simple Steps, Better Air ozone campaign.

Overall Impact/Intent:

These publications, Blog, and the website educate and improve communication and cooperation between local citizens, elected officials, and local agencies related to transportation issues.

FY2022 Products:

1. Updated NFRMPO Website (*As necessary*)
2. Four (4) newsletters (*Quarterly*)
3. Website, Blog, Twitter, and Facebook updates (*As necessary*)
4. Community Remarks™ page updates (*As necessary*)
5. Air Quality outreach, including marketing purchases (*2nd Quarter 2022*)
6. Annual Outreach Evaluation (*1st Quarter 2022*)
7. Bike to Work Week events (*3rd/4th Quarter 2022*)

FY2023 Products:

1. Updated NFRMPO Website (*As necessary*)
2. Four (4) newsletters (*Quarterly*)
3. Website, Blog, Twitter, and Facebook updates (*As necessary*)
4. Community Remarks™ page updates, (*As necessary*)
5. Air Quality outreach, including marketing purchases (*2nd Quarter 2023*)
6. Annual Outreach Evaluation (*1st Quarter 2023*)
7. Bike to Work Week (*3rd/4th Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	40	0

Budget

Personnel	\$86,979	\$0
Other Direct	\$7,252	\$0
Indirect	\$41,583	\$0
TOTAL	\$135,813	\$0

Distribution

Federal

CPG (82.79%)	\$108,300	\$0
CPG match (17.21%)	\$22,513	\$0
CDPHE	\$5,000	
TOTAL	\$135,813	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$7,252	\$0
TOTAL	\$7,252	\$0

3.3 Air Quality Planning And Conformity

Objective:

This Work Task allows for collaborating with partner agencies on transportation-related air quality initiatives, programs, and requirements and the completion of transportation conformity determinations. Conformity is determined for the RTP and TIP as well as for portions of the Upper Front Range Transportation Plan and Statewide Transportation Improvement Program (STIP) within the Northern Subarea of the Ozone Nonattainment area. Conformity is redetermined for air quality significant Amendments to the RTP and/or TIP.

Method:

NFRMPO staff complete this Work Task by engaging in stakeholder processes for transportation-related air quality initiatives, completing analysis and reporting to meet any state and federal requirements related to air quality, consulting with the Interagency Consultation Group (ICG), preparing model results for air quality analysis, contributing to the development of the State Implementation Plan (SIP), completing documentation of transportation conformity, and soliciting public feedback on conformity determinations.

Overall Impact/Intent:

The purpose of this task is to ensure the NFRMPO's plans and programs conform to the SIP and meet federal and state requirements related to air quality.

FY2022 Products:

1. Participate in ICG (*Monthly*)
2. Participate in the development of the Severe Ozone SIP (*As needed*)
3. Monitor relevant federal and state legislation and regulations (*As needed*)
4. Conformity redeterminations, (*As needed*)
5. Implement state mandated GHG requirements (*As needed*)

FY2023 Products:

1. Participate in ICG (*Monthly*)
2. Monitor relevant federal and state legislation and regulations (*As needed*)
3. Implement state mandated GHG requirements (*As needed*)
4. Conformity determination for the FY2024-2027 TIP (*3rd Quarter 2023*)
5. Conformity determination for the 2050 RTP (*4th Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	20	0

Budget

Personnel	\$43,489	\$0
Other Direct	\$70,109	\$0
Indirect	\$20,791	\$0
TOTAL	\$134,390	\$0

Distribution

Federal

CPG (82.79%)	\$94,709	\$0
CPG match (17.21%)	\$19,686	\$0
CDPHE	\$20,000	\$0
TOTAL	\$134,390	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$70,109	\$0
TOTAL	\$70,109	\$0

IV. Plan Implementation

4.1 Project Assistance

Objective:

This Work Task aids local agencies and units of government in completing planning studies and implementing transportation projects and programs in the NFRMPO region and/or the State. This assistance includes providing supporting data and analysis, serving on planning and project advisory committees, or managing contracts.

Method:

NFRMPO staff provides data, analysis, and staff resources to various planning studies and projects that include local governments and State level work. This includes, but is not limited to, serving on committees for plan or project development. Staff will continue to support local planning efforts underway. Some of these studies include but are not limited to the North I-25 Corridor Traffic Data Committee, CDOT's statewide travel model, North I-25 Traffic Incident Management Plan (TIMP), and US85 TIMP.

Overall Impact/Intent:

Providing information and data allows for efficiencies in planning work across the NFRMPO region and State. Participation on committees provides direct input of data and information as well as representing the NFRMPO.

FY2022 and FY2023 Products:

1. Final documents include input and data from the NFRMPO participation (*As requested*)
2. Attendance at meetings (*As requested*)
3. Memos and other communications (*As necessary*)
4. Data and analysis provided (*As requested*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	10	0

Budget

Personnel	\$21,745	\$0
Other Direct	\$0	\$0
Indirect	\$10,396	\$0
TOTAL	\$32,140	\$0

Distribution

Federal

CPG (82.79%)	\$26,609	\$0
CPG match (17.21%)	\$5,531	\$0
TOTAL	\$32,140	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

4.2 Transportation Improvement Program (TIP)

Objective:

This Work Task prepares, amends, and documents a four-year TIP which conforms to the FAST Act and the Clean Air Act Amendments (CAAA). The TIP documentation ensures compliance with federal, state, and regional requirements regarding financial feasibility, the planning process, and Title VI compliance and EJ Analysis.

Method:

In cooperation with CDOT and local implementing agencies, the NFRMPO develops a comprehensive TIP for the NFRMPO region that includes transportation projects for all modes. The NFRMPO processes any needed TIP Amendments every other month and monthly Administrative Modifications to the adopted TIP monthly.

NFRMPO analyzes the TIP and any Amendments for compliance with Title VI and EJ requirements using GIS and the public involvement process. The NFRMPO processes TIP Amendments following the adopted policy procedures and posts them on the NFRMPO website and makes them available at the NFRMPO office during the 30-day review period. The NFRMPO posts notices of the development of the TIP on the NFRMPO website for the required 30-day public comment period. Each year, in compliance with FAST Act, the NFRMPO produces and posts the Annual List of Obligated Projects (ALOP) for the recently completed Fiscal Year by December 31.

Overall Impact/Intent:

This Work Task provides for implementation and the use of federal and state funding in compliance with federal and state requirements. This Work Task also fulfills federal requirements for urbanized areas and TMAs.

FY2022 Products:

1. FY2022 – 2025 TIP Amendments (*Bi-Monthly*)
2. Public Involvement documentation (*Bi-Monthly*)
3. EJ Analysis and documentation (*As necessary*)
4. FY2021 Annual Listing of Federally Obligated Projects (ALOP) by December 31, 2021
5. Development of the FY2023 – 2026 TIP (*2nd Quarter 2022*)

FY2023 Products:

1. FY2023 – 2026 TIP Amendments (*Bi-Monthly*)
2. Public Involvement documentation (*Bi-Monthly*)
3. EJ Analysis and documentation (*As necessary*)
4. FY2022 Annual Listing of Federally Obligated Projects (ALOP) by December 31, 2022
5. Development of the FY2024-2027 TIP (*2nd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	20	0

Budget

Personnel	\$43,489	\$0
Other Direct	\$2,174	\$0
Indirect	\$20,791	\$0
TOTAL	\$66,455	\$0

Distribution

Federal

STBG (82.79%)	\$55,018	\$0
STBG match (17.21%)	\$11,437	\$0
TOTAL	\$66,455	\$0

Other Direct

Out of State Training	\$2,000	\$0
Consultant	\$0	\$0
Other	\$174	\$0
TOTAL	\$2,174	\$0

4.3 Federal Funds Management

Objective:

This Work Task develops and manages federal funds including the Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ) funds, and the Transportation Alternatives (TA) funds.

Method:

The NFRMPO issues a Call for Projects under this Work Task. The Call for Projects process is developed with full input from the NFRMPO Planning Council and TAC and meets all federal requirements for use of the funds.

Once the process is developed and deployed, the NFRMPO Planning Council approves the selected projects, which are then incorporated into the TIP for programming. The NFRMPO maintains the federal list of projects and adjusts as funding becomes available or changes following the initial assignment of funds.

Overall Impact/Intent:

The intent of the Federal Funds Management Work Task is to facilitate a cooperative, coordinated, efficient, and timely use of the region's federal transportation resources.

FY2022 Products:

1. FY2024-2025 Call for Projects (*1st Quarter 2022*)
2. Incorporation of FY2024 and 2025 projects into the TIP (*2nd Quarter 2022*)
3. Annual review of projects (*4th Quarter 2022*)
4. Amend list of federally funded projects (*As needed*)
5. Updated funding allocations (*As needed*)

FY2023 Products:

1. Annual review of projects (*4th Quarter 2023*)
2. Amend list of federally funded projects (*As needed*)
3. Updated funding allocations (*As needed*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	10	0

Budget

Personnel	\$21,745	\$0
Other Direct	\$1,274	\$0
Indirect	\$10,396	\$0
TOTAL	\$33,414	\$0

Distribution

Federal

STBG (82.79%)	\$27,664	\$0
STBG match (17.21%)	\$5,751	\$0
TOTAL	\$33,414	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$1,274	\$0
TOTAL	\$1,274	\$0

4.4 Mobility Management

Objective:

This Work Task ensures a consistent and integrated approach to regional mobility management programs, projects, and strategies outlined in the federally mandated NFRMPO Coordinated Public Transit/Human Services Transportation Plan (Coordinated Plan). This program will work in tandem with and support the One Call/One Click Center project.

Method:

Staff implements the approved Coordinated Plan's projects and programs through the Larimer County and Weld County Mobility Committees (LCMC and WCMC). The NFRMPO will seek opportunities for additional collaboration between the two committees to improve regional mobility. Staff developed the Coordinated Public Transit/Human Services Transportation Plan, to be adopted in December 2021. Staff conducts outreach in each County through presentations and individual meetings with the goal of providing information regarding Coordinated Plan programs, One Call/One Click Center project, and transit services in the North Front Range area. This includes the implementation of a One Call/One Click Center in Larimer and Weld counties. Staff participates in committees, conferences, studies, and meetings that relate to mobility management or regional and/or state transit issues. Examples include the Colorado Mobility and Action Coalition (CMAC), CASTA conferences, Mobility and Access Priority Group/Senior Transportation Coalition (STC), and others. Staff also supports Mobility Committee member agencies through production and distribution of outreach materials and responds to information requests from member governments, other agencies, and individuals regarding transit information.

Overall Impact/Intent:

The intent of the Mobility Management Program is improvement of transportation services in the North Front Range region for medical, employment, and other destinations particularly for seniors, people with disabilities, veterans, and low-income individuals. This task also helps to coordinate with and provide technical assistance to human service-related transportation programs and services to enhance service and maximize available resources.

FY2022 Products

1. Adoption of the 2021 Coordinated Public Transit/Human Services Transportation Plan (*1st Quarter 2022*)
2. Larimer County and Weld County Mobility Committees (*Bi-Monthly*)
3. Quarterly and Annual Reports to CDOT (*Quarterly*)
4. Outreach materials, including Rider's Guides and MM program brochure (*On-going*)
5. Quarterly Mobility Management Newsletter (*Quarterly*)
6. Public Outreach Events (*On-going*)
7. 60+ Ride Volunteer Driver Program support (*On-going*)
8. Bustang Travel Trainings (*On-going*)
9. Education and Information through RideNoCo social media accounts (*On-going*)
10. Subrecipient Van Administrative Support (*On-going*)
11. Travel Training Program with local agency partners (*On-going*)
12. Public Outreach Events (*On-going*)
13. Maintenance of RideNoCo website containing transportation resources (*As necessary*)

FY2023 Products:

1. Implementation of 2021 Coordinated Public Transit/Human Services Transportation Plan (*On-going*)
2. Larimer County and Weld County Mobility Committees (*Bi-Monthly*)
3. Quarterly and Annual Reports to CDOT (*Quarterly*)
4. Outreach materials, including Rider's Guides and MM program brochure (*On-going*)
5. Quarterly Mobility Management Newsletter (*Quarterly*)
6. Public Outreach Events (*On-going*)
7. 60+ Ride Volunteer Driver Program support (*On-going*)
8. Bustang Travel Trainings (*On-going*)
9. Education and Information through RideNoCo social media accounts (*On-going*)
10. Subrecipient Van Administrative Support (*On-going*)
11. Travel Training Program with local agency partners (*On-going*)
12. Public Outreach Events (*On-going*)
13. Maintenance of RideNoCo website containing transportation resources (*As necessary*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	45	0

Budget

Personnel	\$36,827	\$0
Other Direct	\$17,518	\$0
Indirect	\$46,780	\$0
TOTAL	\$101,126	\$0

Distribution

Federal

5310 Small Urban (80.0%)	\$27,000	\$0
5310 match (20.0%)	\$6,750	\$0
5310 Non Urban (80.0%)	\$27,000	\$0
5310 match (20.0%)	\$6,750	\$0
FC MM (80.0%)	\$26,901	\$0
FC MM match (20.0%)	\$6,725	\$0
TOTAL	\$101,126	\$0

Other Direct

Out of State Training	\$9,477	\$0
Consultant	\$5,715	\$0
Other	\$2,326	\$0
TOTAL	\$17,518	\$0

4.5 One Call/One Click Center (RideNoCo)

Objective:

This Work Task supports the implementation of the One Call/One Click Center project, coordinating rides for human service, volunteer, and transit agencies in Larimer and Weld counties. This project was initially identified in the 2017 Coordinated Public Transit/Human Services Transportation Plan (Coordinated Plan).

Method:

Mobility Manager and staff implement the One Call/One Click Center project first identified in the 2017 Coordinated Plan through the management of a Call Center and website containing information on available transportation options in Larimer and Weld counties. The capabilities of the website and center will increase through the purchase of software and the hiring of staff to support the One Call/One Click Center and Mobility Program. The Mobility Manager meets with stakeholders, including riders, providers, and local government officials; manages the purchase and implementation of new software; leads projects to market the program; and provide assistance to individuals in need of transportation. The NFRMPO will purchase trip discovery software, trip dispatch software, and implement a staff training program to use this new technology.

Overall Impact/Intent:

The intent of the One Call/One Click Program is to coordinate transportation services within the North Front Range planning area as well the entirety of Larimer and Weld counties for medical, employment, and other destinations particularly for seniors, people with disabilities, veterans, and low-income individuals. This service will connect individuals in need of a ride with the most appropriate and affordable options.

FY2022 Products:

1. Procure Trip Discovery Software (*1st Quarter 2022*)
2. Install Trip Discovery Software (*2nd Quarter 2022*)
3. Procure Trip Dispatch Software (*1st Quarter 2022*)
4. Install Trip Dispatch Software (*2nd Quarter 2022*)
5. Finance Committee Reports (*Quarterly*)

FY2023 Products:

1. Update or Expand Trip Discovery Software (*On-going as needed*)
2. Update or Expand Trip Dispatch Software (*On-going as needed*)
3. Finance Committee Reports (*Quarterly*)
4. One Call/One Click Center Operational Sustainability Plan (*2nd Quarter 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	78	0

Budget

Personnel	\$123,799	\$0
Other Direct	\$74,883	\$0
Indirect	\$81,086	\$0
TOTAL	\$279,768	\$0

Distribution

State

MMOF (50.0%)	\$139,884	\$0
MMOF match (50.0%)	\$139,884	\$0
TOTAL	\$279,768	\$0

Other Direct

Out of State Training	\$2,000	\$0
Consultant	\$0	\$0
Other	\$72,883	\$0
TOTAL	\$74,883	\$0

V. Administration

5.1 Program Management

Objective:

This Work Task conducts those activities necessary for the efficient operation of NFRMPO and its Committees. This Task provides the financial management and oversight of the NFRMPO expenditures and revenues as required by the Council and federal and state regulations. This Task also documents work accomplished and funds expended to ensure such expenditures conform to the appropriate regulations.

Method:

The NFRMPO conducts this Work Task in accordance with the adopted Articles of Association, its Project Agreements with CDOT and with the Memorandum of Understanding Responsibilities between NFRMPO and CDOT; a Letter of Agreement between NFRMPO and the City of Fort Collins; grant agreement awards between NFRMPO and CDOT and FTA.

NFRMPO carries out financial transactions in accordance with Planning Council adopted procedures and approved accounting standards. NFRMPO prepares quarterly financial statements for Finance Committee recommendation for Planning Council approval. NFRMPO prepares and files quarterly and annual tax filings and reviews unemployment reports as required.

NFRMPO carries out grant and contracts management including policies, procedures, compliance and data and records management through the grant close-out process. NFRMPO ensures compliance with the general and special grant provisions and all applicable federal statutes, regulations and guidelines. NFRMPO develops and maintains proposals, invoices, expenditure approvals, and other documents related to grant and contract expenditures. NFRMPO prepares reimbursement requests and progress reports for appropriate agencies. Federal and state requirements followed include grant specific requirements, relevant federal regulations and Title 2, U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance.)

NFRMPO prepares and submits billings to CDOT and Local Agencies. NFRMPO contracts with auditors to conduct annual audits to determine the fiscal integrity of financial transactions and compliance with laws, regulations, and administrative requirements. Staff provides copies of the audits to the Colorado State Auditor's Office, CDOT, Colorado Department of Local Affairs (DOLA) - Division of Local Governments, and Federal Agency Data Collection.

Overall Impact/Intent:

This Work Task ensures the transportation planning process for the NFRMPO is comprehensive, coordinated, and continuing meeting all state and federal requirements. It also accounts for all activities and expenditures.

FY2022 and FY2023 Products:

1. Monthly financial records and quarterly and year-end financial statements
2. Annual audit and quarterly and annual tax filings (*Audit 1st and 2nd Quarters 2022 and 2023*)
3. Quarterly and annual petty cash oversight
4. CIRSA annual application, CIRSA insurance reporting (*1st Quarter 2022 and 2023*)
5. Required oversight of employee payroll and pension benefits (*On-going*)

6. Required oversight and review of accounts payable and expenses (*On-going*)
7. Quarterly investment and cash management reports
8. Contracts, vouchers, and procurement agreements, and requests for proposals (*As needed*)
9. Annual indirect cost allocation plan (*3rd Quarter 2022 and 2023*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	58	58

This Work Task and its Products are funding through Indirect Costs.

5.2 Grant Reporting and Management

Objective:

This Task completes the mid-year review financial and budget report. It also completes all the necessary scope updates and final submissions of grants prior to receiving funding for grants as well as the follow up paperwork necessary prior to receiving the payment.

Method:

NFRMPO carries out grant and contracts management including policies, procedures, compliance, and data and records management through the grant close-out process. NFRMPO ensures compliance with the general and special grant provisions and all applicable federal statutes, regulations, and guidelines. NFRMPO develops and maintains proposals, invoices, expenditure approvals, and other documents related to grant and contract expenditures. NFRMPO prepares progress reports for appropriate agencies. Follows federal and state requirements including grant specific requirements, relevant federal regulations and Title 2, U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance.); applicable statutory and administrative provisions.

Following CDOT, FTA and FHWA policies, the NFRMPO will submit the necessary reports and documents.

Overall Impact/Intent:

This Work Task completes all the grant reporting and grant management tasks required to remain compliant for CDOT, FHWA, and FTA.

FY2022 and FY2023 Products:

1. Mid-year Review Report and Budget update (*2nd Quarter 2022 and 2023*)
2. Year-End Budget Report (*1st Quarter 2022 and 2023*)
3. Grant Review including monthly billing (*Monthly*)
4. Title VI Reporting (*As required*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	9	0

Budget

Personnel	\$19,570	\$0
Other Direct	\$0	\$0
Indirect	\$9,357	\$0
TOTAL	\$28,927	\$0

Distribution

Federal

CPG (82.79%)	\$23,949	\$0
CPG match (17.21%)	\$4,978	\$0
TOTAL	\$28,927	\$0

Other Direct

Out of State Training	\$0	\$0
Consultant	\$0	\$0
Other	\$0	\$0
TOTAL	\$0	\$0

5.3 Human Resources/IT

Objective:

This Task manages the NFRMPO human resources functions and implements employment policies for the NFRMPO staff. This Task also provides for the creation, management, and confidentiality of the NFRMPO human resource records. This Work Task also oversees the IT consultant and completes IT inventory and replacement.

Method:

Using established and newly created policies and forms, the NFRMPO completes all federal, state, local and insurance forms required to hire, process, provide benefits including unemployment, or terminate an employee. The NFRMPO also completes the annual CIRSA audit to maintain the agency's eligibility for insurance coverage for all activities of the NFRMPO. This Task also identifies and monitors necessary staff training.

NFRMPO staff completes research and equipment orders. Provides one source of contact with IT consultant to minimize the agency downtime.

Overall Impact/Intent:

This Work Task provides for the essential human resources functions for the NFRMPO staff according to federal and Colorado state laws. Maintained IT equipment is readily available and in good working order for staff use.

FY2022 and FY2023 Products:

1. Job Postings (*As needed*)
2. New hire paperwork (*As needed*)
3. Separation paperwork (*As needed*)
4. Benefits education and management (*On-going*)
5. CIRSA Training and Audit paperwork (*Quarterly*)
6. Miscellaneous NFRMPO correspondence (*As needed*)
7. IT inventory and equipment replacements (*As needed*)

	<u>FY2022</u>	<u>FY2023</u>
PERSON/WEEKS:	58	58

This Work Task and its Products are funded through Indirect Costs.

Appendix A: VanGo™ Work Tasks

1) Vanpool Services

The VanGo™ program operates a fleet of 7-8 passenger minivans that connect Northern Colorado residents to jobs throughout the region and the Denver Metropolitan area. The NFRMPO maintains contractual relationships with the City of Fort Collins, the City of Greeley, the City of Loveland, and various fleet-related businesses (auto dealers, car washes, and gas stations, auto-body shops) to provide a safe, cost-effective ridesharing option.

The passengers of the program pay a monthly fare based on their pick-up and drop-off locations. The fare is derived based on zones to cover the operating expenses of the program (fuel, insurance, maintenance). All volunteer drivers in the program are required to pass an online driver safety test and maintain a clean driving record; staff monitors records through periodic motor vehicle background checks. Each van has a coordinator that records the mileage and passengers and reports back to the NFRMPO monthly for NTD reporting to FTA that funds future vehicles purchases.

The program currently serves commuters to the Denver Metropolitan area and Boulder. The VanGo™ program is funded through monthly fares and federal-funding exchanged with the City of Fort Collins directly related to the number of miles saved (passenger miles) through this ridesharing program.

2) VanGo™ Billing and Outreach

The NFRMPO staff bill customers monthly for either a full or part time fare on the 20th of each month – due on the 1st. Any invoice not paid by the 5th is charged a late fee. The NFRMPO discounts the fare for vanpool coordinators. The NFRMPO also manages subsidies provided by the City of Boulder, Boulder County and Colorado University.

In May of 2019, the State of Colorado passed HB19-1261, Climate Action Plan to Reduce Pollution. From this legislation, the State is developing a mandatory Employer Trip Reduction program. This mandate will require employers of a certain size to reduce single occupant vehicles traveling to their work sites. The VanGo™ program plays a role in helping employer reach the mandates goals. The NFRMPO region is dedicated to improving transportation system efficiency while minimizing transportation-related fuel consumption and air pollution. For workers who are unable to drive, VanGo™ provides the essential commute trip in a safe, reliable, and economical manner.

3) Vehicle Acquisition and Management

The NFRMPO develops a procurement spreadsheet that details the specifications for the vanpool vehicles and distributes it to eligible bidders as part of the request for bids. The NFRMPO receives the bids and then analyzes the safety ratings, fuel efficiency and lifetime operating costs to select the most cost-efficient passenger vehicle that can carry a minimum of seven passengers.

4) VanGo™ Grant Management

NFRMPO staff manages the Colorado Department of Transportation grants via the COTRAMS website. Grant management includes budget revisions, submittal of new grants, required plans and documents, and vehicle inventory, and close-out procedures for completed grants.

When FTA vans are sold for more than \$5,000 the value must be returned to FTA after proper accounting and used for the benefit of the VanGo™ program.

FTA and CDOT grant reporting ensures that the NFRMPO is in compliance with receiving FTA and CDOT financial assistance, and that FTA/CDOT funds are used in accordance with specific rules and regulations.

5) VanGo™ Grant Reporting

VanGo™ mileage log and ridership activity data is collected and analyzed to provide monthly reports to NTD. Each report consists of Vehicle Miles Traveled (VMT), Passenger Miles Traveled (PMT), Unlinked Passenger Trips (UPT) and Revenue Vehicle Hours (RVH). A separate monthly safety report is also submitted.

The annual NTD report consists of the same data as noted above, and includes vehicle inventory, financial data, and energy (fuel) consumption, number of employees, maintenance performance, and Federal Funding Allocation demographic data.

FTA grant reporting ensures that the NFRMPO is in compliance and able to receive FTA financial assistance, and that FTA funds are used in accordance with specific rules and regulations; and the NTD reporting provides the necessary federal capital funds to acquire vehicles to continue and expand the VanGo™ Program.

Appendix B: Local Agency Work Tasks

Greeley Multimodal Transportation Plan

Objective:

This Work Task will create a multimodal transportation plan for the City of Greeley, including a Transit Master Plan. The final transportation plan(s) will articulate Greeley's vision and serve as a multimodal roadmap for transportation investments and strategies within the City.

Method:

This Work Task will be managed by City of Greeley staff. The Multimodal Transportation Plan production process would incorporate input from City departments including Parks and Recreation, Community Development, and Public Works to help gain cross-departmental knowledge and buy-in. Public input will be gathered with open houses, focus groups, pop-up events, surveys, and online feedback opportunities. The Multimodal Transportation Plan will include a thorough existing conditions summary of demographic indicators, land use, transportation, environment, economy, existing mode share, policy and plan review, and infrastructure. This information will help reveal improvement opportunity areas and inform anticipated future conditions relating to growth and travel trends. The result would be a concrete set of goals and objectives for the future. From there the plan will analyze future scenarios and identify key projects and triggers for those transportation investments that are in line with the vision of the plan.

Overall Impact/Intent:

The Multimodal Transportation Plan will identify key projects and investments needed within the City, including integration of the roadway, transit, and non-motorized systems. This will be undertaken through an extensive outreach effort, creating a well-informed and community-supported Plan.

FY2022 PRODUCTS:

1. Outreach (*On-going*)
2. Draft Greeley Multimodal Transportation Plan (*2nd Quarter 2022*)
3. Final Greeley Multimodal Transportation Plan (*3rd Quarter 2022*)

	<u>FY2022</u>
PERSON/WEEKS:	0

Budget

Personnel	\$0
Other Direct	\$650,000
Indirect	\$0
TOTAL	\$650,000

Distribution

State	
MMOF (50.0%)	\$325,000
MMOF match (50.0%)	\$325,000
TOTAL	\$650,000

Other Direct

Out of State Training	\$0
Consultant	\$650,000
Other	\$0
TOTAL	\$650,000

Evans Transportation Master Plan

Objective:

This Work Task will create a Multimodal Transportation Master Plan for the City of Evans, including a Transit Master Plan. The final Transportation Master Plan(s) will articulate Evan's vision and serve as a multimodal roadmap for transportation investments and strategies within the City and the surrounding communities as the City will be coordinating with Greeley as they are also preparing a Transportation Master Plan.

Method:

This Task will be managed by City of Evans staff. The Transportation Master Plan production process will incorporate input from City departments including Parks and Recreation, Community Development, Engineering and Public Works to help gain cross-departmental knowledge and buy-in. Public input will be gathered with open houses, focus groups, pop-up events, surveys and social media along with other online feedback opportunities. The Multimodal Transportation Master Plan will include a thorough existing conditions summary of demographic indicators, land use, transportation, environment, economy, existing mode share, policy and plan review, and infrastructure. This information will help reveal improvement opportunity areas and inform anticipated future conditions relating to growth and travel trends. The result will be a realistic set of goals and objectives for the future. From there the plan will analyze future scenarios and identify key projects and triggers for those transportation investments that are in line with the vision of the plan.

Overall Impact/Intent:

The Multimodal Transportation Master Plan will identify key projects and investments needed within the City, including integration of the roadway, transit, and non-motorized systems. This will be undertaken through an extensive outreach effort, creating a well-informed and community-supported Plan.

FY2022 Products:

1. Outreach (On-going)
2. Draft Evans Multimodal Transportation Plan (*1st Quarter 2022*)
3. Final Evans Multimodal Transportation Plan (*2nd Quarter 2022*)

	<u>FY2022</u>
PERSON/WEEKS:	0

Budget

Personnel	\$0
Other Direct	\$168,000
Indirect	\$0
TOTAL	\$650,000

Distribution

State	
MMOF (89.3%)	\$150,000
MMOF match (10.7%)	\$18,000
TOTAL	\$168,000

Other Direct

Out of State Training	\$0
Consultant	\$168,000
Other	\$0
TOTAL	\$168,000

Appendix C: CDOT Work Tasks

Division of Transportation Development (DTD) and Division of Transit and Rail (DTR) FY2022 Work Program Highlights

DTD: MULTIMODAL PLANNING BRANCH

Statewide and Regional Planning

2045 Statewide Plan

- Conduct a lessons learned exercise to identify areas of strength and opportunities in anticipation of the 2050 Statewide Transportation Plan. Those interviewed will be FHWA, FTA, MPOs, TPRs, CDOT HQ and Regional Planners, and CDOT Executive Management.

MPO and Regional Planning

MPO Planning

- Provide oversight of MPO planning processes, as delegated by FHWA. Conduct stakeholder outreach and education activities. Coordinate with MPOs and CDOT Regions on TIP and Plan amendments, and with DAF and DTR on processing of TIP amendments. Facilitate TIP approval processes. Monitor air quality conformity processes and coordinate air quality planning activities with the Environmental Programs Branch (EPB), MPO, and Regional Air Quality Council (RAQC).

Rural Planning

- Provide oversight of rural planning processes. Conduct stakeholder outreach and education activities. Coordinate with TPRs and CDOT Regions.

Freight Planning

National Highway Freight Program

- An internal CDOT call for FY 2021 projects has been initiated for the National Highway Freight Program on February 10, 2021, and is anticipated funds will be awarded to the CDOT Regions in fall of 2021. CDOT Regions will work with their Planning Partners regarding project ideas.

Colorado Freight Plan Update FY 2023

- The Colorado Freight Plan provides short-term actions and long-term guidance for CDOT, public agency and private industry partners, and members of the Colorado Freight Advisory Council and CDOT's Planning Partners. This plan is focused on furthering market opportunities for freight-reliant businesses in Colorado by improving mobility and efficiency, by addressing critical near term needs and issues, by enhancing economic competitiveness, and by aligning resources and planning processes. Statewide Freight planning in Colorado is conducted to meet federal requirements and position CDOT to improve goods movement on the system in a focused and deliberate manner. The Colorado Freight Plan was approved by FHWA as a FAST Act compliant plan in March 2019. An update to this plan is anticipated to initiate sometime in FY 2023.

Truck Parking

- This effort is to build upon all the good work and outcomes from the Truck Parking Phase 1 project, and other truck parking planning and outreach activities. The purpose of this project is to make a substantial impact on addressing the needs and challenges associated with the lack of safe and convenient truck parking in Colorado via public private partnerships (P3s); therefore, CDOT desires the identification of: challenges and issues of forming a P3, legal or regulatory obstacles, a list of critical criteria and factors for a viable public private partnership, applicable best practices from other states, and development of a list of short- and long-term P3 strategies.

Inland Port Study

- The purpose of this project is to identify the viability of an inland port in Colorado and to estimate the scope of the development opportunity, the scale of its net benefits, the requirements and participants necessary to bring benefits to fruition, the effects on the transportation system and its constituencies, and the possible roles for Colorado DOT. The study should help stakeholders coalesce around a shared understanding of the realm of possibilities and the necessary steps to take, as warranted. The study will include researching examples of best practices in other states that have inland ports, and their methods of stakeholder engagement, and determining the various roles and responsibilities of all involved parties.

Planning/Policy Research Analysis

Transportation Energy and Alt Fuels

- Coordinate energy-related activities with Environmental Programs Branch (EPB), Office of Advanced Mobility, and with other parts of the department, and with CEO, RAQC, planning partners and other related stakeholders, such as the National Renewable Energy Laboratory (NREL). Administer the Alt Fuels Colorado Program in conjunction with the Colorado Energy Office (CEO) and Regional Air Quality Council (RAQC).

Bicycle and Pedestrian Planning

High Demand Bicycle Corridors

- Continue developing the final purpose statement that provides for the implementation of specific Levels of Service such as the Bicycle Level of Service and the Maintenance Level of Service. This includes doing specific condition inventory on the corridors such as identifying elevation changes (cracks), shoulder widths, drop offs, striping conditions as identified by maintenance. Once finalized, work with regions to understand the corridors and develop strategies for improvements.

Conduct Engineering and Planning Classes

- As a requirement of PD1602.1, all CDOT engineers are required to attend Bicycle and Pedestrian Facility design classes at least once every five years. Look at revamping the training structure to focus on specific issues and present in 2- or 3- hour class formats.

Revise Roadway Design Guide

- Partner with CDOT's Project Development team and a consultant to facilitate meetings, establish outline, and write a new CDOT Roadway Design Guide that incorporates all modes, context sensitive design and performance based practical design techniques. The FY20 work program included funds to develop Step One -- which involves research of other guides, workshops with each of the regions, and creating an outline for the Guide. Once completed, we will move to Step Two, which involves utilizing the outline to write the Roadway Design Guide.

DIVISION OF TRANSIT & RAIL UPDATES:

Interregional Bus Services:

- <https://www.codot.gov/projects/intercityregionalbusnetworkstudy/busstudyoverview.html>
- Continued participation in the FLEX services between/among Fort Collins, Loveland, Longmont, and Boulder. Continued delivery of Bustang between/among Fort Collins, Loveland, and Denver. Consideration of expanded or new Bustang service locations, including Kendall Parkway location as a replacement for the current US34 / I-25 park-and-ride, and including consideration of a stop near SH 119.
- Continued participation in the Poudre Express bus service between Greeley, Windsor, and Fort Collins.
- Expansion of Rural Regional bus services between Sterling, Fort Morgan, and Greeley.
- Expansion of Interregional Bus services between Greeley and Denver.
- Consideration of other expanded seasonal Interregional and Rural Regional bus services, such as Estes Park and other recreational destinations.

Transit Development Program:

- Development of a comprehensive inventory and priority program of transit and rail investment needs across the state, including capital and operational projects, based upon agency and stakeholder input through transportation planning processes. This is currently a part of the 10-year pipeline of projects created in the 2045 Transportation and Transit Plans approved in August 2020.

Transit Asset Management - Performance Based Planning:

- <https://www.transit.dot.gov/TAM>
- Development and collection of a comprehensive statewide transit asset inventory and development of asset condition and planning analysis tools to support smart CDOT funding decisions and to assist transit agencies develop and implement sound asset management principles.
- Transit asset inventories are currently being updated for the RY2020 NTD reporting which will also feed into inventory updates in preparation for the update of the 2018 State Transit Asset Management Plan. This Plan covers asset inventories for small transit agencies, and for medium agencies that opt in to joining the State Plan.

2045 Statewide Transit Plan and Regional Transit Plans:

- <https://www.codot.gov/programs/your-transportation-priorities/statewide-transit-plan>
- 2045 Statewide Transit Plan and ten Coordinated Public Transit- Human Services Transportation Plans, also known as the Regional Transit Plans, for each of the rural Transit Planning Regions (TPRs) were completed and approved in August 2020.
- The plans identify local, regional, intercity, and statewide transit needs and priorities primarily for the next ten years, with a snapshot for the next 25 years. The Plan provides the foundation for CDOT to develop and implement policies and strategies for funding existing and enhanced transit services throughout the state. It is a guide for how the state and other transit-related organizations invest public dollars in transit services, fleet(s) and/or equipment, and facilities.
- Currently DTR is using the “10-year pipeline” of MPO- and TPR-prioritized transit projects to track transit needs and to proposed projects for funding when such funding becomes available. DTR plans to consult TPRs and MPOs on a regular basis to update the priorities.

2022 State Freight and Passenger Rail Plan

- <https://www.codot.gov/programs/transitandrail/plans-studies-reports/colorado-freight-and-passenger-rail-plan>
- This Plan will update the 2018 Plan and will fulfill Colorado’s requirements to FRA. Northern Colorado contains several major and short line railroads and will likely be consulted in the development of the 2022 Plan.

Front Range Passenger Rail

- <https://www.frontrangepassengerrail.com/>
- <https://www.codot.gov/about/southwest-chief-commission-front-range-passenger-rail>
- Efforts of the Southwest Chief and Front Range Passenger Rail Commission—which is separate from but supported by CDOT—continue, and have direct impact to Northern Colorado.

Appendix D: Budget Amendments

Table 3: FY2022 Budget Amendments

Funding Source	As Adopted	Amendment 1	Amendment 2	Amendment 3	Cumulative
CPG	\$721,473	\$46,656	\$0		
STP	\$459,918	\$0	\$0		
SPR	\$77,000	\$43,000	\$0		
FTA 5310	\$54,000	\$0	\$0		
CDPHE	\$25,000	\$0	\$0		
FC MM	\$26,901	\$0	\$0		
MMOF	\$264,884	\$0	\$250,000		
Local	\$532,531	\$0	\$0		
MPO Total	\$2,161,707	\$88,656	\$250,000		

Funding Source	As Adopted	Amendment 1	Amendment 2	Amendment 3	Cumulative
MMOF	\$475,000	\$0			
Local	\$343,000	\$0			
Transit Total	\$818,000	\$0			

Amendment #1 increases the MPO budget by \$88,656.

Amendment #2 increases the MPO budget by \$250,000.

Budget amendments are made as needed. The NFRMPO does not anticipate more than three amendments during FY2022.

Appendix E: USDOT Approval



U.S. Department
of Transportation

Federal Highway Administration

[Colorado Division](#)

12300 W Dakota Ave, Suite 180
Lakewood, CO 80228
720.963.3000 – Phone
720.963.3001 – Fax

Federal Transit Administration

[Region 8](#)

1961 Stout St, Ste 13301
Denver, CO 80294-3007
303.362.2400 – Phone
303.362.2424 – Fax

September 29, 2021

Shoshana Lew
Executive Director
Colorado Department of Transportation
2829 W. Howard Place
Denver, CO 80204

Attn: Rebecca White
Director, Division of Transportation Development

Subject: FY 2022 Unified Planning Work Program (UPWP) Approvals

Dear Director Lew:

The Colorado Department of Transportation (CDOT) has requested the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) approve the funding and work activities in the FY 2022 program year of the FY 2022-23 UPWPs for the four Metropolitan Planning Organizations (MPOs) listed below:

- Denver Regional Council of Governments (DRCOG)
- Grand Valley Metropolitan Planning Organization (GVMPO)
- North Front Range Metropolitan Planning Organization (NFRMPO)
- Pikes Peak Area Council of Governments (PPACG)

The FHWA and FTA have reviewed the four MPO's FY 2022 UPWPs and hereby determine that they substantially meet the requirements of 23 CFR (Code of Federal Regulations) 450.308 and FTA Circular 8100.1D (as applicable). The work program activities must be eligible under 23 USC 134 and 135 and administered in accordance with the provisions of 23 CFR sections 420 and 450, and 2 CFR 200. Amendments to the FY 2022-23 UPWPs are subject to the approval provisions of 2 CFR 200.308. MPO UPWP Annual Reports are due by December 31 of each year.

FHWA and FTA have provided three lists following this approval letter of: 1) Required Changes that each MPO must address in future 2022 UPWP Amendments and/or next UPWP, 2) Areas of Concern, and 3) General Reminders and Process Improvement Recommendations.

CDOT is responsible for requesting FTA 5305(d) funds be transferred to FHWA to be administered as part of the Consolidated Planning Grant (CPG). CDOT must obtain grant approval from FHWA prior to drawing down FY 2022 CPG funds. In-kind donations are permissible as local match for CPG funds and must adhere to the procedures detailed within CDOT/FHWA In-Kind Guidance Manual for Non-Infrastructure Projects.


By way of this letter, FHWA hereby waives the requirement (23 CFR 420.117 (e)) that all reports prepared with FHWA planning funds receive approval prior to publication. However, these reports must contain appropriate credit references and disclaimer statements.

If you have any questions, please contact Bill Haas at (720) 963-3016 or Tracey MacDonald at (303) 362-2386.

Sincerely yours,


CINDY ELISE
TERWILLIGER

Cindy Terwilliger
Regional Administrator
FTA Region 8

 Digitally signed by CINDY ELISE
TERWILLIGER
Date: 2021.09.30 10:44:08 -06'00'

JOHN MARTIN
CATER

John M. Cater, PE
Division Administrator
FHWA Colorado Division

 Digitally signed by JOHN
MARTIN CATER
Date: 2021.09.29 15:06:42
-06'00'

cc:

Mr. Doug Rex, DRCOG

Mr. Andrew Gunning, PPACG

Ms. Suzette Mallette, NFRMPO

Ms. Dana Brosig, GVMPO

Ms. Marissa Gaughan, CDOT DTD

Mr. Aaron Willis, CDOT DTD

Required Changes for any 2022 UPWP Amendment and/or Next UPWP

NFRMPO

1. The Transportation Performance Management regulation pertaining to the performance cycle beginning on January 1, 2022 now requires all MPOs with a population greater than 200,000 and meets the criteria listed in 23 CFR 490.105(f)(5)(ii) to develop 2- and 4-year targets in unison with CDOT for the CMAQ Traffic Congestion measures. This requirement now applies to NFRMPO.

All MPOs

1. Per FTA Circular 8100.1D (p.II-4, item 4f) “the UPWP should also clearly identify any incomplete work elements or activities financed with Federal planning assistance awarded in previous fiscal years as carryover activities, irrespective of the funding source.”
 - UPWPs should address the following, as required by this section:
 - Include any incomplete work elements or activities and carryover funds into the UPWP.
2. Per 23 CFR 450.316(a), the MPO shall develop and use a documented participation plan that defines a process for providing partners and the public with reasonable opportunities to be involved in the metropolitan transportation planning process.
 - Future UPWPs should make the UPWP available for public comment in a more transparent manner.

Areas of Concern

1. Projects selected or utilized by MPOs using federal funds (CMAQ, STBG, HSIP, Transportation Alternatives and Metro Planning) continue to maintain large unobligated balances and the funds are subject to lapse. We will engage CDOT and the MPOs to identify ways to get funds obligated sooner and to develop a plan to work with project sponsors who are unable to advance a project.
2. UPWPs must transparently account for all sources of funding, sponsors of projects, and share percentage. The total disclosure of federal funding sources, non-federal funding sources (local projects), the agency source of non-Federal local match, and any carryover from previous UPWPs is required.
3. The MPOs are required, by state law, to address the modeling, planning, financial decisions, and project strategies of the Green House Gas (GHG) rule. While this state mandate is a priority, we remind the MPOs that Federal Planning dollars (CPG) are for use to accomplish the federal planning objectives.
4. The new requirements of the state GHG rule will require MPOs to provide financial resources and staffing capabilities to improve the travel modeling state of practice.

General Reminders and Process Improvement Recommendations

1. MPOs and CDOT must give priority consideration to any Planning Emphasis Areas in their UPWPs when they are released by FHWA/FTA. Further details and expectations will be provided in a memo by the FHWA and FTA Administrators at the time of the announcement, expected to be Fall/Winter 2021.
2. Per 49 CFR part 625 Transit Asset Management (TAM) Plans shall be updated at least every four years. The first plans were completed by October 2018 and updated plans are due by September 30, 2022.
3. Each MPO must include a description of how UPWP project progression is tracked and where information is documented. Typically, MPOs provide progress reports in the Mid-year and End of Year Reports. There is no reason these documents should not be available to the public.
4. An inactive project is defined in 23 CFR 630.106(a)(5), for which no expenditures have been charged against federal funds for the past twelve months. FHWA has the authority to de-obligate inactive projects. We will continue to engage CDOT, MPOs, and project sponsors to address the inactive projects in Colorado.
5. We will work with CDOT and the MPOs to minimize the amount of CPG carryover contained in UPWPs.
6. Locally administered projects using federal funding continue to be a concern to FHWA. We expect MPOs to seek ways to assist local agencies to deliver these projects.
7. When projects are selected based on overmatch, CDOT often bills FHWA the maximum pro-rata share eligible, not the actual/proportional share agreed to by the MPO, and this must not continue.
8. FHWA/FTA are aware that some project sponsors occasionally inflate the amount of overmatch to move specific projects higher on an MPO project selection priority list, but later recant on the overmatch amount, citing lack of funds. Projects authorized and reimbursed at the actual ratio of Federal to non-federal funds will reduce/eliminate inflated overmatch. Any cost/project savings will be applied based on the proportional share of Federal and non-Federal funds authorized for the project.
9. All activities funded through the CPG shall be administered in accordance with the provisions of 2 CFR 200 and 23 CFR 420. The 2 CFR 200 task-based Period of Performance beginning and end dates provision and the CDOT led sub-recipient risk assessment process must be met. Any necessary amendments to the FY 2021 UPWP must adhere to the requirements of 2 CFR 200.308 and are subject to the provisions described in the CDOT MPO Operating Manual. Work program activities must be eligible under 23 USC 134 and 23 CFR 450.

10. The FAST Act transportation performance management (TPM) rulemaking (23 CFR 490) is now complete. We expect the MPOs to monitor the TPM requirements, address TPM in project selection and report on progress meeting TMP targets, as well as adjust any tasks or activities in the UPWPs to meet TPM requirements.
11. FHWA/FTA expect to see activities and tasks related to Certification Review or other MPO review findings in the UPWP, to the maximum extent practicable, to promote timely implementation of the findings. Implementation status of findings is expected to be summarized and discussed regularly at MPO coordination meetings.
12. MPOs are required to adhere to all contractual agreements and submit reimbursement requests monthly.
13. MPOs are required to be consistent with Federal and State of Colorado Travel Guidelines.
14. The UPWP needs to contain signed certifications for Title VI Assurance (49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation) and a Restrictions on Lobbying statement (31 USC 1352 - Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions).
15. The use of third-party in-kind contributions for FHWA funded projects must be approved in advance by the FHWA Colorado Division.

Appendix F: NFRMPO Resolutions and Certifications

RESOLUTION NO. 2021-12
OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
APPROVING THE FY2022-2023 UNIFIED PLANNING WORK PROGRAM (UPWP) TASKS AND FY2022
BUDGET

WHEREAS, the North Front Range Transportation & Air Quality Planning Council maintains a fiscally responsible budget in compliance with Federal regulations required and developed through the “3C” transportation planning process of a Unified Planning Work Program (UPWP) describing the transportation planning activities of the MPO region; and

WHEREAS, the North Front Range Transportation & Air Quality Planning Council has prepared a FY2022 and FY2023 UPWP with a FY2022 Budget that identifies the work elements, tasks, and direct expenses associated with the budget; and

WHEREAS, the budget includes funding for the VanGo™ vanpool program that is self-sufficient through fares and other funding sources; and

WHEREAS, the UPWP and budget have been constructed to allocate expenses as direct to a program where possible to reduce the indirect rate while more accurately reflecting true program costs; and

WHEREAS, the FY2022-2023 UPWP has continued the trend to reduce the use of Surface Transportation Block Grant Program (STBGP) funds for planning to allow for more construction funds; and

WHEREAS, the NFRMPO has budgeted a federal fund total of \$2,161,707, which includes STBG (\$555,523); CPG (\$873,290); SPR (\$77,000); Fort Collins Mobility Management (\$33,626); FTA 5310 (\$67,500); VanGo™ Reserve (\$529,768); and CDPHE (\$25k). The required match for each funding source is also identified by each funding source.

WHEREAS, the NFRMPO has budgeted \$1,127,568 for VanGo™ operation including \$167,524 in fares; \$508,886 in Fort Collins sales tax funds (exchanged for FTA \$5307); \$80,000 in van sales, and \$461,158 in COVID relief funds.

NOW, THEREFORE, BE IT RESOLVED the North Front Range Transportation & Air Quality Planning Council hereby approves the FY2022-2023 Unified Planning Work Program (UPWP) Tasks and FY2022 Budget and requisite match funds.

Passed and approved at the regular meeting of the North Front Range Transportation & Air Quality Planning Council held this 6th day of May 2021.



William Karspeck (May 13, 2021 11:40 MDT)
Will Karspeck, Vice Chair

ATTEST:



Suzette Mallette (May 13, 2021 11:57 MDT)
Suzette Mallette, Executive Director

Signature: 

William Karspeck (May 13, 2021 11:40 MDT)
Email: wkarspeck@berthoud.org

Signature: 

Suzette Mallette (May 13, 2021 11:57 MDT)
Email: smallette@nfrmpo.org



RESOLUTION NO. 2021-19
OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
APPROVING THE FIRST AMENDMENT TO THE FY2022 BUDGET OF THE FY2022-2023
UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the North Front Range Transportation & Air Quality Planning Council maintains a fiscally responsible budget in compliance with Federal regulations required and developed through the '3C' transportation planning process of a Unified Planning Work Program (UPWP) describing the transportation planning activities of the MPO region; and

WHEREAS, the North Front Range Transportation & Air Quality Planning Council has prepared a FY2022 UPWP Budget that identifies the work elements, tasks and direct expenses associated with the budget; and

WHEREAS, this budget amendment does not modify the FY2022 UPWP tasks and only effects the FY2022 budget; and

WHEREAS, the NFRMPO is amending the FY2022 budget to include:

- Increased Consolidated Planning Grant (CPG) funds as identified by CDOT's allocation FY2022 table by \$45,656 total; and
- Increased State Planning and Resource (SPR) funds by \$43,000 for travel model development in the portion of the Northern Subarea of the nonattainment area outside of the NFRMPO boundary with no matching funds required; and

WHEREAS, the total NFRMPO budget will increase by \$88,656; and

WHEREAS, the VanGo™ total budget will remain unaltered.

NOW, THEREFORE, BE IT RESOLVED that the North Front Range Transportation & Air Quality Planning Council hereby approves the First Amendment to the FY2022 budget of the FY2022-2023 UPWP. Passed and approved at the regular meeting of the North Front Range Transportation & Air Quality Planning Council this 7th day of October 2021.

William Karspeck

William Karspeck, Chair

ATTEST:

Suzette Mallette

Suzette Mallette, Executive Director

Signature: 
William Karspeck (Oct 14, 2021 12:01 MDT)

Email: wkarspeck@berthoud.org

Signature: 
Suzette Mallette (Oct 14, 2021 12:23 MDT)

Email: smallette@nfrmpo.org

RESOLUTION NO. 2022-14**OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL APPROVING
THE SECOND AMENDMENT TO THE FY2022 BUDGET OF THE FY2022-2023 UNIFIED PLANNING WORK
PROGRAM (UPWP)**

WHEREAS, the North Front Range Transportation & Air Quality Planning Council maintains a fiscally responsible budget in compliance with Federal regulations required and developed through the “3C” transportation planning process of a Unified Planning Work Program (UPWP) describing the transportation planning activities of the MPO region; and

WHEREAS, the North Front Range Transportation & Air Quality Planning Council has prepared a FY2022 UPWP Budget that identifies the work elements, tasks, and direct expenses associated with the budget; and

WHEREAS, the FY2022 budget and FY2022 Tasks were approved by the North Front Range Transportation & Air Quality Planning Council on May 6, 2021 and this is the Second Amendment of the FY2022 Budget; and

WHEREAS, this budget amendment does not modify the 2022 UPWP tasks and effects only the budget; and

WHEREAS, the NFRMPO is amending the FY2022 UPWP budget to include:

- Increase revenue and expense by \$250,000 for enhanced travel model capabilities to improve models for Greenhouse Gas (GHG) analysis.

WHEREAS, the NFRMPO total budget will increase by \$250,000 with no changes to local match; and

WHEREAS, the VanGo™ total budget remains unchanged.

NOW, THEREFORE, BE IT RESOLVED the North Front Range Transportation & Air Quality Planning Council hereby approves the Second Amendment to the FY2022 Budget of the FY2022-2023 Unified Planning Work Program (UPWP). Passed and approved at the regular meeting of the North Front Range Transportation & Air Quality Planning Council held this 5th day of May 2022.

Scott K. James

Scott K. James (May 6, 2022 10:54 MDT)

Scott James, Vice Chair

ATTEST:

Suzette Mallette

Suzette Mallette (May 6, 2022 11:06 MDT)

Suzette Mallette, Executive Director

CIVIL RIGHTS REQUIREMENTS

29 u.s.c. § 623, 42 u.s.c. § 2000

42 u.s.c. § 6102, 42 u.s.c. § 12112

42 u.s.c. § 12132, 49 u.s.c. § 5332

29 CFR Part 1630, 41 CFR Parts 60 et seq.

Civil Rights

The following requirements apply to the underlying contract:

- (1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. §2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. §6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. §12132, and Federal transit law at 49 U.S.C. §5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- (2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to underlying contract:

 - (a) Race, Color, Creed, National Origin, Sex - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. §2000e, and Federal transit laws at 49 U.S.C. §5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq. (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. §2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
 - (b) Age - In accordance with section 4 of the Age Discrimination in Employment
 - (c) U.S.C. §5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(d) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. §121112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary, to identify the affected parties.

Executed this 5th day of May 2022.

By

Suzette Mallette

Suzette Mallette (May 6, 2022 10:32 MDT)

Suzette Mallette, Executive Director
NFRT & AQPC

ATTEST:

Rebekah Karasko

Rebekah Karasko (May 6, 2022 10:35 MDT)

Rebekah Karasko, Transportation Planning Director
NFRT & AQPC

**NORTH FRONT RANGE TRANSPORTATION
& AIR QUALITY PLANNING COUNCIL
(NFRT & AQPC)
ANNUAL TITLE VI ASSURANCES
FISCAL YEAR 2021**

1. There have been no lawsuits or complaints alleging discrimination on the basis of race, color, or national origin filed against the North Front Range Transportation & Air Quality Planning Council within the last fiscal year, October 1, 2020 through September 30, 2021.
2. There are no pending applications to any federal agency by the North Front Range Transportation & Air Quality Planning Council.
3. There were no civil rights compliance reviews performed on the North Front Range Transportation & Air Quality Planning Council by any local, state or federal agency during the period October 1, 2020 through September 30, 2021.
4. Title VI will be enforced by the North Front Range Transportation & Air Quality Planning Council for all contractors. All contracts with the North Front Range Transportation & Air Quality Planning Council include compliance measures that in effect, state that failure to comply with Title VI requirements will result in termination of the contract. A copy of the standard contract language regarding Title VI is on file at the MPO's office.

Date: May 5, 2022

North Front Range Transportation & Air Quality Planning Council

Suzette Mallette

Suzette Mallette (May 6, 2022 10:32 MDT)

Suzette Mallette, Executive Director
NFRT & AQPC

ATTEST:

Rebekah Karasko

Rebekah Karasko (May 6, 2022 10:35 MDT)

Rebekah Karasko, Transportation Planning Director
NFRT & AQPC

CERTIFICATION OF RESTRICTIONS ON LOBBYING

I, Suzette Mallette, Executive Director, hereby certify, on behalf of the North Front Range Transportation & Air Quality Planning Council, that:

1. No Federally 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, and 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.

This 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 5th day of May 2022,

By

Suzette Mallette
Suzette Mallette (May 6, 2022 10:32 MDT)

Suzette Mallette, Executive Director
NFRT & AQPC

ATTEST:

Rebekah Karasko
Rebekah Karasko (May 6, 2022 10:35 MDT)

Rebekah Karasko, Transportation Planning Director
NFRT & AQPC

FY22-23 UPWP Certs & Assurances_05.05.2022









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Final Audit Report

2022-05-06

Created:	2022-05-06
By:	NFR MPO (staff@nfrmpo.org)
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"FY22-23 UPWP Certs & Assurances_05.05.2022" History

-  Document created by NFR MPO (staff@nfrmpo.org)
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-  Document emailed to Suzette Mallette (smallette@nfrmpo.org) for signature
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Signature Date: 2022-05-06 - 4:32:01 PM GMT - Time Source: server- IP address: 96.93.216.1
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