



DRAFT

March 24, 2020

"Serving the Transportation Needs of the Southeast Missouri Region"



© Craig Thomas (www.craigthomasart.com) – All Rights Reserved

FY 2021 Unified Planning Work Program Cape Girardeau – Jackson Urbanized Area

**Adopted
May __, 2020**

**Effective
July 1, 2020 – June 30, 2021**

**Southeast Metropolitan Planning Organization
C/O City of Cape Girardeau
401 Independence Street, Cape Girardeau, Missouri 63703
Phone: (573) 339-6734 Fax: (573) 339-6303
www.southeastmpo.org**

Table of Contents

SEMPO Board of Directors	1
SEMPO Technical Planning Committee.....	2
Introduction	3
Elements of the FY 2021 Unified Planning Work Program	7
1.0 Program Administration and Support	7
1.1 Program Support.....	7
1.2 Public Outreach.....	9
1.3 Education and Training	10
1.4 Website Redesign and Hosting	11
2.0 Data Collection and Management	12
2.1 Data Collection and Management	12
3.0 Transportation Planning.....	13
3.1 Metropolitan Transportation Plan (MTP)	13
3.2 Metropolitan Transportation Plan (MTP) Maintenance	15
3.3 Transportation Improvement Program (TIP) Management	15
3.4 Transportation Improvement Program (TIP) Tool Maintenance and Support	16
3.5 Pedestrian Transportation System ADA Assessment for the City of Cape Girardeau, the City of Jackson, and Cape Girardeau County, Missouri	17

List of Tables

Table 1: Available Federal Revenue (Missouri).....	5
Table 2: Available Federal Revenue (Illinois)	5
Table 3: Summary of Total Available Federal, State, and Local Revenue.....	5
Table 4: CPG Local Match Funding Sources (Missouri).....	5
Table 5: SEMPO Budget	6

Attachments

Metropolitan Planning Area Map

Position Listings and Full Time Equivalents

Transportation Performance Management Planning Agreements

Resolution of Adoption

The preparation of this document was financed in part by the U.S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration in cooperation with the Missouri Department of Transportation and the Illinois Department of Transportation. The opinions, findings, and conclusions expressed in this document are not necessarily those of the above agencies. SEMPO operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964. To request information on SEMPO's nondiscrimination obligations or if information is needed in another language, contact:

*SEMPO Executive Director
401 Independence Street
Cape Girardeau, MO 63703
(573) 339-6734
amcelroy@cityofcape.org*

SEMPO Board of Directors

Voting Members

Bob Fox, City of Cape Girardeau (Chairperson)
Dwain Hahs, City of Jackson
Charlie Herbst, Cape Girardeau County
Scott Meyer, City of Cape Girardeau
Tom Mogelnicki, Cape Girardeau County Transit Authority
Jim Roach, City of Jackson (Vice Chairperson)
Jeremy Tanz, Southeast Missouri Regional Planning and Economic Development Commission

Non-Voting Members

Joe Aden, Village of East Cape Girardeau
Hannah Barnett, Bootheel Regional Planning and Economic Development Commission
Mandi Brink, Southeast Missouri Regional Port Authority
Jim Glueck, Scott County
Tony Greep, Federal Transit Administration - Region 5
Joe E. Griggs, Alexander County
Charlie Herbst, Cape Girardeau County
Jeffrey Keirn, Illinois Department of Transportation
Kathy Mangels, Southeast Missouri State University
Brad McMahon, Federal Highway Administration - Missouri Division
Cathy Monroe, Federal Transit Administration - Region 7
Mark Phillips, Cape Special Road District
Mark Shelton, Missouri Department of Transportation
Betsy Tracy, Federal Highway Administration - Illinois Division

Staff

Alex McElroy, City of Cape Girardeau (SEMPO Executive Director)

Program Administration/Support Consultant

Kelly Green, KLG Engineering
Marla Mills, KLG Engineering

SEMPO Technical Planning Committee

Voting Members

Joe Aden, Village of East Cape Girardeau
Katrina Amos, Cape Girardeau Regional Airport
Hannah Barnett, Bootheel Regional Planning and Economic Development Commission
Rodney Bollinger, City of Jackson (Vice Chairperson)
Mandi Brink, Southeast Missouri Regional Port Authority
Drew Christian, Southeast Missouri Regional Planning and Economic Development Commission
Jim Glueck, Scott County
Joe E. Griggs, Alexander County
John Mehner, Cape Girardeau Area MAGNET
Mark O'Dell, City of Scott City
Larry Payne, Cape Girardeau Area Chamber of Commerce Transportation Committee/Cape Girardeau County
Mark Phillips, Cape Special Road District
Kirk Sandfort, Southeast Missouri State University
Ryan Shrimplin, City of Cape Girardeau (Chairperson)
Kelley Watson, Cape Girardeau County Transit Authority

Non-Voting Members

Mike Brandon, Missouri Department of Transportation
Tom Caldwell, Illinois Department of Transportation
Chris Crocker, Missouri Department of Transportation
Tony Greep, Federal Transit Administration - Region 5
Joe Killian, Missouri Department of Transportation
Brad McMahon, Federal Highway Administration - Missouri Division
Cathy Monroe, Federal Transit Administration - Region 7
Brian Okenfuss, Missouri Department of Transportation
Joni Roeseler, Missouri Department of Transportation
Betsy Tracy, Federal Highway Administration - Illinois Division
Llans Taylor, Missouri Department of Transportation

Staff

Alex McElroy, City of Cape Girardeau (SEMPO Executive Director)

Program Administration/Support Consultant

Kelly Green, KLG Engineering
Marla Mills, KLG Engineering

Introduction

A metropolitan planning organization (MPO) is a federally mandated and funded policy-making organization that oversees transportation planning for an urbanized area. The requirements for MPOs are contained in 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.308, and 23 CFR 450.314. One of the key requirements is that the MPO conduct a metropolitan transportation planning process that is continuous, cooperative, and comprehensive (known as the "3C" approach). As part of this process, the MPO must adopt a Unified Planning Work Program (UPWP) that provides for consideration and implementation of projects, strategies and services that will address the following ten factors:

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 the 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.

In 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law. MAP-21 transformed federal transportation grant programs by establishing new requirements for performance management and performance-based planning and programming to ensure the most efficient investment of federal transportation funds. The Fixing America's Surface Transportation Act (FAST Act) was signed into law in 2015 and continued the performance management and performance-based planning and programming requirements of MAP-21 with minor changes. In implementing MAP-21 and FAST Act, state Departments of Transportation (DOTs), MPOs, and providers of public transportation must:

- establish performance targets that reflect the measures;
- report on progress towards achieving those targets;
- develop performance based plans for safety and asset management; and
- implement a performance based approach to planning and programming.

As the MPO for the Cape Girardeau – Jackson urbanized area, the Southeast Metropolitan Planning Organization (SEMPO) is responsible for meeting the federal metropolitan planning regulations for the metropolitan planning area (MPA) that includes the City of Cape Girardeau, the City of Jackson, and portions of Cape Girardeau County and Scott County, Missouri, as well as portions of the Village of East Cape Girardeau and Alexander County, Illinois. An MPA boundary map showing the SEMPO metropolitan planning area is attached at the end of this document. This area is faced with the challenge of maintaining a number of transportation systems that meet the needs of a growing region, including highways, railways, ports, airports, transit, bicyclists, and pedestrians. Addressing this challenge is SEMPO’s top priority, followed by planning for expansion of these systems to accommodate future growth.

SEMPO was designated by the Governor of Missouri as the metropolitan planning organization for the urbanized area on March 12, 2013, and by the Governor of Illinois on February 7, 2013. It is comprised of a Board of Directors and a Technical Planning Committee. The Board of Directors consists of elected and appointed officials from the above jurisdictions, as well as various federal, state, and regional transportation agencies and local transit providers. The Technical Planning Committee primarily consists of staff from these jurisdictions and agencies; it serves in an advisory capacity to the Board of Directors on technical matters. The City of Cape Girardeau provides administrative services and staff support for SEMPO, as authorized in the [Memorandum of Understanding](#) and the [Bylaws](#).

This UPWP covers the period from July 1, 2020 to June 30, 2021. It serves as a management tool for identifying, scheduling, budgeting and monitoring SEMPO’s planning activities, and serves as the basis for funding agreements with the Missouri Department of Transportation (MoDOT) and Illinois Department of Transportation (IDOT). There are a number of activities that are considered eligible expenses for transportation planning funds, such as: data collection and maintenance, map preparation, land use studies, traffic volume studies, economic and fiscal studies, project evaluation studies, specialized plans, and other studies and plans relating to transportation.

Tables 1 through 5 on the following pages contain SEMPO’s funding and budget information.

Table 1: Available Federal Revenue (Missouri)

SEMPO FY 2020 MISSOURI FEDERAL (CPG) FUNDS	
CPG Balance Prior to FY 2020	\$ 637,788
FY 2020 CPG Allocation (Final)	\$ 153,225
Total FY 2020 UPWP CPG Funds Expected to be Expended by 6/30/2020	\$ (144,005)
SEMPO FY 2020 Missouri Federal CPG Funds	\$ 647,008
SEMPO FY 2021 MISSOURI FEDERAL (CPG) FUNDS	
FY 2021 CPG Allocation (Estimate)	\$ 153,225
Total Estimated CPG Funds Available for FY 2021 UPWP	\$ 800,233
Total Programmed CPG Funds for FY 2021 UPWP	\$ (368,436)
Remaining Unprogrammed Balance ¹	\$ 431,797

1 – SEMPO has elected not to program 100% of the anticipated available CPG funds. It is SEMPO's general policy to maintain a reserve of funds for potential large expense planning projects that may become necessary in the future. In addition, the SEMPO members who collectively provide the required local match have budgetary constraints, making it unlikely that they would be able to fully fund the local match if 100% of the CPG funds were programmed.

Table 2: Available Federal Revenue (Illinois)

SEMPO FY 2021 ILLINOIS FEDERAL FUNDS	
Federal Revenue Balance Prior to FY 2021 ¹	\$ 0.00
Total Estimated Federal Revenue Available for FY 2021 UPWP	\$ 1,857
Total Programmed Federal Funds for FY 2021 UPWP	\$ (1,857)
Remaining Unprogrammed Balance	\$ 0.00

1 – Illinois is not a CPG state and does not have a carryover policy.

Table 3: Summary of Total Available Federal, State, and Local Revenue

SEMPO FY 2021 ALLOCATIONS	
CPG (Missouri) ¹	\$ 800,233
Local Match (Missouri) ²	\$ 92,109
Illinois ³	\$ 2,322
TOTAL	\$ 894,664

1 – Missouri CPG funds consist of FHWA Missouri PL and FTA Section 5303 planning funds.

2 – Represents the amount to be collected in FY 2021. Invoices to MoDOT will be 80% reimbursable regardless the amount collected.

3 – Illinois funds consist of FHWA Illinois PL and FTA Section 5303 planning funds and state match funds. A local match is not required.

Table 4: CPG Local Match Funding Sources (Missouri)

SEMPO FY 2021 CPG LOCAL MATCH FUNDS		
City of Cape Girardeau	28.60%	\$ 26,343
City of Jackson	28.60%	\$ 26,343
Cape Girardeau County Transit Authority / Southeast Missouri State University ¹	14.30%	\$ 13,171
Cape Girardeau County / Cape Special Road District ²	14.30%	\$ 13,172
Southeast Missouri Regional Planning & Economic Development Commission	14.20%	\$ 13,079
TOTAL	100.00%	\$ 92,109

1 – Transit match will be provided annually by Cape Girardeau County Transit Authority and Southeast Missouri State University, with each paying 7.15%.

2 – Cape Girardeau County match will be provided annually by Cape Girardeau County and Cape Special Road District, with each paying 7.15%.

Table 5: SEMPO Budget

SEMPO FY 2021 BUDGET					
	Missouri CPG (Federal)	Missouri Local Match	Illinois (Federal)	Illinois State Match	Total Cost
Staff Labor - City of Cape Girardeau					
Salaries	\$ 41,117	\$ 10,279	\$ 207	\$ 52	\$ 51,655
Benefits	\$ 14,536	\$ 3,634	\$ 73	\$ 18	\$ 18,262
Subtotal	\$ 55,653	\$ 13,913	\$ 281	\$ 70	\$ 69,917
Consultant Contract - KLG Engineering, LLC					
Program Support	\$ 13,930	\$ 3,482	\$ 70	\$ 18	\$ 17,500
Public Outreach	\$ 3,980	\$ 995	\$ 20	\$ 5	\$ 5,000
Education and Training	\$ 1,990	\$ 497	\$ 10	\$ 3	\$ 2,500
Subtotal	\$ 19,900	\$ 4,975	\$ 100	\$ 25	\$ 25,000
Consultant Contract - Southeast Missouri Regional Planning & Economic Development Commission					
Data Collection and Management	\$ 3,980	\$ 995	\$ 20	\$ 5	\$ 5,000
Metropolitan Transportation Plan Maintenance	\$ 3,980	\$ 995	\$ 20	\$ 5	\$ 5,000
Transportation Improvement Program Management	\$ 19,900	\$ 4,975	\$ 100	\$ 25	\$ 25,000
Subtotal	\$ 27,860	\$ 6,965	\$ 140	\$ 35	\$ 35,000
Consultant Contract - TBD					
Website Redesign and Web Hosting	\$ 11,940	\$ 2,985	\$ 60	\$ 15	\$ 15,000
Subtotal	\$ 11,940	\$ 2,985	\$ 60	\$ 15	\$ 15,000
Consultant Contract - Data Transfer Solutions, LLC					
TIP Tool Maintenance and Support	\$ 7,960	\$ 1,990	\$ 40	\$ 10	\$ 10,000
Subtotal	\$ 7,960	\$ 1,990	\$ 40	\$ 10	\$ 10,000
Consultant Contract - TBD					
Pedestrian Transportation System ADA Assessment	\$ 119,398	\$ 29,850	\$ 602	\$ 150	\$ 150,000
Subtotal	\$ 119,398	\$ 29,850	\$ 602	\$ 150	\$ 150,000
Consultant Contract - TBD					
Metropolitan Transportation Plan Update 2020-2045	\$ 119,398	\$ 29,850	\$ 602	\$ 150	\$ 150,000
Subtotal	\$ 119,398	\$ 29,850	\$ 602	\$ 150	\$ 150,000
Other Direct Costs					
Advertising	\$ 796	\$ 199	\$ 4	\$ 1	\$ 1,000
Books/Publications	\$ 199	\$ 50	\$ 1	\$ 0	\$ 250
Copies	\$ 796	\$ 199	\$ 4	\$ 1	\$ 1,000
Liability Insurance	\$ 796	\$ 199	\$ 4	\$ 1	\$ 1,000
Meetings/Conferences	\$ 1,592	\$ 398	\$ 8	\$ 2	\$ 2,000
Office Supplies	\$ 80	\$ 20	\$ 0	\$ 0	\$ 100
Postage	\$ 239	\$ 60	\$ 1	\$ 0	\$ 300
Printing	\$ 796	\$ 199	\$ 4	\$ 1	\$ 1,000
Training/Education	\$ 796	\$ 199	\$ 4	\$ 1	\$ 1,000
Website	\$ 239	\$ 60	\$ 1	\$ 0	\$ 300
Subtotal	\$ 6,328	\$ 1,582	\$ 32	\$ 8	\$ 7,950
Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 368,436	\$ 92,109	\$ 1,857	\$ 464	\$ 462,867

Elements of the FY 2021 Unified Planning Work Program

The UPWP is one of four key documents SEMPO is required to develop and maintain for the metropolitan planning area. The other key documents are the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and the Public Participation Plan (PPP).

The UPWP is the management plan for the MPO and is prepared with cooperation and guidance from federal, state, and local government agencies as well as public and private transportation providers. It identifies and schedules all of the planning activities that need to be accomplished on an annual basis. It integrates policy, planning, and programming activities. This is also where the allocation of staff and funding resources occurs.

There are three work elements in this UPWP. Each element consists of sections that identify the lead agency; objective; program activities; prior year accomplishments; work products (with estimated completion dates); and budget. The budget allocation for each work element is included at the end of the element's description.

The SEMPO FY 2021 UPWP consists of the following work elements:

- 1.0 Program Administration and Support
- 2.0 Data Collection and Management
- 3.0 Transportation Planning

1.0 Program Administration and Support

This work element addresses the administrative and support functions for SEMPO, such as the UPWP, coordination of third party services, public outreach, education and training.

Table 6: Program Administration and Support	
1.1 Program Support	\$ 66,442
1.2 Public Outreach	\$ 18,983
1.3 Education and Training	\$ 9,492
1.4 Website Redesign and Hosting	\$ 15,000
Subtotal	\$109,917

1.1 Program Support

1.1.1 Lead Agency: SEMPO staff with support via consulting contract with KLG Engineering, LLC

1.1.2 Objective:
SEMPO will conduct its activities in accordance with applicable federal, state, and local laws as well as its own plans and programs. The UPWP will be prepared and adopted annually, and will serve as the basis for the transportation planning process, including technical and administrative

support. SEMPO will participate in meetings with other agencies to ensure that its transportation planning process is properly coordinated with statewide and regional processes, and to provide input on matters affecting transportation in Southeast Missouri. In January 2020, the City of Cape Girardeau established a full time SEMPO Executive Director/City Grant Coordinator position. The position is structured to dedicate sixty percent of its time on SEMPO related tasks and forty percent on City grant coordination. Establishment of this position provides SEMPO with a dedicated staff member. In previous years, the City of Cape Girardeau's City Planner fulfilled these administrative duties with the assistance of KLG Engineering, LLC via a general services agreement established through a competitive request for qualifications process. Establishing a dedicated Executive Director position will lessen the demand for outside consultant assistance for administrative services but does not completely eliminate the need. KLG Engineering retains a general services agreement through December 2021 and will be utilized as necessary to assist in the administrative service delivery to SEMPO.

1.1.3 Program Activities:

- a. Prepare agendas, minutes, presentations, information and materials for meetings of the SEMPO Board of Directors, Technical Planning Committee, and other committees/subcommittees as needed.
- b. Develop the FY 2021 UPWP; prepare and submit FY 2020 UPWP quarterly progress reports, billings and invoices; amend documents as needed.
- c. Contract with third party agencies and consultants on an as-needed basis, in accordance with the Consolidated Planning Grant Agreement with MoDOT and the Intergovernmental Agreement with IDOT; coordinate and review contracted work products.
- d. Participate in coordination and partnering programs with MoDOT and IDOT, and in intergovernmental organizations such as the Southeast Missouri Regional Planning and Economic Development Commission and the Bootheel Regional Planning and Economic Development Commission.
- e. Respond to requests for information from outside jurisdictions, agencies, and the public.
- f. Maintain compliance with Title VI requirements; address complaints and environmental justice issues as necessary.
- g. Maintain compliance with applicable federal, state, and local laws and regulations.

1.1.4 FY 2020 Accomplishments:

- a. Prepared and adopted FY 2021 UPWP (May 2020)
- b. Prepared Board and TPC 2020 Meeting Schedule (December 2019)
- c. Prepared and submitted prioritized needs list for MoDOT Thirty Percent (30%) Additional Funding Scenario
- d. Prepared and adopted FY 2020 – 2023 Transportation Improvement Program (June 2019)
- e. Prepared and adopted a resolution supporting MoDOT and IDOT Safety Performance Measure Targets (December 2019)

- f. Prepared and submitted STIP Project Request List to MoDOT (October 2019)
- g. Prepared and adopted FY 2020 – 2023 Title VI Program (May 2020)

1.1.5 FY 2021 Work Products (estimated completion dates):

- a. Meeting agendas, minutes, presentations, information and materials (ongoing)
- b. Prepare and submit for approval FY 2022 UPWP (May 2021)
- c. FY 2021 UPWP progress reports (submitted quarterly)
- d. Amend FY 2021 UPWP as necessary

1.1.6 Budget: \$66,442 (\$48,942 SEMPO Staff + \$17,500 KLG Engineering, LLC)

Total Cost	\$ 66,442
Missouri CPG (Federal)	\$ 52,877
Missouri Local Match	\$ 13,222
Illinois (Federal)	\$ 267
Illinois State Match	\$ 67

1.2 Public Outreach

1.2.1 Lead Agency: SEMPO staff with support via consulting contract with KLG Engineering, LLC

1.2.2 Objective:

SEMPO will conduct public outreach activities in accordance with the Public Participation Plan. This Plan, adopted on May 21, 2014, outlines a process for obtaining public input on SEMPO's planning documents, including but not limited to: the Public Participation Plan, the Title VI Program, the Unified Planning Work Program, the Metropolitan Transportation Plan, and the Transportation Improvement Program.

1.2.3 Program Activities:

- a. Provide public access to SEMPO information, including meeting schedules, agendas, minutes, data, work products, and opportunities for public input.
- b. Provide the public with timely notice of SEMPO meetings and public input sessions.
- c. Conduct public input sessions in accordance with the Public Participation Plan.
- d. Promote communication with, and encourage participation from, persons in the communities served by SEMPO, including those traditionally underserved by transportation.

1.2.4 FY 2020 Accomplishments:

- a. Held Public Hearing on FY 2021 Unified Planning Work Program (UPWP) and released for public comment (April 2020)
- b. Held Public Hearing on FY 2020 – 2023 Transportation Improvement Program (TIP) and released for public comment

- c. Released FY 2020 – 2023 TIP Amendment No. 1, Amendment No. 2, and Amendment No. 3 for public comment (August 2019, December 2019, and January 2020, respectively)
- d. Posted draft planning documents for public comment in accordance with Public Participation Plan
- e. Reviewed Public Participation Plan for any necessary updates (June 2020)

1.2.5 FY 2021 Work Products (estimated completion dates):

- a. Release for public comment Pedestrian Transportation System ADA Assessment (October 2020)
- b. Solicit public input, foster public engagement, release for public comment, and hold a public hearing for the 2020-2045 Metropolitan Transportation Plan (Fall 2020, Spring 2021, respectively)
- c. Conduct public outreach activities via SEMPO website, postings in public buildings, legal advertisements, public input sessions, etc. (ongoing)
- d. Review Public Participation Plan to determine if an update is necessary (June 2021)

1.2.6 Budget: \$18,983 (\$13,983 SEMPO Staff + \$5,000 KLG Engineering, LLC)

Total Cost	\$ 18,983
Missouri CPG (Federal)	\$ 15,110
Missouri Local Match	\$ 3,778
Illinois (Federal)	\$ 76
Illinois State Match	\$ 19

1.3 Education and Training

1.3.1 Lead Agency: SEMPO staff with support via consulting contract with KLG Engineering, LLC

1.3.2 Objective:
The SEMPO Board of Directors, Technical Planning Committee, and staff will be knowledgeable in applicable federal, state, and local laws; SEMPO policies, procedures, and funding; and other matters affecting the purpose, function, and activities of SEMPO. Education and training are essential to maintaining knowledge that is up-to-date and relevant.

- 1.3.3 Program Activities:**
- a. Attend meetings, seminars, workshops and conferences pertaining to transportation planning and related issues, as well as professional development needed for proper administration of SEMPO. Examples include:
 - American Planning Association (APA) national and state chapter conferences
 - Association of Metropolitan Planning Organizations (AMPO) Annual Conference
 - MoDOT Statewide Planning Partner Meeting
 - Missouri MPO Conference
 - Illinois MPO Conference

- Transit Midwest Conference
- Federal and state workshops and training on the topics of civil rights, grant administration, transportation planning legislation and Department of Transportation regulations
- Emergency management and safety planning training
- Geographic information systems training
- Data collection and analysis training
- Computer software training

1.3.4 FY 2020 Accomplishments:

- Attended MoDOT Statewide Planning Partner Meeting (January 2020)
- Attended American Planning Association Quad-State Planning Conference (October 2019)
- Participated in monthly MAP-21/FAST Act/Performance Management conference calls hosted by MoDOT

1.3.5 FY 2021 Work Products (estimated completion dates):

- Verbal and/or written summaries of education and training received (ongoing)
- Distributed materials received from meetings, seminars, workshops and conferences (ongoing)
- Participate in MoDOT's statewide planning partner activities

1.3.6 Budget: \$9,492 (\$6,992 SEMPO Staff + \$2,500 KLG Engineering, LLC)

Total Cost	\$ 9,492
Missouri CPG (Federal)	\$ 7,555
Missouri Local Match	\$ 1,889
Illinois (Federal)	\$ 38
Illinois State Match	\$ 10

1.4 Website Redesign and Hosting

1.4.1 Lead Agency: SEMPO staff with support via consulting contract (TBD)

1.4.2 Objective:

Redesign, refinement, and expansion of the SEMPO website to implement further improvements and convenience for public review and input. Ensure that SEMPO website and all electronic communications are accessible.

1.4.3 Program Activities:

Solicit consultants for a website redesign, updated content management system (CMS), and web hosting.

1.4.4 FY 2021 Work Products (estimated completion dates):

- Establish a website that is end user focused, accessible, and a source for public information (May 2021)

1.4.6 Budget (for contracted work):

Total Cost	\$ 15,000
Missouri CPG (Federal)	\$ 11,940
Missouri Local Match	\$ 2,985

Illinois (Federal)	\$	60
Illinois State Match	\$	15

2.0 Data Collection and Management

This work element addresses the data collection and management function for SEMPO.

Table 7: Data Collection and Management	
2.1 Data Collection and Management	\$ 5,000
Subtotal	\$5,000

2.1 Data Collection and Management

2.1.1 Lead Agency: SEMPO via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission (SEMO RPC)

2.1.2 Objective:

The Southeast Missouri Regional Planning and Economic Development Commission will collect data and maintain databases and maps as needed to assist the SEMPO Board of Directors, Technical Planning Committee, and staff in fulfilling their respective duties. This information will also be available to outside jurisdictions and agencies as well as the public.

2.1.3 Program Activities:

- a. Coordinate with MoDOT, IDOT, Bootheel Regional Planning Commission, and other agencies in obtaining data for the SEMPO MPA.
- b. Conduct studies to obtain needed information not currently available.
- c. Compile data and maintain databases for various data types such as demographics, socioeconomics, land uses, traffic counts, traffic accidents, and crashes for the SEMPO MPA.
- d. Maintain an inventory of multi-modal transportation facilities and services within the SEMPO MPA for transit, rail, river, aviation, freight, and other transportation modes.
- e. Prepare maps for analysis, presentations, and work products.
- f. Serve as a data and information resource for SEMPO members, outside jurisdictions and agencies, and the public.

2.1.4 FY 2020 Accomplishments:

- a. Maintained GIS interactive map for SEMPO MPA
- b. Compiled data for SEMPO MPA

2.1.5 FY 2021 Work Products (estimated completion dates):

- b. Databases and maps containing demographic, socioeconomic, land use, traffic, and other data for SEMPO MPA (ongoing)

2.1.6 Budget (for contracted work):

Total Cost	\$ 5,000
Missouri CPG (Federal)	\$ 3,980
Missouri Local Match	\$ 995
Illinois (Federal)	\$ 20
Illinois State Match	\$ 5

3.0 Transportation Planning

This work element addresses the transportation planning function for SEMPO, including the Metropolitan Transportation Plan, the Transportation Improvement Program, and other plans, programs, and studies.

Table 8: Transportation Planning	
3.1 Metropolitan Transportation Plan (MTP)	\$ 150,000
3.1.6 Performance Management	\$ 5,000
3.2 MTP Maintenance	\$ 5,000
3.3 Transportation Improvement Program (TIP) Management	\$ 25,000
3.4 Transportation Improvement Program (TIP) Tool Maintenance and Support	\$10,000
3.5 Pedestrian Transportation System ADA Assessment	150,000
Subtotal	\$345,000

3.1 Metropolitan Transportation Plan (MTP)

3.1.1 Lead Agency: SEMPO via consulting contract (TBD)

3.1.2 Objective:

The 2016-2040 Metropolitan Transportation Plan (MTP) was adopted by the Board of Directors on February 17, 2016. The MTP describes the existing transportation systems in the SEMPO planning area and identifies future transportation improvements that may be necessary, based on multiple-scenario forecasts. It also contains goals and objectives, as well as possible actions that could be taken to achieve them. The financial plan of the MTP is divided into two categories: fiscally constrained and illustrative. This long-range, multi-modal, regional transportation plan will serve as the principal guide for developing an integrated, intermodal transportation system to facilitate the safe and efficient movement of people and goods. Federal regulations require the MTP to be updated every five (5) years, at a minimum.

3.1.3 Program Activities:

- a. Draft RFQ to solicit professional consultant to assist in the development of the 2020-2045 MTP

3.1.4 FY 2021 Work Products (estimated completion dates):

- a. SEMPO will release a RFQ for the 2020-2045 MTP and partner with a consultant in the development of the plan (adoption May 2021)

3.1.5 Budget (for contract work):

Total Cost	\$ 150,000
Missouri CPG (Federal)	\$ 119,398
Missouri Local Match	\$ 29,850
Illinois (Federal)	\$ 602
Illinois State Match	\$ 150

3.1.6 Performance Management: SEMPO via consulting contract with Southeast Missouri Regional Planning and Economic Development Commission (SEMO RPC)

On May 27, 2016, the Federal Register published the final rule on the metropolitan and statewide requirements for performance-based planning and programming established by MAP-21 and FAST Act. These requirements include setting targets for the federally-established performance measures and reporting on the progress of achieving the targets. For each performance measure, MPOs are required to either set their own performance targets or support the targets set by their state transportation agency. MPOs are also required to incorporate written provisions into their MTP and TIP which describe the progress of the MPO in achieving the performance targets. The schedule for the performance measures is summarized in the table below:

Final Rule	Effective Date	Written Provisions Date
FHWA Safety Performance Measures	April 14, 2016	May 27, 2018
Transit Asset Management/State of Good Repair (TAM/SGR)	October 1, 2018	October 1, 2018
FHWA Pavement and Bridge Performance Measures (PM-2 Rule)	May 20, 2017	May 20, 2019
FHWA System Performance Measures (PM-3 Rule)	May 20, 2017	May 20, 2019
FHWA Greenhouse Gas Performance Measures	September 28, 2017	September 28, 2019

Source: ONE DOT

To ensure compliance with the requirements, a Transportation Performance Management Planning Agreement was executed by MoDOT, SEMPO, Cape Girardeau County Transit Authority (CTA), and Southeast Missouri State University (attached at the end of this document). The agreement formalizes each party's respective obligations with regard to developing and sharing transportation performance management data, selecting performance targets, reporting performance targets, reporting of progress towards achieving targets, and collecting data for the State Asset Management Plan. In addition, an Intergovernmental Agreement (for performance management) was executed by IDOT and SEMPO (also attached at the end of this document) but did not include the transit agencies because they do not provide service in Illinois. On September 19, 2018, SEMPO passed a resolution supporting the pavement and bridge condition and system performance measure targets set by MoDOT and IDOT. On December 19, 2018, SEMPO passed a resolution supporting the safety and transit asset management performance measure targets set by MoDOT and IDOT. On December 18, 2019 SEMPO passed a

resolution supporting the safety performance measure targets set by MoDOT and IDOT.

3.1.7 Budget (for contracted work):

Total Cost	\$ 5,000
Missouri CPG (Federal)	\$ 3,980
Missouri Local Match	\$ 995
Illinois (Federal)	\$ 20
Illinois State Match	\$ 5

3.2 Metropolitan Transportation Plan (MTP) Maintenance

3.2.1 Lead Agency: SEMPO via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission (SEMO RPC)

3.2.2 Objective:

The MTP describes the existing transportation systems in the SEMPO planning area and identifies future transportation improvements that may be necessary, based on multiple-scenario forecasts. It also contains goals and objectives, as well as possible actions that could be taken to achieve them. The financial plan of the MTP is divided into two categories: fiscally constrained and illustrative. This long-range, multi-modal, regional transportation plan will serve as the principal guide for developing an integrated, intermodal transportation system to facilitate the safe and efficient movement of people and goods. Federal regulations require the MTP to be updated every five (5) years, at a minimum. Because the MTP and the Transportation Improvement Program (TIP) must be closely aligned, it is anticipated the MTP may need to be amended prior to the five (5) year update.

3.2.3 Program Activities:

a. Amend 2020-2045 MTP as necessary.

3.2.4 FY 2020 Accomplishments:

a. No MTP amendments were required in FY 2020

3.2.5 FY 2021 Work Products (estimated completion dates):

a. 2020-2045 MTP Amendments (TBD – as necessary)

3.2.6 Budget (for contracted work):

Total Cost	\$ 5,000
Missouri CPG (Federal)	\$ 3,980
Missouri Local Match	\$ 995
Illinois (Federal)	\$ 20
Illinois State Match	\$ 5

3.3 Transportation Improvement Program (TIP) Management

3.3.1 Lead Agency: SEMPO via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission (SEMO RPC)

3.3.2 Objective:

The FY 2020-2023 Transportation Improvement Program (TIP) was adopted by the Board of Directors on June 19, 2019. The TIP is a prioritized, fiscally-constrained, multi-year list of federally funded transportation projects and

improvements within the SEMPO MPA, which authorizes the obligation of federal funds for listed projects and operations. At least every four (4) years, the proposed improvement projects, plans, studies, and other activities expected to occur over the next four (4) years will be taken from the MTP and entered into the programming process, culminating in the development of a TIP, and then included by reference in the Statewide Transportation Improvement Program (STIP). In doing so, SEMPO will certify its compliance with federal, state, environmental, and civil rights regulations. In addition, SEMPO will make amendments and administrative modifications to the TIP as necessary to reflect project additions, deletions, and changes, and to include written provisions for performance management as described in 3.1.6.

3.3.3 Program Activities:

- a. Make amendments and administrative modifications to FY 2020-2023 TIP as necessary.
- b. Certify the transportation planning process for compliance with federal, state, and local laws.
- c. Incorporate annual transit Program of Projects public participation activities into the TIP public participation activities.
- d. Include public outreach in the TIP process in accordance with the Public Participation Plan (PPP).

3.3.4 FY 2020 Accomplishments:

- a. Prepared and adopted FY 2020-2023 TIP (June 2019)
- b. Prepared and approved FY 2020-2023 TIP Amendment No. 1 (August 2019), No. 2 (December 2019), No. 3 (January 2020)

3.3.5 FY 2021 Work Products (estimated completion dates):

- a. FY 2020-2023 TIP Amendments and Administrative Modifications (TBD as necessary)

3.3.6 Budget (for contracted work):

Total Cost	\$ 25,000
Missouri CPG (Federal)	\$ 19,900
Missouri Local Match	\$ 4,975
Illinois (Federal)	\$ 100
Illinois State Match	\$ 25

3.4 Transportation Improvement Program (TIP) Tool Maintenance and Support

3.4.1 Lead Agency: SEMPO via consulting contract with Data Transfer Solutions, LLC

3.4.2 Objective:

In FY 2019, SEMPO hired Data Transfer Solutions, LLC (DTS) to develop a web-based tool for viewing and managing the TIP. The tool, now live, is accessed from the SEMPO website and has reporting, search, and mapping functionality, with multiple permission levels. SEMPO and DTS executed a five-year Professional Services Agreement that includes annual maintenance and support services.

3.4.3 Program Activities:

- a. TIP tool maintenance and support

3.4.4 FY 2020 Accomplishments:

- a. Published TIP Amendments No. 1 and Amendment No. 2 on TIP reporting portal for public consumption.

3.4.5 Budget (for contracted work):

Total Cost	\$ 10,000
Missouri CPG (Federal)	\$ 7,960
Missouri Local Match	\$ 1,990
Illinois (Federal)	\$ 40
Illinois State Match	\$ 10

3.5 Pedestrian Transportation System ADA Assessment for the City of Cape Girardeau, the City of Jackson, and Cape Girardeau County, Missouri

3.5.1 Lead Agency: SEMPO via consulting contract (TBD)

3.5.2 Objective:

The Americans with Disabilities Act (ADA) of 1990 established requirements for making public services and facilities accessible to those with disabilities. Under ADA, public entities are required to perform a self-evaluation of their current services and facilities and, for public entities with 50 or more employees, develop a transition plan for achieving compliance. The City of Cape Girardeau, the City of Jackson, and Cape Girardeau County, Missouri are located within SEMPO's MPA, and each of them is required to perform an ADA self-evaluation and develop an ADA transition plan. Currently, none of these public entities have an ADA transition plan. SEMPO wishes to help these entities work toward developing their transition plans by hiring a consultant to conduct an ADA assessment of the pedestrian transportation system. The results of the completed assessment will be provided to the Cities and the County for their use in developing their respective ADA transition plans. The results will also be used by SEMPO to update its Regional Bicycle and Pedestrian Plan in the future. This activity was initiated in FY 2020, and is scheduled to be complete in FY 2021.

3.5.3 Program Activities:

- a. Execute Task Order under existing Contract for Professional Services.
- b. Conduct pedestrian transportation system ADA assessment.
- c. Prepare pedestrian transportation system ADA assessment report.

3.4.4 FY 2020 Accomplishments:

- a. Received a proposal for an ADA condition assessment of the public rights of way within the SEMPO boundaries.
- b. Presented draft proposal to the Transportation Planning Commission and Board for consideration.

3.5.4 FY 2021 Work Products (estimated completion dates):

- a. Pedestrian transportation system ADA assessment final report (December 2020)

3.5.5 Budget (for contracted work):

Total Cost	\$ 150,000
Missouri CPG (Federal)	\$ 119,398

Missouri Local Match	\$ 29,850
Illinois (Federal)	\$ 602
Illinois State Match	\$ 150

Attachments

Metropolitan Planning Area Map

Position Listings and Full Time Equivalents

Transportation Performance Management Planning Agreements

Resolution of Adoption



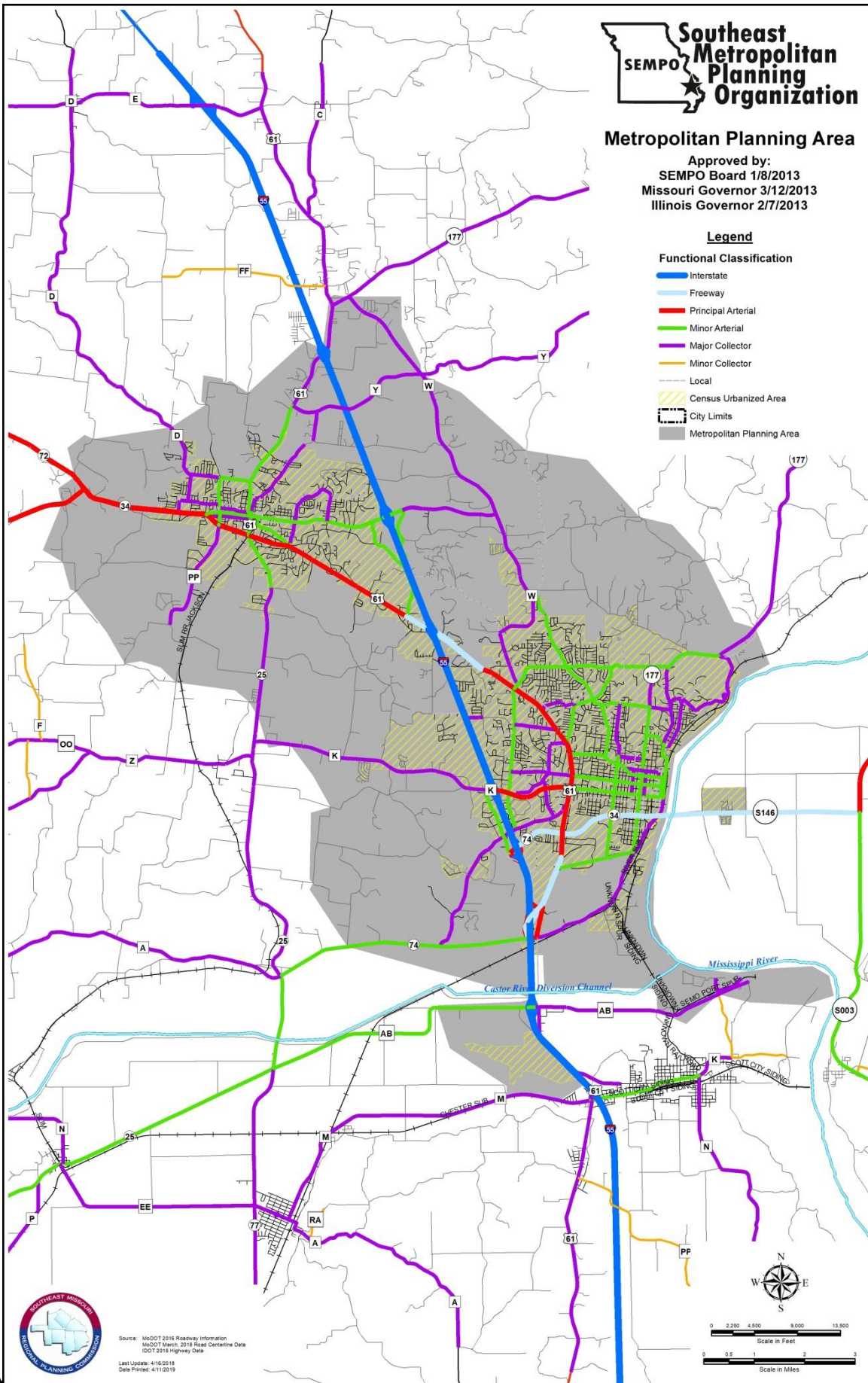
Metropolitan Planning Area

Approved by:
SEMPO Board 1/8/2013
Missouri Governor 3/12/2013
Illinois Governor 2/7/2013

Legend

Functional Classification

- Interstate
- Freeway
- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local
- Census Urbanized Area
- City Limits
- Metropolitan Planning Area



Source: MCDOT 2016 Roadway Information
MCDOT March 2016 Road Certification Data
IDOT 2016 Highway Data
Last Update: 4/16/2016
Date Printed: 4/11/2016

Position Listings and Full Time Equivalents

FTE = Full-Time Equivalent. Ratio represents the estimated proportion of the employee's full-time compensable hours (40 hours per week x 52 weeks per year) that is devoted to SEMPO.

City of Cape Girardeau

SEMPO Executive Director (0.60 FTE)

Administrative Coordinator (0.02 FTE)

Southeast Missouri Regional Planning and Economic Development Commission (SEMO RPC)

Executive Director (0.02 FTE)

Deputy Director (0.18 FTE)

GIS Specialist (0.02 FTE)

Fiscal Officer (0.02 FTE)

KLG Engineering, LLC

Principal (0.08 FTE)

Administrative Coordinator (0.02 FTE)

Missouri Department of Transportation (MoDOT)

Transportation Performance Management Planning Agreement

I. Introduction

The provisions contained in this document respond to requirements in 23 CFR 450.314 (h): *The Metropolitan Planning Organizations (MPOs), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see § 450.306(d)), and the collection of data for the State asset management plans for the National Highway System (NHS) for each of the following circumstances: When one MPO serves an urbanized area (UZA), when more than one MPO serves an UZA, and when a Metropolitan Planning Area (MPA) includes an UZA that has been designated as a Transportation Management Area (TMA) as well as a UZA that is not a TMA. These provisions shall be documented either as part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section, or documented it in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.*

This document is separate from the Metropolitan Planning Agreement. Adoption and amendments shall be approved by:

- a. Missouri Department of Transportation: Chief Engineer or designee (Machelle Watkins, Transportation Planning Director)
- b. Metropolitan Planning Organization: Southeast Metropolitan Planning Organization
- c. Public Transportation Agencies: Cape Girardeau County Transit Authority and Southeast Missouri State University

II. Development and Sharing of Transportation Performance Management (TPM) Data

Data provided by MoDOT will meet the Fixing America's Surface Transportation (FAST) Act requirements.

- a. Safety Data - MoDOT will provide safety data for the FAST Act safety performance measures to MPOs through the safety data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by December 31, which will be added to the existing safety data for prior years.
- b. Transit Data –
 - i. Public transportation agencies that are part of the MoDOT Transit Asset Management (TAM) Plan will provide transit data by asset class for the FAST Act transit performance measures annually to MoDOT for the prior state fiscal year (July 1 – June 30) by July 31.
 - ii. Public transportation agencies and MPOs creating their own TAM Plan will provide transit data by asset class for the FAST Act transit performance measures in the TAM Plan. The TAM Plan will be shared with MoDOT and MPOs in their transit regions within 4 months of the public transportation agency's fiscal year end.

- c. Pavement Data - MoDOT will provide pavement data for the FAST Act pavement performance measures to MPOs through the pavement data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by July 1, which will be added to the existing pavement data for prior years.
- d. Bridge Data - MoDOT will provide bridge data for the FAST Act bridge performance measures to MPOs through the bridge data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by July 1, which will be added to the existing bridge data for prior years.
- e. Reliability Data - MoDOT will provide reliability data for the FAST Act reliability performance measures to MPOs through the Federal Highway (FHWA) National Performance Management Research Data Set (NPMRDS) data, with the reliability data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by May 1, which will be added to the existing reliability data for prior years.
- f. Greenhouse Gas (GHG) Data - MoDOT will provide GHG data for the FAST Act GHG performance measure to MPOs through the GHG data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by December 31, which will be added to the existing GHG data for prior years.
- g. Congestion Data - MoDOT will provide congestion data for the FAST Act congestion performance measures to MPOs through the FHWA NPMRDS data, with the congestion data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by May 1, which will be added to the existing congestion data for prior years.
- h. Emissions Data - EWG (East-West Gateway) will provide the emissions data for the FAST Act emissions performance measure to MoDOT through the emissions data file posted to the MoDOT MPO Collaboration website. EWG will provide data for their region for the prior state fiscal year by May 1, which will be added to the existing emissions data for prior years.
- i. Non-Single Occupancy Vehicle Travel Data - EWG will provide the American Community Survey (ACS) data for the FAST Act performance measure to MoDOT through the data file posted to the MoDOT MPO Collaboration website. EWG will provide data for their region for the prior state fiscal year by May 1, which will be added to the existing data for prior years.
- j. Freight Data - MoDOT will provide freight data for the FAST Act freight performance measure to MPOs through the FHWA NPMRDS data, with the freight data file posted to the MoDOT MPO Collaboration website. MoDOT will provide statewide and MPO data for the prior calendar year by May 1, which will be added to the existing freight data for prior years.

III. Selection of Performance Targets

- a. MoDOT will draft statewide performance targets for each of the FAST Act performance measures and coordinate with MPOs and public transportation agencies, as required by 23 CFR Parts 450 and 771, as well as 49 CFR Part 613. Coordination may include in-person meetings, conference calls, web meetings, and/or email communication. MPOs and public transportation agencies participating in the MoDOT TAM Plan will be given an opportunity to comment on the MoDOT statewide targets before they are established.
- b. MPOs will coordinate with MoDOT and/or the public transportation agencies when establishing MPO targets or supporting state targets. Coordination may include in-person meetings, conference calls, web meetings, and/or email communication. MoDOT and public transportation agencies will be given an opportunity to comment on the MPO targets. MPOs will establish performance targets by board action, or as designated by the board.
- c. Public transportation agencies and MPOs creating their own TAM Plan will coordinate with their respective MPO and MoDOT when establishing transit targets. Coordination may include in-person meetings, conference calls, web meetings, and/or email communication. MoDOT and the respective MPO will be given an opportunity to comment on the transit targets before they are established. MPOs and public transportation agencies will establish transit performance targets by board action, or as designated by the board.

IV. Reporting of Performance Targets

- a. MoDOT will notify MPOs and public transportation agencies by email when final statewide targets are established with transit targets communicated through the MoDOT TAM Plan. Public transportation agencies and MPOs creating their own TAM Plan will notify MPOs and MoDOT through their TAM Plan when transit targets are established. Subsequent updates to transit targets will be communicated by email to MoDOT, MPOs and public transportation agencies.
- b. MPO targets will be reported to MoDOT and/or public transportation agencies by email no later than 180 days after the date MoDOT, MPO or public transportation agencies establishes performance targets.
- c. MPOs and public transportation agencies to include in the email the board or committee action date, applicable board or committee document and targets established or supported.

V. Reporting of Progress towards Achieving Targets

- a. MoDOT will document progress towards achieving statewide performance targets and report that information to MPOs and/or public transportation agencies in the Long Range Transportation Plan (LRTP), Statewide Improvement Program (STIP), MoDOT TAM Plan, and FTA Annual Report by email.
- b. MPOs will document progress towards achieving performance targets and report that information to MoDOT and/or public transportation agencies in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) by email.

- c. Public transportation agencies and MPOs creating their own TAM Plan will document progress towards achieving transit targets and report that information to MoDOT and/or MPOs in their TAM Plan and FTA Annual Report by email.

VI. Collection of Data for State Asset Management Plan

- a. MoDOT will collect FAST Act asset management data (pavement and bridge condition data) on all NHS routes, regardless of ownership. MoDOT will post the pavement data file and the bridge data file to the MoDOT MPO Collaboration website by July 1, which will be added to the existing data for prior years.

Signature

Ryan Shrimplin
Executive Director
Southeast Metropolitan Planning
Organization

Date

Signature

Tom Mogelnicki
Executive Director
Cape Girardeau County Transit
Authority

Date

Signature

Eric Curtit
Transportation Planning Director
Missouri Department of
Transportation

Date

Signature

Kathy Mangels
Vice President for Finance and
Administration
Southeast Missouri State University

Date

**Intergovernmental Agreement Between
Illinois Department of Transportation and
Southeast Metropolitan Planning Organization**

This Intergovernmental Agreement ("Agreement") is entered into this ____ day of _____, 20____ (the "Effective Date"), by and between Illinois Department of Transportation ("IDOT") and Southeast Metropolitan Planning Organization ("SEMPO"), collectively referred to as the "Parties" and individually referred to as a "Party".

RECITALS

WHEREAS, IDOT is the State transportation agency responsible for carrying out the Federal-aid transportation planning process pursuant to 23 CFR 450 Subpart B and is authorized to take such actions on behalf of the State of Illinois as necessary to comply with Federal law; and

WHEREAS, SEMPO is the policy organization responsible for carrying out the metropolitan transportation planning process pursuant to 23 CFR 450 Subpart C and is authorized to take such actions on behalf of the State as necessary to comply with Federal law for the transportation planning process; and

WHEREAS, there are no Transit Providers in the SEMPO Metropolitan Planning Area ("MPA") that provide, either by contract or agreement, public transportation services for Federal or State cooperating agencies in the State of Illinois; and

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois authorizes units of government to contract among themselves to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, provides additional powers to units of government that work together; and

WHEREAS, on May 27, 2016, the Federal Transit Administration and the Federal Highway Administration published a final rule on Statewide and Nonmetropolitan Transportation Planning and Metropolitan Transportation Planning based on the Fixing America's Surface Transportation Act (the "FAST Act"); and

WHEREAS, the final rule of May 27, 2016 was codified in 23 CFR 450 and established new requirements for State Departments of Transportation ("DOTs"), Metropolitan Planning Organizations ("MPOs"), and Transit Providers to coordinate and develop a performance-based approach to planning; and

WHEREAS, 23 CFR 450.314(h) provides that MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plan for the National Highway System ("NHS"); and

WHEREAS, in order to fulfill their respective responsibilities, the Parties wish to enter into this Agreement to document the responsibilities of each Party and agree to implement all applicable

performance management rules, measures, targets, tracking and reporting requirements, and compliance deadlines; and

WHEREAS, the Parties recognize that additional procedures and processes may need to be developed to fulfill each Party's responsibilities. Therefore, the Parties agree to pledge their continued communication, cooperation, and support and agree to amend this Agreement, or enter into additional agreements, as necessary to address new issues as they arise.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions contained herein, the Parties understand and agree to the following:

ARTICLE I
RIGHTS AND OBLIGATIONS OF THE PARTIES: COOPERATIVELY DEVELOPING AND
SHARING INFORMATION RELATED TO TRANSPORTATION PERFORMANCE
MANAGEMENT DATA – SAFETY DATA

1.01 Pursuant to 23 CFR 490, subparts A and B, IDOT will track and collect data relating to (a) the number of fatalities, (b) the number of serious injuries, (c) the rate of fatalities per 100 million vehicle miles traveled, (d) the rate of serious injuries per 100 million vehicle miles traveled, and (f) number of non-motorized fatalities and non-motorized serious injuries.

1.02 Pursuant to 23 CRF 490, subparts A and B, IDOT will share the safety data as referenced in paragraph 1.01 with SEMPO on or before July 1 (18 months after the end of subject calendar year) by way of the IDOT safety data portal at <https://webapps.dot.illinois.gov/safetyportal/>. As a public resource, SEMPO will have ongoing access to the portal (instructions can be found at: http://www.idot.illinois.gov/assets/uploads/files/transportation-system/manuals-guides-&-handbooks/safety/idot_safety_portal_getting_started_overview_guide.pdf).

1.03 The relevant county engineers may sponsor MPO access to the data on IDOT's safety portal subsequent to approval of such access by IDOT's Office of Chief Counsel.

1.04 IDOT will also provide a statewide summary and a summary of the data set referenced in paragraph 1.01 to SEMPO as particularized for the subject MPA on or before July 1 (18 months after end of subject calendar year).

1.05 IDOT will also provide to SEMPO the tabular data that was used for calculations related to segments in the Cities and Counties that are included in the MPA boundary on or before July 1 (18 months after end of subject calendar year).

1.06 Pursuant to 23 CFR 490.209, performance targets must be established.

1.07 IDOT will provide its proposed targets to SEMPO two weeks prior to the State target setting deadline, identified in Paragraph 1.08, for initial input.

1.08 IDOT will set targets annually on August 31 in its Highway Safety Improvement Program Annual Report.

1.09 SEMPO will notify IDOT of its decision to support IDOT's targets, or set its own targets, no later than 180 days after IDOT sets its targets. Such decision will be made by official action of SEMPO's Board of Directors unless authority has been delegated to a lesser committee.

1.10 If SEMPO decides to set its own targets, then it will provide IDOT with any supplemental data to be used.

ARTICLE II
RIGHTS AND OBLIGATIONS OF THE PARTIES: COOPERATIVELY DEVELOPING AND
SHARING INFORMATION RELATED TO TRANSPORTATION PERFORMANCE
MANAGEMENT DATA – PAVEMENT AND BRIDGES

2.01 Pursuant to 23 CFR Part 490, subparts A, C, and D, IDOT will track and collect data related to (a) the percentage of Interstate pavement in good condition, (b) the percentage of Interstate pavement in poor condition, (c) the percentage of non-Interstate National Highway System (NHS) pavement in good condition, (d) the percentage of non-interstate NHS pavement in poor condition, (e) the percentage of NHS bridge deck (sq. ft.) in good condition, and (f) the percentage of NHS bridge deck (sq. ft.) in poor condition. The pavement measures and the calculation of the performance management measures will be in accordance with 23 CFR Parts 490.307 and 490.313.

2.02 Pursuant to 23 CFR Part 490, subparts A, C, and D, IDOT will share the Interstate pavement and bridges data referenced in paragraph 2.01 with SEMPO on or before May 1 of each year through <http://www.idot.illinois.gov/transportation-system/Network-Overview/highway-system/index>, the GIS download site. The data will include a shapefile depicting the physical location and condition of Interstate, NHS roadways and NHS bridges.

2.03 Pursuant to 23 CFR 490.105, performance targets must be established.

2.04 IDOT will provide its proposed targets to SEMPO two weeks prior to the State target setting deadline, identified in Paragraph 2.05, for initial input.

2.05 IDOT will set targets for two years (initial year is 2019 and every two years after) and four years (initial year is 2021 and every two years after) by May 20, 2018.

2.06 SEMPO will notify IDOT of its decision to support IDOT's targets, or set its own targets, no later than 180 days after IDOT sets its targets. Such decision will be made by official action of SEMPO's Board of Directors unless authority has been delegated to a lesser committee.

2.07 If SEMPO decides to set its own targets, then it will provide IDOT with any supplemental data to be used.

ARTICLE III
RIGHTS AND OBLIGATIONS OF THE PARTIES: COOPERATIVELY DEVELOPING AND
SHARING INFORMATION RELATED TO TRANSPORTATION PERFORMANCE
MANAGEMENT DATA – SYSTEM PERFORMANCE

3.01 Pursuant to 23 CFR Part 490, subparts A, E, F, G, and H, SEMPO will obtain data related to (a) the percentage of person-miles traveled on the Interstate that are reliable, (b) the percentage of person-miles traveled on the non-Interstate NHS that are reliable, (c) Truck Travel Time Reliability Index, (d) annual hours of peak hour excessive delay per capita, (e) the percentage of non-single occupancy vehicle travel, and (f) the total emission reductions. Data related to (d), (e) and (f) of this section applies only to non-attainment areas. As of the Effective Date, the entire SEMPO MPA is in an attainment area. Data is being used to allow the MPO to conduct analyses to support transportation investments.

3.02 Pursuant to 23 CFR 490.105, performance targets must be established.

3.03 IDOT will provide regular access to a technological tool that will provide SEMPO the ability to obtain and analyze data as set forth in Section 3.01(a) – (c) and the ability to confirm IDOT's targets or set its own targets.

3.04 IDOT will provide its proposed targets to SEMPO two weeks prior to the State target setting deadline, identified in Paragraph 3.05, for initial input.

3.05 IDOT will set targets for two years (initial year is 2019 and every two years after) and four years (initial year is 2021 and every two years after) by May 20, 2018.

3.06 SEMPO will notify IDOT of its decision to support IDOT's targets, or set its own targets, no later than 180 days after IDOT sets its targets. Such decision will be made by official action of SEMPO's Board of Directors unless authority has been delegated to a lesser committee.

3.07 If SEMPO decides to set its own targets, then it will provide IDOT with any supplemental data to be used.

ARTICLE IV PERFORMANCE TARGET SETTING

4.01 Upon receipt of proposed performance targets from IDOT, SEMPO will have two weeks to review such targets and provide input.

4.02 SEMPO will collaborate with IDOT for purposes of agreeing upon the proposed statewide performance targets and will either support IDOT's targets or set its own targets no later than 180 days after IDOT sets its targets.

ARTICLE V REPORTING OF PERFORMANCE TARGETS

5.01 IDOT will report final statewide targets for Transit Asset Management on October 1 of each year in the National Transit Database.

5.02 IDOT will report final statewide targets for transportation systems performance data related to safety by August 31 of each year in the Highway Safety Improvement Program ("HSIP") Annual Report.

5.03 IDOT will report final statewide targets for transportation performance management data related to pavement and bridges by October 1 every two years in the State Performance Report, 23 CFR 450.216(f).

5.04 IDOT will report final statewide targets for transportation performance management data related to system performance by October 1 every two years in the State Performance Report, 23 CFR 450.216(f).

5.05 SEMPO will notify IDOT of its decision to support IDOT's targets, or set its own targets, no later than 180 days after IDOT sets its targets. Such decision will be made by official action of SEMPO's Board of Directors unless authority has been delegated to a lesser committee.

5.06 If SEMPO decides to set its own targets, then it will provide IDOT with any supplemental data to be used.

5.07 IDOT will submit the statewide targets by way of the FHWA portal at: <https://www.fhwa.dot.gov/tpm/>.

ARTICLE VI REPORTING PERFORMANCE TARGETS USED IN TRACKING PROGRESS TOWARD ATTAINMENT OF CRITICAL OUTCOMES FOR THE MPO REGION

6.01 The Parties will work collaboratively to report on the efficacy of the performance targets within IDOT's Long-Range Transportation Plan (LRTP) and Statewide Transportation Improvement Program (STIP) and as well as SEMPO's Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

6.02 IDOT will develop, with input from SEMPO, a system performance report (with subsequent updates) evaluating the condition and functioning of the transportation system, including the progress achieved by SEMPO in meeting the performance targets adopted after May 27, 2018, pursuant to 23 CFR 450.216(f).

6.03 SEMPO will provide, in its MTP, a system performance report (with subsequent updates) evaluating the condition and functioning of the transportation system, including the progress achieved by SEMPO in meeting the performance targets adopted after May 27, 2018, pursuant to 23 CFR 450.216(f).

6.04 SEMPO will provide, in its TIP, an analysis of the anticipated effect of the TIP toward achieving the performance targets identified in the MTP, linking investment priorities to those performance targets for any TIP amended or adopted after May 27, 2018, (23 CFR 450.326(d)).

6.05 IDOT and SEMPO will report on the targets and performance of those targets as consistent with the requirements established by the FHWA and FTA on National Performance Management Measures (23 CFR 490) and Transit Asset Management (49 CFR 625; 49 CFR 673).

ARTICLE VII ENFORCEABILITY, ASSIGNMENT, AND THIRD-PARTY RIGHTS

7.01 The covenants and agreements contained herein shall be binding upon and inure to the sole benefit of the Parties and their successors and assigns. No transfer or assignment of this Agreement, or any part thereof or interest therein, directly or indirectly, voluntarily or involuntarily, shall be made unless such transfer or assignment is approved in writing by the Parties. Nothing herein, express or implied, is intended to or shall confer upon any other person, entity, company, or organization, any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

ARTICLE VIII ENTIRE AGREEMENT

8.01 This Agreement represents the entire agreement and understandings of the Parties. No oral or other written provisions shall have any force or effect except those contained in a written amendment to this Agreement, executed by the Parties.

ARTICLE IX NOTICES

9.01 Any notice required by this Agreement shall be deemed properly given to the Party to be notified at the time it is personally delivered or mailed by certified mail, return receipt requested, to the Party's address. The address of each Party is below, and any Party may change its address for receiving notices pursuant to this Agreement by providing notice in accordance with this Article.

ILLINOIS DEPARTMENT OF TRANSPORTATION

Bureau Chief, Planning
Office of Planning and Programming
2300 S. Dirksen Parkway
Springfield, Illinois 62764

SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

C/O City of Cape Girardeau
Development Services Department
401 Independence Street
Cape Girardeau, Missouri 63703

ARTICLE X GOVERNING LAW

10.01 This Agreement will be governed by State and Federal laws, regulations, and policies. Pursuant to the Anti-Deficiency Act, 31 U.S.C. Section 1341(a)(1) (1994), nothing in this Agreement shall be construed as binding on the United States to expend any sum in excess of appropriations made by Congress for the purposes of this Agreement, or as involving the United States in any contract or other obligation for the further expenditure of money in excess of such appropriations.

ARTICLE XI WAIVER

11.01 Neither the failure of any Party to exercise any power given to it hereunder or to insist upon strict compliance by the other Party with its obligations hereunder, and no custom or practice of the Parties at variance with the terms hereof, shall constitute a waiver of any Party's right to demand exact compliance with the terms hereof.

ARTICLE XII MODIFICATIONS

12.01 No modification to this Agreement shall be effective until approved by the Parties in writing.

ARTICLE XIII COUNTERPARTS

13.01 This Agreement may be signed in multiple counterparts, each of which shall be treated as an original but which, when taken together, shall constitute one and the same instrument.

ARTICLE XIV TERM

14.01 This Agreement is effective on the Effective Date until as long as is necessary to comply with Federal Law.

IN WITNESS THEREOF, the Parties have passed and approved this Agreement on the dates appearing above their respective signatures.

Dated: _____

Dated: _____

**SOUTHEAST METROPOLITAN PLANNING
ORGANIZATION**

By: _____
Ryan Shrimplin, Executive Director

**ILLINOIS DEPARTMENT OF
TRANSPORTATION**

By: _____
Erin Aleman, Director
Office of Planning and Programming

Attest: _____
Name:
Title:

Dated: _____

SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2020-XX

**A RESOLUTION ADOPTING THE
FY 2021 UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the Board of Directors of the Southeast Metropolitan Planning Organization is the Executive Body of the metropolitan planning organization designated by the Governor of the State of Missouri and the Governor of the State of Illinois for the Cape Girardeau - Jackson urbanized area, and responsible for carrying out the provisions of 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.308, and 23 CFR 450.314; and

WHEREAS, the Southeast Metropolitan Planning Organization is charged with the preparation and adoption of an annual Unified Planning Work Program as specified in 23 CFR 450.308 as part of a continuous, cooperative, and comprehensive transportation planning process; and

WHEREAS, the FY 2021 Unified Planning Work Program has been prepared in accordance with the federal regulations; and

WHEREAS, the FY 2021 Unified Planning Work Program has been presented to the public for review and comment; and

WHEREAS, the Technical Planning Committee has recommended adoption of the FY 2021 Unified Planning Work Program to the Board of Directors.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Southeast Metropolitan Planning Organization hereby adopts the FY 2021 Unified Planning Work Program as shown in the attached exhibit, which is incorporated herein by reference.

PASSED AND APPROVED THIS 20th DAY OF MAY, 2020.

Bob Fox, Chairman

ATTEST:

Alex McElroy, Executive Director