

Santa Fe Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM

July 1st, 2010 – June 30th, 2012



**Approved by the Transportation Policy Board, April 8, 2010
Amended: July 8, 2010; January 13, 2011; November 10, 2011**

Santa Fe Metropolitan Planning Organization

Transportation Policy Board

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Unified Planning Work Program 2010-2012

Santa Fe Metropolitan Planning Organization

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Unified Planning Work Program 2010-2012

Santa Fe Metropolitan Planning Organization

INTRODUCTION

The Santa Fe Metropolitan Planning Organization (MPO) is the transportation planning entity for the existing Urbanized Area of Santa Fe, plus those portions of the surrounding area expected to become urbanized over the next 20 years. The MPO is mandated to meet federal requirements under Title 23 U.S.C. and the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) that became public law on August 10, 2005.

SAFETEA-LU addresses the many challenges facing our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities. A continuing SAFETEA-LU provision states that local officials, in cooperation with the State and transit operators, remain responsible for determining the best transportation investments to meet metropolitan transportation needs.

Some key modifications to the metropolitan planning process under SAFETEA-LU include the following provisions:

- MPOs are encouraged to consult or coordinate with planning officials responsible for other types of planning activities affected by transportation, including planned growth, economic development, environmental protection, airport operations, and freight movement.
- The metropolitan planning process is to promote consistency between transportation improvements and the State and local planned growth and economic development patterns.
- Safety and security of the transportation system are separate planning factors that are to be considered during the metropolitan planning process.

In order to accomplish this task, the MPO engages in a process of public review and comment resulting in the annual Unified Planning Work Program, which outlines, budgets, and guides planning projects and activities for the upcoming fiscal year. The MPO, working in partnership with the New Mexico Department of Transportation (NMDOT), will accomplish its tasks in accordance with federal government regulations and review by the Federal Highway and the Federal Transit Administrations.

SAFETEA-LU expired at the end of September 2009, but continues to be extended by Congress through Continuing Appropriations Resolutions. When a new Federal Transportation Funding Act will be enacted is unknown at this time.

PURPOSE

The purpose of the Unified Planning Work Program (UPWP) is to outline multimodal transportation planning activities within a financially constrained budget to be conducted in the Santa Fe MPO planning area. Section 450.308 of 23 U.S.C requires MPO's to identify work proposed to be conducted for a one or two year period. This UPWP covers a two year period from July 1, 2010 through June 30, 2012. Federal definition of a Unified Planning Work Program (UPWP) is *"a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds"*(23CFR450.104)

MPO COMPOSITION

In 1982, the Metropolitan Planning organization was created to represent the City of Santa Fe federally designated urbanized area. Subsequently, transportation planning has been coordinated and addressed through this organization. The Santa Fe Metropolitan FY2000 Census population was 80,337.

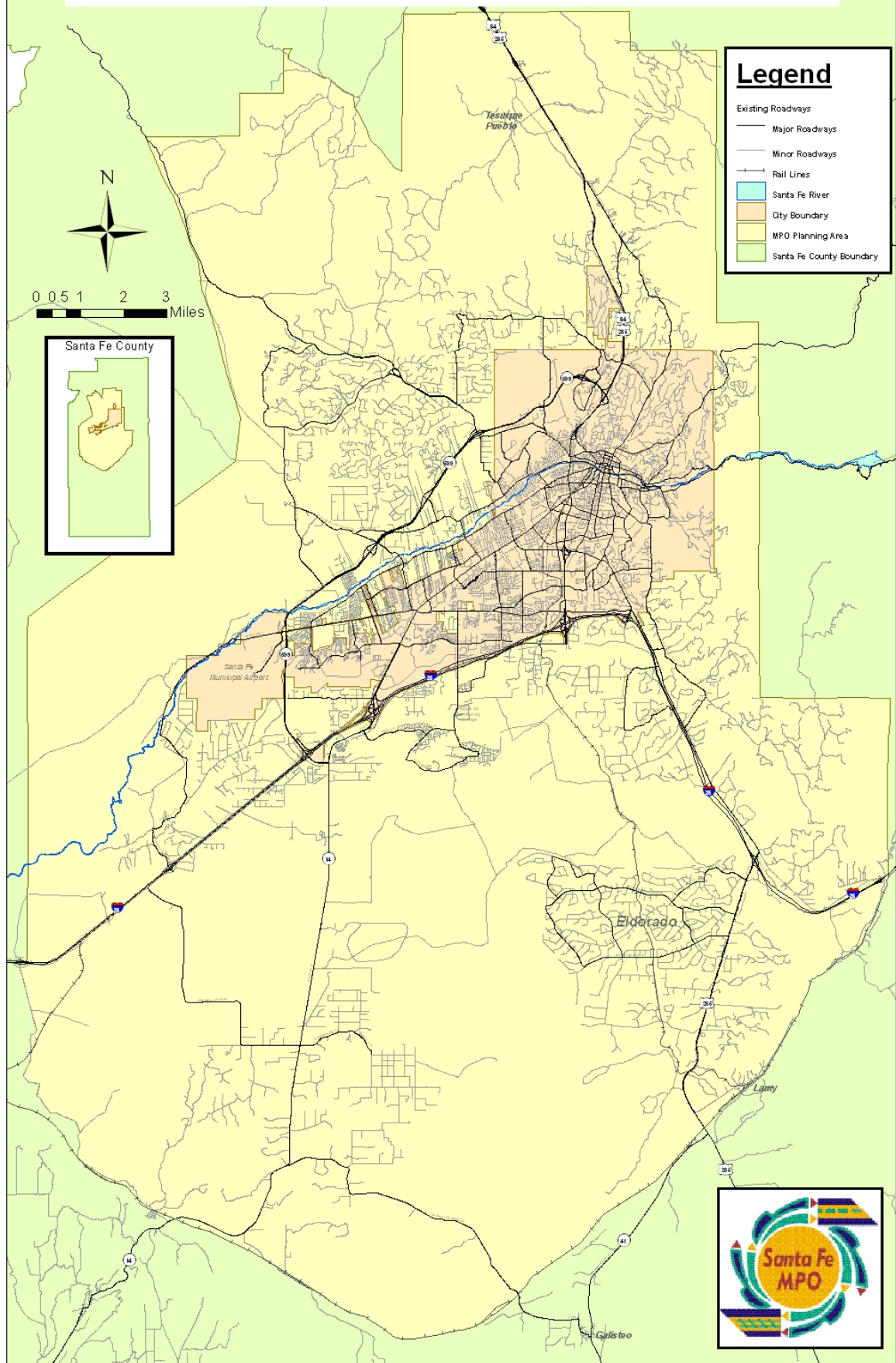
Transportation Policy Board

Currently, the MPO is composed of four member governments: the City of Santa Fe, Santa Fe County, Tesuque Pueblo, and the New Mexico Department of Transportation. As a multi-jurisdictional entity, the MPO addresses transportation systems and improvements as it relates to growth management and land use planning issues within the MPO Planning Area (see map on following page). Traffic and transportation system problems often cross jurisdictional boundaries; therefore, the need exists for intergovernmental cooperation in the process. Also, the planning process should become integrated with existing individual government processes, and should have established policies and plans that ensure proper coordination among agencies and stakeholders. Representatives from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are non-voting members and participate in an advisory capacity.

The primary duties of the Transportation Policy Board are:

- 1) To serve as a multi-jurisdictional transportation planning forum for cooperative decision making on planning, funding, and implementation of transportation infrastructure, programs, and related matters;
- 2) To provide general policy guidance and direction to the MPO Staff and the Technical Coordinating Committee (TCC);
- 3) To receive and act upon recommendations made by the MPO Staff and Technical Coordinating Committee (TCC);
- 4) To review and take action on all MPO planning work products such as the Public Participation Plan (PPP), Unified Planning Work Plan (UPWP), Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Area Studies/Corridor Plans and proposed amendments to adopted plans and programs;
- 5) To receive and consider public input; and

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- 6) To determine boundaries of the planning area.

Technical Coordinating Committee

The Technical Coordinating Committee (TCC) serves in an advisory capacity to the Transportation Policy Board, with voting representation from Santa Fe County Public Works and Planning /Land Use Departments; City of Santa Fe Public Works (Engineering/Traffic) and Long Range Planning; Santa Fe Trails (Santa Fe Area Transit Service Operator), the North Central Regional Transit District; the Santa Fe Public Schools; Tesuque Pueblo; City/County Regional Planning Authority (RPA) and, the New Mexico Department of Transportation. The TCC has non-voting advisory staff members from FHWA, FTA, and the Northern Pueblos RPO.

The main functions of TCC are to ensure coordination among agencies and to develop policy and project recommendations for the MPO Transportation Policy Board. Other functions are to:

- 1) Review and recommend amendments/updates to MPO Bylaws, the SFMPO Metropolitan Transportation Plan (MTP), Public Participation Plan (PPP), Unified Planning Work Program (UPWP), Transportation Improvement Program (TIP), Area Studies/Corridor Plans and proposed amendments to adopted plans and programs;
- 2) Carry out directives from the Transportation Policy Board;
- 3) Provide routine guidance and at least annually report on the adequacy of the urban transportation planning process;
- 4) Periodically review the MPO Boundary and make recommendations for revisions; and
- 5) Recommend revision of the intergovernmental Joint Powers Agreement for tribal government and any future changes.

SFMPO Study Groups

The SFMPO has created various study groups to gather input, address concerns, and discuss options on issues related to the UPWP tasks. Participants include MPO member staff, community advocates and interested citizens. Advisory information is passed on to the TCC to help inform recommendations to the Policy Board.

SFMPO Staff

The City of Santa Fe has been designated as the administrative agent of the MPO. The City is responsible for the operational functions, pursuant to requirements outlined within 23 CFR Part 450 Subpart C and 49 CFR Part 613 Subpart A as referenced in SAFETEA-LU. The MPO is responsible, in partnership with the NMDOT, for carrying out transportation planning in the urban area as well as the area expected to become urbanized over the next 20 years. Primary duties of the MPO include, but are not limited to:

- 1) Develop a long-range transportation plan (MTP) a minimum of every five years;
- 2) Develop and publish an annual Unified Planning Work Program (UPWP) which itemizes all transportation planning activities and budget requirements for each annual work period;

- 3) Develop and update at least biennially a financially constrained Transportation Improvement Program (TIP) for the MPO area;
- 4) Program the administration of transportation planning and multimodal planning funds, and contract administration for these and other funds as necessary;
- 5) Review projects within the MPO Planning Area for compliance with the Metropolitan Transportation Plan and impact on the Santa Fe traffic model.
- 6) Organize meetings and develop agendas for the SFMPO Technical Coordinating Committee and Transportation Policy Board; and
- 7) Maintain the MPO Intelligent Transportation Systems (ITS) architecture.
- 8) Coordinate with NMDOT and FHWA planning staff.
- 9) Document compliance with SAFETEA-LU requirements and the federal self-certification process.
- 10) Provide MPO transportation planning training information for the Technical Coordinating Committee (TCC) and the Transportation Policy Board (TPB)

The MPO Officer/Director is an employee of the City of Santa Fe and is vested with the responsibility of serving as principal staff person for the Transportation Policy Board and secretary of the Technical Coordinating Committee. The MPO Officer supervises the transportation planning process.

Santa Fe MPO Staff includes:

Mark S. Tibbetts (MPO Officer/Director) and Keith Wilson (MPO Senior Planner). An additional staff member or consultant support is anticipated to be utilized to assist with technical programs including the travel demand model, ITS coordination, the Traffic Count Program, Bicycle Planning, Pedestrian Planning and Transit and Rail Planning. Administrative support is provided through a half-time position from the Long Range Planning Division of the Housing and Community Development Department.

NMDOT Planning Liaison(s)

NMDOT assigns a staff planning liaison to work with the SFMPO and local governments. Primary duties of the Planning Liaison are:

- 1) To serve as a liaison to the Transportation Policy Board, TCC and MPO staff;
- 2) To provide technical assistance for the development and implementation of the Transportation Improvement Program;
- 3) To monitor work progress, contracting and billing procedures and coordinate refinements with MPO staff; and
- 4) To assist in program management through the maintenance of current records of expenditures, the reimbursement of funds, the relaying of information, and the channeling of direction from FHWA, FTA, and NMDOT.

Current NMDOT planning liaison staff to the Santa Fe MPO include:

Claude Morelli (MPO Liaison) and Greg White (NMDOT Rail and Transit Division).

Northern Pueblo Regional Planning Organization

The Northern Pueblos Regional Planning Organization is a transportation planning organization for Rio Arriba County, Taos County, Los Alamos County and Santa Fe County. The NPRPO membership includes staff from cities and the four counties, the pueblos of Tesuque, Picuris, Santa Clara, San Ildefonso, Nambe, Pojoaque, Taos, Ohkay Owingeh, the Jicarilla Apache Nation, and the NMDOT. The NPRPO elicits projects for multi-modal transportation and enhancement improvements from its members and recommends them for inclusion into the 4-year Statewide Transportation Improvement Program (STIP). The North Central New Mexico Economic Development District (NCNMEDD) is the fiscal agent for the NPRPO. The MPO and RPO will have direct communication to coordinate transportation planning activities on projects that impact both organizations.

Santa Fe Regional Planning Authority

The Santa Fe City/County Regional Planning Authority (RPA) comprised of four City Councilors and four County Commissioners was set up to provide a forum for deliberation on matters of joint interest to the City and County. The RPA studies and makes policy on such matters including, but not limited to implementation of the RPA Land Use Plan and Map, mutually agreed upon zoning issues, coordination of City and County and RPA Capital Improvement Plans, integrated transportation and transit plans and infrastructure financing. The City and County have agreed to plan and implement and provide oversight for expanded transit services in Santa Fe City and County, and have designated the RPA to oversee the creation, planning, and implementation of regional networks for public transit services.

FUNDING SOURCES

The program areas in the SFY2011/2012 Unified Planning Work Program are funded from federal, state and local sources. Federal funds are provided through the FHWA for basic surface transportation planning, and the FTA for public transportation related planning activities.

Specific funding sources are presented for each UPWP program area. The funds shown may be amended as necessary to reflect modifications to a program's scope of work and changes in funding availability. (See Budget Summary at end of document on page 24)

1 – MANAGEMENT AND SUPPORT OF THE PLANNING PROCESS

1.1 Program Support and Administration

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
1942	\$ 87,390	\$ -	\$ 15,000	\$ 102,390

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Program support and administration includes activities necessary for the management and operation of the MPO. This includes basic overhead, administrative costs, program support such as budget and financial management, and annual and quarterly reporting.

Previous Work:

1. Completion of Quarterly and Annual Reports.
2. Development of Budgets and Financial Management.
3. Attended Training on Administrative Financing of Special Planning Funds.

Programs:

1. Management of the transportation planning contract with the NMDOT including:
 - Preparation of Quarterly and Annual Reports and Contract invoicing.
 - MPO Staff supervision and work assignments.
 - Attendance at quarterly MPO Transportation Planning Program Managers meetings.
2. Review of Federal and State transportation programs and other documents as required.

Products:

1. Administration of contract with NMDOT
2. Quarterly and Annual Performance and Expenditure Reports.

1.2 Unified Planning Work Program

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
500	\$ 22,500	\$ -	\$ -	\$ 22,500

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

To develop an UPWP that reflects the recommendations and priorities outlined in the MTP. The document outlines all planning and administrative activities that will be undertaken by the MPO during the upcoming federal fiscal year.

Previous Work:

1. Creation and Adoption of the UPWP
2. Monitoring of UPWP tasks.

Programs:

1. Monitoring of activities identified in the 2010-2012 UPWP
2. Amend the 2010-2012 UPWP as needed.
3. Develop the 2012-2014 UPWP and have approved by mid April of 2012.
4. Draft 2012-2014 UPWP posted on the SFMPO website for public review.
5. The approved 2012-2014 UPWP posted on the SFMPO website for public review.

Products:

1. Amended 2010-2012 UPWP
2. Approved 2012-2014 UPWP.

1.3 Transportation Improvement Program Preparation and Project Assistance

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
360	\$ 16,200	\$ -	\$ -	\$ 16,200

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period

Objectives:

To develop and monitor a four-year program of transportation improvement projects that is consistent with the Metropolitan Transportation Plan and fiscally constrained. To produce a Transportation Improvement Program (TIP) that is in compliance with SAFETEA-LU and the MPO Public Participation Plan. To work with the SFMPO Technical Coordinating Committee (TCC) and Transportation Policy Board (TPB) members to prioritize projects. To prepare TIP Amendments or Adjustments as required.

Previous Work:

1. Development and Adoption of the FFY2010-2013 TIP and subsequent amendments.
2. Incorporated of the American Recovery and Reinvestment Act funding into the TIP.
3. Tracking of the status of obligated projects.

Programs:

1. Develop a new system/procedure for soliciting and tracking new, existing, and past projects.

2. Develop a new format for displaying the TIP similar to that used by the NMDOT and MRCOG.
3. Solicit project requests from the public and governmental agencies for the FFY2012-2015 TIP.
4. Work with the SFMPO TCC, and TPB to prioritize projects to develop a fiscally constrained TIP in conformance with the Metropolitan Transportation Plan.
5. Submit the approved TIP to NMDOT for inclusion in the STIP
6. Facilitate any required adjustments or amendments to the TIP
7. Draft and amended TIP's will be posted on the SFMPO website for public review.
8. The approved FFY2012-2015 TIP will be posted on the SFMPO website.
9. Keep track of the status of obligated projects from previous TIP's

Products:

1. Amended FFY2010-2013 TIP.
 2. Adopted FFY2012-2015 TIP.
 3. Up to date List of Obligated TIP Projects.
 4. A new system to solicit and track TIP projects.
 5. New TIP format similar to NMDOT STIP.
-

1.4 Compliance with the Federal Transportation Funding Act

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
15	\$ 675	\$ -	\$ -	\$ 675

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

To ensure the SFMPO is meeting the requirements as specified for compliance with the SAFETEA-LU and subsequent reauthorized legislation of the Federal Transportation Funding Act.

Previous Work:

1. In process of completing requirements and recommendation of certification special review.
2. Approved Joint Powers Agreement between the 4 Governing Bodies
3. MPO Bylaws reviewed and amended.
4. MPO Planning Area revised to include Tesuque Pueblo.

Program:

1. Continue to support and improve provisions specified under SAFETEA-LU in the following categories: Annual Listing of Projects; Fiscal Constraint; Environmental Mitigation Activities; Consultation and Cooperation; Public Transit Element; Transportation Facilities; Interested Parties and Participation; and, Safety and Security. Strategies and policies will be assessed and included in the 2010-2035

MTP Update, amended FFY2010-2013 TIP, FFY2012-2015 TIP, SFY2011/2012 UPWP and other federally required documents.

2. Complete Self Certification of the SFMPO.

Products:

1. Planning documents in conformance with Federal Transportation Planning Legislation.
 2. Completion of Self Certification.
-

1.5 Public Participation Process

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
725	\$ 32,625	\$ 1,000	\$ 24,025	\$ 57,650

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

The Santa Fe MPO will actively involve the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act, the MPO Public Participation Plan and MPO Bylaws, an annual approved meeting schedule of MPO Technical Coordinating Committee and Transportation Policy Board meetings, and applicable federal regulations. The MPO will continue to maintain a Santa Fe MPO website in order to maximize public outreach.

Previous Work:

1. Development of SFMPO Website [www.santafempo.org].
2. Staffing of SFMPO TCC, TPB and Bicycle/Pedestrian Study Group.
3. Distribution and posting of Meeting Agenda's and Minutes for the SFMPO TCC and TPB.
4. Creation and Distribution of meeting minutes and agendas for SFMPO committees.

Programs:

1. Review and update the SFMPO Public Participation Plan
2. Distribution of Public Notices as outlined in the PPP.
3. Staffing of SFMPO TCC, and TPB.
4. Development and distribution of Meeting Agenda's and Minutes for the SFMPO TCC, and TPB.
5. Maintenance and update of SFMPO website to continue to make MPO materials more accessible to and functional for the Public.

Products:

1. Revised Public Participation Plan.
 2. Up to date and functional SFMPO Website.
 3. Staffing and distributed Meeting agendas and minutes for the SFMPO TCC, Bicycle/Pedestrian Study Group and TPB.
-

2 – DATA COLLECTION AND ANALYSIS ACTIVITIES

2.1 Traffic Counting and Additional Data Collection

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
350	\$ 15,750	\$ 50,000	\$ 22,000	\$ 87,750

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

To conduct, or have conducted, annual traffic volume and classification traffic counts on arterials, collectors, and regionally significant roads within the MPO Planning Area to assist with the assessment of annual growth and traffic changes for land use planning and impacts from local and regional transit and commuter rail service development. To collect pertinent data to assist with the improvement of the base year inputs for the travel demand forecast model as well as for validation of forecasts.

Previous Work:

1. Traffic Count Maps for 2004 through 2008.

Programs:

1. Conduct a comprehensive review of the Existing Traffic Count Program.
2. Develop a City, County, NMDOT Coordinated Traffic Count Program.
3. Contract with the City of Santa Fe, a third party or student co-op's to collect traffic count data.
4. Investigate purchase of count equipment and if found necessary purchase equipment and software.
5. Participate in the NMDOT Consolidated Traffic Database Research Project.
6. Investigate obtaining and analysis traffic count data collected by permanent count equipment operated by the City of Santa Fe, County of Santa Fe and NMDOT. Expend funds if necessary to allow transfer and formatting of the collected data.
7. Create a Traffic Count Map for Data collected in 2010 and 2011.
8. Develop a database of past and present traffic counts to assist with the calculation of annual growth rates and evaluation of traffic changes.
9. Explore ways to display or make available traffic count data using the SFMPO website including purchase of software and maintenance contract with traffic data management firm that will provide linked public access to uploaded Santa Fe MPO traffic data
10. Conduct other data collection activities necessary to support the SFMPO Transportation Planning Activities.
11. Utilize GIS to create mapping and visualization products.

Products:

1. Multi-year program for conducting traffic volume and classification counts.

2. Traffic Count Maps
 3. Database containing past and present traffic count data.
 4. Data available to public via the SFMPO website.
-

2.2 Road Inventory and Functional Classification Updates

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
20	\$ 900	\$ -	\$ -	\$ 900

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Review and make recommendations in coordination and cooperation with NMDOT concerning the functional classification system to ensure consistency with the statewide functional classification listing which was last updated in 2004. Work with NMDOT, the City and the County to update the Road Inventory.

Programs:

1. Conduct a review and update in cooperation with NMDOT, the City and County of the Functional Classification system within the SFMPO urbanized area.
2. Bring any updates to the Functional Classification system for endorsement of the TCC and TPB.
3. Work with NMDOT, the City and the County to update the Road Inventory.
4. Utilize GIS to create mapping and visualization products.

Products:

1. Initial review and preliminary update of Functional Classification system for the Santa Fe Metropolitan Planning Area in coordination with NMDOT. [Will be transitioned into 2012-2014 UPWP]
-

2.3 Travel Demand Modeling and Related Activities

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
370	\$ 16,650	\$ 75,000	\$ 2,000	\$ 93,650

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Travel Demand Models are a major analytic tool for MPOs. The Travel Demand forecast model compares a “no build” transportation network to a transportation network that includes investment options (infrastructure projects and service programs). Update the network coding and demographics to create a 2010 Base Year

model. Utilize the model to guide investment decisions in the Metropolitan Transportation Plan and the Transportation Improvement Program. Utilize the model to assess the impacts of land use decisions and plans on the transportation network by using different land use scenarios as data sets to the model. Update the Transit and Rail components of the model.

Previous Work:

1. Transportation Analysis Zones map revised to include Tesuque Pueblo.
2. VISUM Travel Demand model updated to include revised socio-economic forecast data and road network changes.
3. VISUM Travel Demand model updated to include a model split analysis.
4. VISUM Travel Demand model utilized in for the I-25, NM599 and St. Francis Drive Corridor Studies.

Programs:

1. Monitor developments of the 2010 Census and resulting CTPP.
2. Prepare model, including updating the Base Year Network to provide an accurate reflection of the road network for a 2010 Base Year.
3. Incorporate Census data to develop land use and demographic datasets for a 2010 Base year.
4. Begin calibration and validation of Base Year 2010 Model.
5. Conduct a review of Forecast land use and demographic datasets to investigate the feasibility of developing a 10 year and 25 year projections.
6. Create Forecast year Networks based on the updated Base Year Network and incorporating recommendations from the MTP.
7. Identify data needs to create a more robust transit and rail analysis within the model, implement if feasible.
8. Investigate creation of simulation visualizations using VISSIM software of the Travel Demand model scenarios.
9. Utilize an on-call Professional Service Agreement (PSA) with consultant(s) to assist with model development where necessary.
10. Procure staff training in VISUM and VISSIM software packages.
11. Utilize GIS to create mapping and visualization products.

Products:

1. Possible Updated Travel Demand Model.
2. Possible more robust transit and rail components of the model.
3. Possible modeled visualizations of different scenarios.

2.4 Maintenance and Deployment of ITS Regional Architecture

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
100	\$ 4,500	\$ -	\$ -	\$ 4,500

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Intelligent Transportation Systems architecture is a collection of advanced sensor, computer, electronic, and communication technologies to improve the safety and efficiency of the surface transportation systems. ITS will improve safety, reduce congestion and travel times, provide weather information, manage special events traffic, coordinate emergency evacuations, and facilitate multimodalism. Improving deployment of the architecture through continuing efforts of partners as well as in coordination with adjacent local and tribal governments is a key objective.

Previous Work:

1. In fiscal year 2005-06, SFMPO, in collaboration with the City of Santa Fe, Santa Fe County, NMDOT and FHWA, completed the Santa Fe Regional ITS Architecture.

Programs:

1. Work with the City of Santa Fe, Santa Fe County, NMDOT and FHWA to produce an update of the Santa Fe Regional ITS Architecture scheduled to start in August 2010.
2. Utilize Consultant Services to assist with the ITS Architecture Update.
3. Create an ITS Subcommittee or working group of the MPO to review and develop ITS projects within the MPO Planning Area.
4. Work with the City of Santa Fe, Santa Fe County, NMDOT and FHWA to ensure that ITS elements are considered and deployed where necessary.
5. Utilize GIS to create mapping and visualization products.

Products:

1. Updated Regional ITS Architecture.

3 – TRANSPORTATION PLANNING ACTIVITIES AND INITIATIVES

3.1 Bikeways Planning

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
800	\$ 36,000	\$ 49,000	\$ 15,000	\$ 100,000

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Expand on the work previously completed to identify and prioritize new Bikeway connections and extensions for the MTP and develop a comprehensive master plan for Bikeways in the Metropolitan Planning Area which would not only discuss in more detail the prioritized Bikeway connections and extensions, but also investigate best practices for bikeway crossings (at grade and grade separated) at new and existing crossings. To work with the City and County to ensure that appropriate bikeway connections and extensions and on road facilities are incorporated into development plans. Sponsor and/or participate in events to promote bicycling as a viable and safe mode of transportation. Utilize consultant services to assist with this task.

Previous Work:

1. Comprehensive prioritized list of future Bikeway connections and extensions incorporated in the MTP.
2. 2009 Bikeways and Trails Map
3. 2008 Bikeways and Trails Map
4. Participation in the Santa Fe Bike to Work Week Events

Programs:

1. Continue to coordinate with MPO Bicycle/Pedestrian Study Group, City BTAC and County COLPAC in the development of the Bikeways Master Plan
2. Utilize consultant services to complete Bikeways Master Plan.
3. Conduct additional research and analysis on identified bikeway connections and extensions as needed.
4. Produce an Updated Bikeways and Trails Map.
5. Work with City and County staff on incorporating bikeways into development plans.
6. Sponsor and/or participate in the Santa Fe Bike to Work to Work Week and other Events that promote bicycling.
7. Utilize GIS to create mapping and visualization products.

Products:

1. Bicycle Master Plan.
2. Updated 2012 Santa Fe Bikeways and Trails Map.

3.2 Pedestrian Planning

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
250	\$ 11,250	\$ 70,000	\$ 5,000	\$ 86,250

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

To conduct a comprehensive review of pedestrian issues within the MPO Planning Area to identify future projects whether they be new sections of sidewalks or improvements to the existing network. Work with the Schools and NMDOT to develop a formalized Safe Routes to School Program for the Santa Fe MPO Area. Work with Public Health to expand their Prescription Trails Program. Utilize consultant services to assist with this task.

Previous Work:

1. Participation in the Santa Fe Walks initiative
2. Attended workshops/webinars on Safe Routes to School.

Programs:

1. Complete a comprehensive review of existing Pedestrian Plans, Resolution, Ordinances, or related documents to identify current planning and policies related to pedestrians. Make recommendations for revisions where necessary.
2. Utilize consultant services to complete Pedestrian Master Plan.
3. Complete an inventory utilizing GIS of the existing pedestrian infrastructure.
4. Work with the NMDOT, City and County to identify deficiencies in the existing pedestrian infrastructure and identify a prioritized list of improvements.
5. Identify best practices in pedestrian crossing treatments.
6. Compile findings in a Pedestrian Master Plan document.
7. Work with the Schools and NMDOT to develop a formalized Safe Routes to School program for the MPO Planning Area.
8. Utilize GIS to create mapping and visualization products.

Products:

1. Pedestrian Master Plan
2. Safe Routes to School Program

3.3 Comprehensive Long Range Transit and Rail Study

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
270	\$ 12,150	\$ 105,000	\$ 5,000	\$ 122,150

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Develop a Scope of Work for a comprehensive Long Range Transit and Rail Study for the Metropolitan Area and investigate possible funding sources in addition to the MPO planning funds to complete it. As the area continues to urbanize there are limited opportunities to expand the road network to create the needed vehicle capacity to accommodate the Single Occupancy Vehicle. Given that a majority of Santa Fe employees commute from all over the region a comprehensive long range study needs to be conducted to identify future transit and rail needs to attract and accommodate travelers on public transportation. The study should also investigate the feasibility of local rail service between NM599 and Santa Fe Depot stations and also service to Eldorado and Lamy.

Previous Work:

1. Participation in the St Francis Drive Corridor Study.
2. Participation in the Santa Fe Regional Planning Authority Service Plan
3. Participation in the NCRTD Service Plan
4. Participation in the NMDOT Statewide Public Transportation Plan
5. Preliminary meetings with Transit and Rail Providers to discuss possible scopes for such a study.

Programs:

1. Set up a subcommittee or working group of the TCC to assist with and oversee the development of this task.
2. Participation in the NMDOT Statewide Rail Plan
3. Hire a consultant to assist with the development of a Scope of Work for the Comprehensive Long Range Metropolitan Transit and Rail Study
4. Investigate possible funding sources to assist with paying for the Study.
5. If funding is identified, solicit proposals for the Service Plan and begin work.
6. Study the feasibility of local Rail Runner Service between the Santa Fe Depot and the NM 599 Station, and between Santa Fe Depot, Eldorado and Lamy.
7. Utilize GIS to create mapping and visualization products.

Products:

1. Scope of Work for Comprehensive Long Range Transit and Rail Study.
2. Comprehensive Long Range Transit and Rail Study if funds become available.

3.4 Existing Transit and Rail Services Planning

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
600	\$ 27,000	\$ -	\$ -	\$ 27,000

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Continue to facilitate and coordinate short term planning efforts between Santa Fe Trails, the Regional Planning Authority, and the North Central Regional Transit District (NCRTD). Continue to facilitate and coordinate planning efforts between the New Mexico Rail Runner and the Transit agencies. Investigate opportunities to utilize rail for freight transportation.

Previous Work:

1. Added modal split analysis to VISUM traffic model.
2. Selected preferred locations for an additional Rail Runner station within the Metropolitan Planning Area.
3. Participation in the Santa Fe Regional Planning Authority Service Plan
4. Participation in the NCRTD Service Plan

Programs:

1. Facilitate discussions between Santa Fe Trails, Regional Planning Authority and NCRTD to ensure continuity of existing services throughout the Metropolitan Planning Area.
2. Provide planning and travel demand model assistance as necessary to facilitate coordination of local and regional transit with commuter rail service.
3. Attend meetings, where relevant which addresses services of the Santa Fe Trails, NCRTD, NMDOT Park and Ride and Rail Runner.
4. Participate in planning of multimodal transportation activities including, but not limited to, the commuter rail corridor, the City Rail Yard pertaining to transportation, the development of plans for a future downtown transit facility, the NM Park and Ride Transit services, and promotion of "Alternatives to SOV Travel" events.
5. Facilitate discussions that can lead to the opening of the Rail Runner Zia Station and Las Soleras Station.
6. Coordinate with NMDOT Rail/Trail Bureau to integrate the Coordinated Public Transit-Human Services Transportation Plan into the MPO Planning Process.
7. Investigate opportunities to utilize rail for freight transportation.
8. Utilize GIS to create mapping and visualization products.

Products:

1. Involvement in multimodal transportation activities.
2. Integration of the Coordinated Public Transit-Human Services Transportation Plan into the MPO Planning Process.
3. Progress towards opening Zia and Las Soleras Stations.

3.5 Participation in and Review of NMDOT, City and County Studies

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
450	\$ 20,250	\$ -	\$ -	\$ 20,250

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Continue to participate and assist with the planning and data gathering in coordination with the TCC and the relevant City or County Agency coordinating studies whose outcome will have impacts on the Transportation Network within the Metropolitan Planning Area. Coordination of these studies is critical in determining future project justification and funding priorities. Current studies include:

- Las Soleras TOD development
- Zia Road/ St. Francis Drive TOD development
- The Pavilion Office Complex
- Other land development projects that significantly impact the MTP

Previous Work:

1. Attended Development Review Team Meetings on projects.
2. Provided travel demand modeling assistance when necessary.

Programs:

1. Attend relevant meetings associated with each significant development proposal
2. Provide relevant input and analysis for each significant development proposal as requested.
3. Ensure outcomes of the studies meet the relevant requirements for future project justification and funding priorities.

Products:

1. Future projects that conform to funding priorities and are in line with the recommendations of the MTP.

3.6 Safety Initiatives

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
75	\$ 3,375	\$ 5,000	\$ 2,000	\$ 10,375

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Identify and utilize available crash data to determine hazardous locations or sections of roadway within the Metropolitan Planning Area. Use the identified hazardous locations to determine future transportation planning safety initiatives.

Previous Work:

1. Staff attended a Safety Summit workshop.
2. Staff attended a Workshop on Safe Routes to School.

Programs:

1. Meet with State and Local officials to identify available crash data and completed analysis to prevent duplication of efforts.
2. Analyze available crash data and create a ranked list of the hazardous locations.
3. Advocate for the inclusion and analysis of Roundabout options as part of any study of intersection safety mitigation measures.
4. Utilize GIS to create mapping and visualization products.
5. Identify future planning initiatives based on the results of the crash analysis.
6. Create a report outlining the process and findings of the analysis.

Products:

1. Report providing a prioritized list of the most hazardous locations in the Santa Fe Metropolitan Planning Area. [Will be transitioned into 2012-2014 UPWP]
 2. Identified future planning initiatives.
-

3.7 Congestion Management Initiatives

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
25	\$ 1,125	\$ 2,000	\$ 10,000	\$ 13,125

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

To identify existing congested corridors and “bottlenecks” within the Metropolitan Planning Area and identify future planning initiatives to mitigate identified area. To utilize the travel demand model to identify future congested corridors and “bottlenecks” so that a proactive approach can be taken with future planning initiatives. Identify ways to divert freight traffic away from St. Francis Drive to NM599.

Previous Work:

1. Transportation Analysis Zones map revised to include Tesuque Pueblo.
2. VISUM traffic model updated to include revised socio-economic forecast data and road network changes.
3. VISUM traffic model updated to include a model split analysis.
4. Participation in the NM599 Corridor Study.
5. Participation in the St. Francis Drive Corridor Study.
6. Participation in the I-25 Corridor Study.
7. Participation in the Northwest Quadrant Study.
8. Participation in the Siler Road Bridge and Road Extension Study.
9. Staff attended a workshop on Multimodal Freight Forecasting.

Programs:

1. Work with NMDOT and FHWA on obtaining funding to study “Bottlenecks”.

2. Investigate ways to collect travel time data along major corridors and if deemed feasible, purchase equipment if needed and collect travel time data along those corridors.
3. Utilize existing and future data to identify congested corridors and “Bottlenecks”.
4. Use the travel demand model to identify future congested corridors and “Bottlenecks”.
5. Work with NMDOT and Truck Companies to identify reasons for route choice through the Metropolitan Planning Area and identify ways to divert that freight traffic from major arterials through the Metropolitan Planning Area to NM599. Identify other freight issues and work to resolve them.
6. Advocate for the inclusion and analysis of roundabout options as part of any study of congestion mitigation measures.
7. Utilize VISSIM simulation model to produce visualization products for public presentations.
8. Develop future planning initiatives based on the findings of the analysis.
9. Utilize GIS to create mapping and visualization products.
10. Create a report outlining process and findings of the analysis.

Products:

1. Report providing a list of identified existing and future congested locations in the Santa Fe Metropolitan Planning Area. [Will be transitioned into 2012-2014 UPWP]
2. Possible Visualization products for presentations.
3. Identified future planning initiatives.

3.8 Education, Outreach and Coordination Activities

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
600	\$ 27,000	\$ 14,555	\$ 12,000	\$ 53,555

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

Participate in local, regional and statewide efforts to promote coordination among the SFMPO, Regional Planning Organizations (RPO's), the North Central Regional Transportation District (NCRTD), NMDOT and FHWA. Present information created either through these interregional efforts or through the SFMPO unified planning work program to agencies, professional organizations, or conferences. Attend technical/professional workshops, trainings or conferences to enhance professional skills and knowledge. Sponsor workshops/educational events relevant to the activities and goals of the SFMPO.

Previous Work:

1. Participated in workshops or trainings in Safe Route to Schools, Multi-modal Freight Forecasting, Administrative Financing of Special Planning Funds, Roundabouts and a Safety Summit.

Programs:

1. Attend relevant local, regional and statewide efforts to promote coordination among the SFMPO, Regional Planning Organizations (RPO's), the North Central Regional Transportation District (NCRTD), NMDOT and FHWA.
2. Attend all relevant workshops, trainings and conferences to enhance staff professional skills and knowledge.
3. Conduct public presentations to inform local and regional advocacy groups, transportation professionals, and public officials about statewide and interregional transportation planning efforts, funding issues, or innovative programs.
4. Sponsor Roundabout Design and Education trainings and other relevant trainings.

Products:

1. State and interregional agreements about transportation planning and funding as appropriate.
 2. A public well informed about transportation planning efforts, funding, and innovative programs.
 3. Staff up to date with professional skills and knowledge.
-

3.9 Update of the Long Range Metropolitan Transportation Plan

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
900	\$ 40,500	\$ 20,000	\$ 1,000	\$ 61,500

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

Objectives:

An update of the Metropolitan Transportation Plan (MTP) is required every five years with the next update due to cover the years 2010 to 2035. A preliminary draft MTP was produced during the 2009-2010 UPWP year. A six month extension has been approved to allow the MPO staff to expand certain sections of the plan and to conduct additional agency and public outreach prior to adoption of the plan by the Transportation Policy Board.

Previous Work:

1. Publication of the Metropolitan Transportation Plan 2005-2030.
2. Preliminary Draft of the Metropolitan Transportation Plan 2010-2035

Programs:

1. Expand content of the current Preliminary Draft MTP document.
2. Conduct at least three Public Input Meetings to present a Draft Plan and to solicit input on the needs of the Metropolitan Planning Areas transportation network.
3. Identify and consult with key stakeholders, such as Federal, State and local Agencies, Chamber of Commerce, Disability Groups, etc. to solicit input on the Metropolitan Planning Areas transportation network.

4. Utilize where necessary the services of private consultants to assist with the development and production of the MTP.
5. Work with the TCC and TPB on the development and publication of the MTP.
6. Drafts of the MTP will be posted on the SFMPO website for public review.
7. The Approved MTP will be posted on the SFMPO website.
8. Staff will attend pertinent development review meetings for projects that will have a significant impact on the transportation network within the Metropolitan Planning Area.
9. Utilize GIS products as presentation tools and visualizations within the MTP report.

Products:

1. Approved and published MTP 2010-2035.
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BUDGET SOURCES SUMMARY (July 1st, 2010 – June 30th, 2012)

FUNDING SOURCE	AMOUNT	COMMENTS
FHWA (Section 112 PL Funds)		
SFY2010 MPO Planning Funds	\$ 147,789	Carry Over Federal Funds SFY2010
COSF Required Match	\$ 25,185	14.56% Local Match
SFY2011 MPO Planning Funds	\$ 205,259	Estimated Federal Funds SFY2011
COSF Required Match	\$ 34,979	14.56% Local Match
SFY2012 MPO Planning Funds	\$ 205,259	Estimated Federal Funds SFY2012
COSF Required Match	\$ 34,979	14.56% Local Match
Additional MPO Planning Funds	\$ 84,424	Previously Unobligated Funds for SFY 2012
COSF Required Match	\$ 14,387	14.56% Local Match
Total Section 112 PL Funds	\$ 642,730	
Total COSF Required Match	\$ 109,529	14.56% Local Match
TOTAL	\$ 752,259	
FTA (Section 5303 PL Funds)		
SFY2010 MPO Planning Funds	\$ 24,202	Carry Over Federal Funds SFY2010
COSF Required Match	\$ 6,051	20% Local Match
SFY2011 MPO Planning Funds	\$ 34,889	Estimated Federal Funds SFY2011
COSF Required Match	\$ 8,722	20% Local Match
SFY2012 MPO Planning Funds	\$ 34,816	Estimated Federal Funds SFY2012
COSF Required Match	\$ 8,704	20% Local Match
Additional MPO Planning Funds	\$ 10,148	Previously Unobligated Funds for SFY 2012
COSF Required Match	\$ 2,537	20% Local Match
TOTAL Section 5303 PL Funds	\$ 104,055	
Total COSF Required Match	\$ 26,014	20% Local Match
TOTAL	\$ 130,069	
TOTAL PL FUNDS	\$ 746,786	
Total COSF required match	\$ 135,543	
TOTAL BUDGET	\$ 882,329	

FHWA - Federal Highway Administration

FTA - Federal Transit Administration

COSF - City of Santa Fe

TASKS

1 – MANAGEMENT AND SUPPORT OF THE PLANNING PROCESS

- 1.1 Program Support and Administration
- 1.2 Unified Planning Work Program
- 1.3 Transportation Improvement Program Preparation and Project Assistance
- 1.4 Compliance with the Federal Transportation Funding Act (SAFETEA-LU)
- 1.5 Public Participation Process

2 – DATA COLLECTION AND ANALYSIS ACTIVITIES

- 2.1 Traffic Counting and Additional Data Collection
- 2.2 Road Inventory and Functional Classification Updates
- 2.3 Travel Demand Modeling and Related Activities
- 2.4 Maintenance and Deployment of ITS Regional Architecture

3 – TRANSPORTATION PLANNING ACTIVITIES AND INITIATIVES

- 3.1 Bicycle Planning
- 3.2 Pedestrian Planning
- 3.3 Comprehensive Long Range Transit and Rail Study
- 3.4 Existing Transit and Rail Services Planning
- 3.5 Participation and Review of NMDOT, City and County Studies
- 3.6 Safety Initiatives
- 3.7 Congestion Management Initiatives
- 3.8 Education, Outreach and Coordination Activities
- 3.9 Update of the Long Range Metropolitan Transportation Plan

BUDGET SUMMARY BY TASK (July 1st, 2010 – June 30th, 2012)

Task	Estimated Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
1.1	1942	\$ 87,390	\$ -	\$ 15,000	\$ 102,390
1.2	500	\$ 22,500	\$ -	\$ -	\$ 22,500
1.3	360	\$ 16,200	\$ -	\$ -	\$ 16,200
1.4	15	\$ 675	\$ -	\$ -	\$ 675
1.5	725	\$ 32,625	\$ 1,000	\$ 25,934	\$ 59,559
Total	3542	\$ 159,390	\$ 1,000	\$ 40,934	\$ 201,324

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

2- DATA COLLECTION AND ANALYSIS ACTIVITIES

Task	Estimated Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
2.1	350	\$ 15,750	\$ 50,000	\$ 22,000	\$ 87,750
2.2	20	\$ 900	\$ -	\$ -	\$ 900
2.3	370	\$ 16,650	\$ 75,000	\$ 2,000	\$ 93,650
2.4	100	\$ 4,500	\$ -	\$ -	\$ 4,500
Total	840	\$ 37,800	\$ 125,000	\$ 24,000	\$ 186,800

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

3- TRANSPORTATION PLANNING ACTIVITIES

Task	Estimated Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
3.1	800	\$ 36,000	\$ 49,000	\$ 15,000	\$ 100,000
3.2	250	\$ 11,250	\$ 70,000	\$ 5,000	\$ 86,250
3.3	270	\$ 12,150	\$ 105,000	\$ 5,000	\$ 122,150
3.4	600	\$ 27,000	\$ -	\$ -	\$ 27,000
3.5	450	\$ 20,250	\$ -	\$ -	\$ 20,250
3.6	75	\$ 3,375	\$ 5,000	\$ 2,000	\$ 10,375
3.7	25	\$ 1,125	\$ 2,000	\$ 10,000	\$ 13,125
3.8	600	\$ 27,000	\$ 14,555	\$ 12,000	\$ 53,555
3.9	900	\$ 40,500	\$ 20,000	\$ 1,000	\$ 61,500
Total	3970	\$ 178,650	\$ 265,555	\$ 50,000	\$ 494,205

Note: Staff Hours, Consultant Service and Expenses may vary, but the Total will remain the same for two year period.

TOTALS FOR ALL TASKS	8352	\$ 375,840	\$ 391,555	\$ 114,934	\$ 882,329
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