

CLARK COUNTY-SPRINGFIELD

TRANSPORTATION COORDINATING COMMITTEE

**FY19
PLANNING
WORK
PROGRAM**

MAY, 2018

**Planning
Work
Program**

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Planning Work Program

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This report was prepared in cooperation with the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, the Ohio Department of Transportation, the Ohio Public Works Commission, the West Central Ohio Port Authority, transit and rail freight service providers, and the local governments and agencies of Clark County.

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The contents of this Plan reflect the views of the Clark County-Springfield Transportation Study, which is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the official view and policies of the Ohio Department of Transportation or the U.S. Department of Transportation. This Plan does not constitute a standard, specification or regulation.

Planning Work Program

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Planning Work Program

INTRODUCTION

The Clark County-Springfield Area Transportation Study was organized in 1964 to comply with the requirements of the Federal-Aid Highway Act of 1962. The organization is more commonly known by the name of its policy committee, the Clark County-Springfield Transportation Coordinating Committee, or TCC.

The TCC is the metropolitan planning organization (MPO) for transportation in Clark County as designated by the Ohio Department of Transportation (ODOT) acting on behalf of the Governor in accordance with federal law (23 USC 134). The MPO is the forum for cooperative transportation decision-making by the principal elected officials of general purpose local government. The TCC is composed of local elected officials, transportation professionals, and advisory committee representatives. **The TCC reviews and approves plans and programs involving expenditures of federal-aid transportation funds in Clark County.**

The TCC is responsible for the federally-mandated cooperative, comprehensive and continuing transportation planning process. TCC Staff maintains this planning process through the work elements developed annually in this Planning Work Program (PWP). The PWP describes the work necessary to maintain the transportation planning process and serves as the budgeting mechanism. The transportation planning process implemented through the PWP is described in the Prospectus, dated November, 2015.

As the MPO, the TCC must fulfill the requirements of the planning regulations for the Clark County - Springfield area to maintain eligibility for Federal highway and transit funds through ODOT. The current Federal transportation legislation, Fixing America's Surface Transportation (FAST) Act, recognizes that transportation improvements impact the economy, environment, and community quality of life. The FAST Act states that the metropolitan planning processes must consider transportation projects and strategies that will:

- **Support the economic vitality** of the United States, the States and metropolitan areas, especially by enabling global competitiveness, productivity and efficiency;
- **Increase the safety of the transportation system** for motorized and non-motorized users;
- **Increase the security of the transportation system** for motorized and non-motorized users;

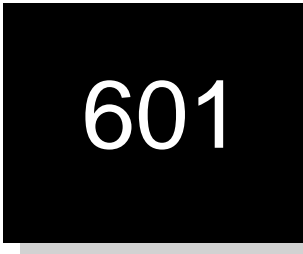
Planning Work Program

INTRODUCTION

- **Increase the accessibility and mobility options** available to people and freight;
- **Protect and enhance the environment, promote energy conservation, and improve quality of life;**
- **Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;**
- **Promote efficient system management and operation;**
- **Emphasize the preservation of the existing transportation system;**
- **Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and**
- **Enhance travel and tourism.**

Current planning regulations identify five additional requirements of the planning process:

- **A pro-active public involvement process;**
- **Consistency with Title VI of the Civil Rights Act of 1964;**
- **Identification of actions necessary to comply with the Americans with Disabilities Act of 1990;**
- **Provide for the involvement of traffic, ridesharing, transportation safety and enforcement agencies, port authorities, airports and appropriate private operators;**
- **Provide for the involvement of environmental resource and permit agencies as appropriate.**



SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.1

Short Range Planning

PURPOSE

To conduct studies and develop information for decision-makers and to identify projects for implementation either in the Transportation Improvement Program or in the normal operating or capital improvement budgets of the participating agencies.

PREVIOUS WORK

FY18 completed work products include:

- CR68 Access Management Study
- Mad River Trail Feasibility Study
- Plum Street Bridge Modification Study
- Springfield City Safe Routes to Schools Travel Plans

METHODOLOGY

Implementation of activities consistent with the FAST Act will continue to be a priority. TCC Staff will coordinate planning performance measures with ODOT and public transit providers, begin integrating these performance measures into the Long Range Transportation Plan and Transportation Improvement Program planning processes, and develop a process to report out on these performance measures. TCC Staff will use the following to inform the transportation planning process:

- Planning level environmental mitigation activities;
- Planning level consultation of agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation;
- Coordinate consistency between transportation improvements and State and local planned growth and economic development patterns;

601

SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.1 Short Range Planning - Continued

- Continued development and maintenance of management strategies to improve the performance of the existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods;
- Continued coordination with interested parties as outlined in the Public Participation Plan (see Work Element 697.1);

Further, other FAST Act policies and procedures which have been implemented by TCC Staff will be continued. These policies and procedures include visualization techniques in transportation plan and TIP development, publication of all planning studies to the World Wide Web, and an annual listing of projects for which Federal funds have been obligated in the preceding year.

TCC Staff will participate on the Local Emergency Management Planning Committee and be engaged in security activities as part of the Emergency Operations Center team in times of need. TCC Staff will participate in an update of the Emergency Support Function ESF-1 (Transportation) Plan as needed.

TCC Staff will participate with the OARC's Transportation Committee, Air Quality Committee, FHWA, and ODOT on FAST Act related activities. With regard to management systems, TCC Staff will work with ODOT and local governments as needed.

TCC Staff will work with local officials, MVRPC, RAPCA, OEPA, and others on addressing air quality planning, including State Implementation Plan (SIP) implementation.

Work will continue with the West Central Ohio Port Authority, the Ohio Rail Development Commission, Indiana & Ohio Central Railroad, Norfolk

601

SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.1 **Short Range Planning – Continued**

Southern, rail users and others in the continued development of the rail freight system.

Short range planning activities will have an emphasis on safety and congestion initiatives, management systems and other modes. In FY2018, the TCC adopted Resolution 2017-V that supports the ODOT established statewide targets for safety performance measures in 2018. By supporting the statewide targets, the TCC will plan and program projects that contribute toward the accomplishment of the ODOT safety target for each performance measure. The 2018 established statewide targets constitute a 1% reduction for each safety performance measure. The 2018 established statewide targets that TCC will be supporting are:

- 1,051 fatalities;
- 9,033 serious injuries;
- 0.91 fatality rate;
- 8.01 serious injury rate; and
- 840 non-motorized fatalities and non-motorized serious injuries

TCC Staff will coordinate and perform Roadway Safety Audits on high crash locations identified in the 2017 Local Roadway Safety Document. TCC Staff will assist local jurisdictions and ODOT District 7 with preparation of Highway Safety Applications if needed. TCC Staff will continue to be engaged in local Safe Communities Coalition meetings and support local highway safety outreach events.

TCC Staff will continue participation in the implementation of the City of Springfield's Bike Plan and the Springfield City Safe Routes to Schools program.

TCC Staff will continue to work cooperatively with MVPRC on promoting the regional multi-use trail network. TCC will support regional efforts with participation in updates to regional mapping and regional economic impact studies.

601

SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.1

Short Range Planning - Continued

TCC Staff will continue transportation alternatives planning activities. TCC Staff will work with the City of Springfield, the City of New Carlisle, the Village of Enon, and other Villages and Townships on their respective central business district streetscape and walkability plans.

Work will continue with MVRPC, ODOT, and locals to monitor the implementation of projects in the Intelligent Transportation System Early Deployment Plan and the Dayton-Springfield Freeway Management System Plan in the Clark County area.

TCC Staff will work with local governments and transportation related non-profit agencies on developing and prioritizing transportation projects for federal-aid and state funds as a part of their respective capital improvement planning. The various management systems will be employed in this regard.

TCC Staff's travel demand model will be used to evaluate various road improvements. Transportation System Management (TSM) measures will be considered to increase efficiency of the existing system. TCC Staff will work with local governments and ODOT to identify existing or potential future transportation corridors where preservation may be necessary to prevent destruction or loss.

TCC Staff will perform a Title VI Self Assessment for compliance with Title VI of the 1964 Civil Rights Act and Executive Order #12898 on Environmental Justice.

TCC Staff will work with ODOT Office of Diversity and Inclusion on Disadvantage Business Enterprises (DBE) goals as needed.

As a regular activity TCC Staff will plan for the following fiscal year Planning Work Program.



SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.1

Short Range Planning - Continued

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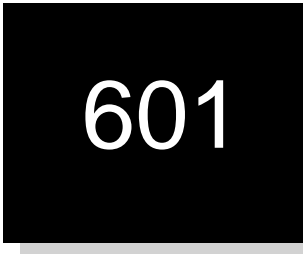
CPG – ODOT – LOCAL

BUDGET

\$103,653.60

END PRODUCTS

- Title VI Self Assessment (3/19)
- ODOT Safety Program Application (4/19)
- Regional Economic Impact Study of the Miami Valley Trails (4/19)
- FY20 Planning Work Program (5/19)



SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.11

Short Range Planning (FY18 Carry Forward)

PURPOSE

See Work Element 601.1

PREVIOUS WORK

See Work Element 601.1

METHODOLOGY

See Work Element 601.1

SOURCE

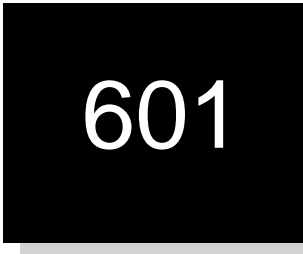
CPG – ODOT – LOCAL (*FY18 Carry Forward*)

BUDGET

\$67,787.25

END PRODUCTS

ODOT Safety Program (9/18)
Roadway Safety Audits (10/18)



SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.2

General Planning Services

PURPOSE

To provide general planning services used to supplement short range planning activities.

PREVIOUS WORK

CR68 Access Management Study
Mad River Trail Feasibility Study
Plum Street Bridge Modification Study

METHODOLOGY

Through a general services contract, a consultant team will be tasked to provide the following analysis and data collection activities throughout the course of the fiscal year:

- 24 hour vehicular counts
- Hourly turning movement counts
- Roadway capacity analyses
- Intersection capacity analyses
- Turn lane storage analyses
- Traffic signal warrants
- Speed zone studies
- Signal timing plans
- Micro (sub-area or corridor) transportation models
- Conceptual preliminary engineering drawings and typical cross sections
- Preliminary cost estimates

SOURCE

CPG – ODOT – LOCAL

BUDGET

\$100,000.00 (Consultant Services Only)

END PRODUCTS

Various (Ongoing)

601

SHORT RANGE PLANNING

Objective:

To develop alternative transportation improvement actions that address near-term needs.

ELEMENT 601.3

Access Management Guidelines

PURPOSE

To provide general planning services used to supplement short range planning activities.

PREVIOUS WORK

None

METHODOLOGY

Through a consultant services contract, a consultant team will be tasked to develop access management guidelines for the planning area. The development of access management guidelines was identified as a priority task in the Clark County Comprehensive Plan (Connect Clark County), with a goal of promoting safe and efficient vehicular access and connectivity throughout the county.

Consultant services will be used to prepare technical documentation, develop and lead a local steering committee through the process, and conduct public involvement sessions.

SOURCE

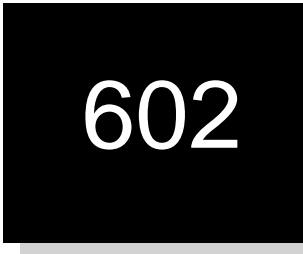
CPG – ODOT – LOCAL

BUDGET

\$125,000.00 (Consultant Services Only)

END PRODUCTS

Clark County Access Management Guidelines (6/19)



TRANSPORTATION IMPROVEMENT PROGRAM

Objective:

To program and monitor transportation projects that are eligible for Federal financial assistance.

ELEMENT 602.1

Transportation Improvement Program

PURPOSE

To develop and monitor the progress of a multi-year program of prioritized local transportation improvements that will utilize federal-aid transportation funds.

PREVIOUS WORK

FY 2018-2021 Transportation Improvement Program
TIP and Sub-Allocated Funds Management

METHODOLOGY

TCC Staff will seek project proposals and recommendations from local stakeholders and public participants for the FY2020-2023 Transportation Improvement Program. The existing program will be maintained and amended as needed.

The program development will go through several phases including project development and review, preliminary public comment period, draft plan presentation, planning level environmental consultations, statewide public comment period, and program adoption.

Transportation performance measures and targets will be included in the program.

Federal and State-aid programs for highway and transit improvements are analyzed annually. The progress of all projects in the program will be monitored through periodic TIP/STIP meetings with ODOT District 7 and project sponsors.

SOURCE

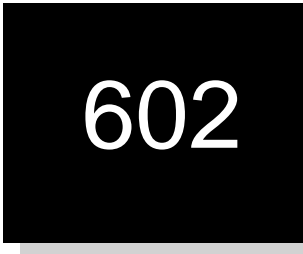
CPG – ODOT – LOCAL

BUDGET

\$28,081.75

END PRODUCTS

TIP and MPO Sub-Allocated Funds Management (Ongoing)
Project Review Meetings (As Needed)
FY2020-2023 TIP First Draft (1/19)
FY2020-2023 TIP Second Draft for Public Involvement (3/19)
FY2020-2023 TIP Final (5/19)



TRANSPORTATION IMPROVEMENT PROGRAM

Objective:

To program and monitor transportation projects that are eligible for Federal financial assistance.

ELEMENT 602.11

Transportation Improvement Program (FY18 Carry Forward)

PURPOSE

See Work Element 602.1

PREVIOUS WORK

See Work Element 602.1

METHODOLOGY

See Work Element 602.1

SOURCE

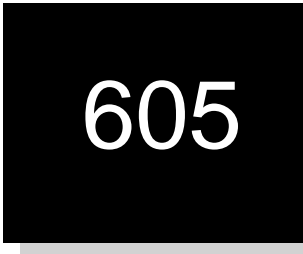
CPG – ODOT – LOCAL (*FY18 Carry Forward*)

BUDGET

\$13,081.75

END PRODUCTS

TIP and MPO Sub-Allocated Funds Management (Ongoing)
Project Review Meetings (As Needed)



SURVEILLANCE

Objective:

To maintain the basic data required for input to the continuing transportation planning process.

ELEMENT 605.1

Surveillance

PURPOSE

To monitor the developing and changing conditions within TCC Staff area and to assess the effectiveness of various transportation plans and programs through the collection and analysis of data items.

PREVIOUS WORK

FY18 completed work products include:

- 2017 Traffic Count Program
- Various Segment and Intersection Crash Data Compilation
- Various Traffic Data Assembly
- Maintenance of Highway and Traffic Networks
- 2017 Local Roadway Safety Program

METHODOLOGY

Growth and development indicators, socio-economic data, and the physical characteristics of the transportation system are monitored through data collection and analysis. Data collected from various sources are reviewed, analyzed, evaluated, and compared to forecasts to determine if the various assumptions of the planning program are still valid, in order to ensure that effective transportation improvement projects are being programmed. Updates of variables will be submitted to ODOT in electronic format.

TCC Staff will continue work mapping transportation data and preparing exhibits. Transportation data will be used in transit and paratransit planning, travel demand forecasting, land use planning, roadway safety planning, long range transportation plan, etc.

Information on the physical and operating conditions of the existing transportation system will be collected. Data on traffic crashes, parking, and roadway characteristics will be collected, analyzed, and updated. TCC Staff will collect data regarding operation and maintenance of the existing transportation system.

605

SURVEILLANCE

Objective:

To maintain the basic data required for input to the continuing transportation planning process.

ELEMENT 605.1

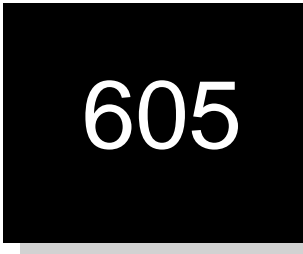
Surveillance - Continued

TCC Staff will update and expand its traffic count files through the continuing collection of traffic data. TCC Staff will coordinate with ODOT to identify HPMS & safety locations that need counted. Traffic count data will be uploaded into a web-based count database. TCC Staff will coordinate the collection of multi-use trail counts on locations throughout the planning area and will maintain a database of historical data.

Data needed for the model validation that is not provided by the Census will be developed. Socio-economic activity of the region is monitored through the annual collection of data on dwelling units, school enrollment, employment, and automobiles. These data items are obtained directly from local government building inspection departments, local school boards and colleges, and the Ohio Bureau of Motor Vehicles and are compared to previous forecasts to assess the accuracy of the long range transportation plan and to ensure that effective transportation improvement projects are being programmed.

TCC Staff will provide available planning data to those in the public and private sector involved in economic/community development and plan implementation to ensure that transportation and land use plans are adequately considered in proposed major developments. Proposals for major zoning change requests will be reviewed and evaluated for their impact on the transportation system. TCC Staff will assist with and conduct reviews of local Traffic Impact Studies as they are prepared.

TCC Staff will review roadway speed data provided by ODOT. The speed data will be used to develop and maintain performance measures as required by the FAST Act. TCC Staff will work with ODOT staff to develop analytical and reporting techniques from the raw data and incorporate these techniques into the planning process.



SURVEILLANCE

Objective:

To maintain the basic data required for input to the continuing transportation planning process.

ELEMENT 605.1

Surveillance - Continued

SOURCE

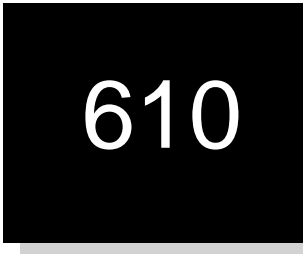
CPG – ODOT – LOCAL

BUDGET

\$82,813.00

END PRODUCTS

- Maintain Road and Street Address Inventory (Ongoing)
- Maintain Highway and Transit Networks (Ongoing)
- Various Data Files and Exhibit Updates (Ongoing)
- Incorporate Roadway Speed Data into Planning Process (Ongoing)
- Incorporate Bridge and Pavement Condition Data into Planning Process (Ongoing)
- Web-Based Traffic Count Data Base (Ongoing)
- 2018 Traffic Counts Complete (12/18)



LONG RANGE PLANNING

Objective:

To develop and maintain the Transportation Plan with a minimum 20 year planning horizon for Clark County.

ELEMENT 610.1

Long Range Plan

PURPOSE

To plan for the long range multi-modal transportation needs of Clark County.

PREVIOUS WORK

The 2040 Transportation Plan and conformity determination was completed in FY16
Connect Clark County (County Comprehensive Plan) was completed in FY18
Thoroughfare Plan was completed in FY18

METHODOLOGY

Staff will work with ODOT, local jurisdictions, and transportation operators to implement the 2040 Transportation Plan. Implementation of the Long Range Transportation Plan will carry out the metropolitan planning strategies that focus on:

- Economic vitality of the United States
- Increase the safety of the transportation system
- Increase the security of the transportation system
- Increase the accessibility and mobility options
- Protection and enhancement of the environment
- System management
- Preservation of the existing transportation system.

SOURCE

CPG – ODOT – LOCAL

BUDGET

\$27,163.50

END PRODUCTS

Assistance in Clark County Comprehensive Land Use Planning (Ongoing)
Implementation of 2040 Transportation Plan (Ongoing)

610

LONG RANGE PLANNING

Objective:

To develop and maintain the Transportation Plan with a minimum 20 year planning horizon for Clark County.

ELEMENT 610.11

Long Range Plan (FY18 Carry Forward)

PURPOSE

See Work Element 610.1

PREVIOUS WORK

See Work Element 610.1

METHODOLOGY

See Work Element 610.1

SOURCE

CPG – ODOT – LOCAL (*FY18 Carry Forward*)

BUDGET

\$26,163.50

END PRODUCTS

Assistance in Clark County Comprehensive Land Use Planning (Ongoing)
Implementation of 2040 Transportation Plan (Ongoing)

625

SERVICES

Objective:

To provide planning assistance, data, information, and reports to individuals and organizations involved in planning.

ELEMENT 625.1

Rural Transportation Planning

PURPOSE

To provide transportation planning and program management support to the Logan-Union-Champaign (LUC) Regional Planning Commission which is designated as the Rural Transportation Planning Organization (RTPO) for Logan and Champaign Counties.

PREVIOUS WORK

TCC began providing transportation planning services to LUC in FY18

METHODOLOGY

See LUC FY19 Planning Work Program.

SOURCE

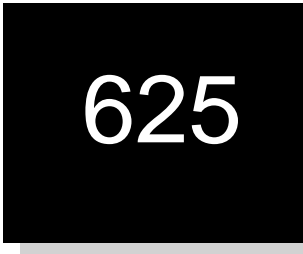
SPR – ODOT – LUC

BUDGET

\$98,392.67

END PRODUCTS

See LUC FY19 Planning Work Program



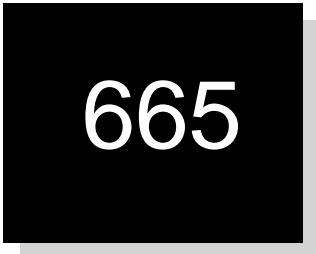
SERVICES

Objective:

To provide planning assistance, data, information, and reports to individuals and organizations involved in planning.

ELEMENT 625.11 Rural Transportation Planning (FY18 Carry Forward)

- PURPOSE** See Work Element 625.1
- PREVIOUS WORK** See Work Element 625.1
- METHODOLOGY** See Work Element 625.1
- SOURCE** SPR – ODOT – LUC (*FY18 Carry Forward*)
- BUDGET** \$33,299.00
- END PRODUCTS** See LUC FY19 Planning Work Program



SPECIAL PROJECTS

Objective:

To conduct programs, projects or studies using Federal-aid transportation funds.

ELEMENT 665.1

Air Quality Advocacy Program

PURPOSE

To advocate for modes of transportation that improve air quality.

PREVIOUS WORK

SCAT fare reduction
Air quality awareness and public advisory campaign
Wittenberg Bike Share Program

METHODOLOGY

TCC Staff will work with Springfield City Area Transit (SCAT) to market and promote transit utilization and reduce single occupancy vehicle trips. TCC Staff will conduct an air quality awareness campaign focused on declared Air Pollution Advisory Days activities and the “It All Adds Up to Cleaner Air” public awareness campaign.

Air Pollution Advisory Days will be monitored and publicized in cooperation with RAPCA and MVRPC. TCC Staff will promote the Advisory Days through newspaper advertisements.

TCC Staff will continue monitoring the Wittenberg University TigerShare Program, which provides students with bicycles to use as an alternative transportation mode.

TCC Staff will actively seek new opportunities to raise awareness about the cause of air pollution and preventative measures that can be taken to decrease it.

SOURCE

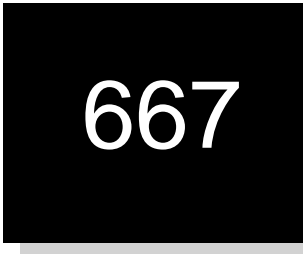
CMAQ – LOCAL

BUDGET

\$40,000.00

END PRODUCTS

Air Pollution and Rideshare Public Awareness Campaigns (Ongoing)
Air Pollution Advisory Alerts Media Announcements (On Declared AQ Days)



SPECIAL PROJECTS

Objective:

To conduct programs, projects or studies using Federal-aid transportation funds.

ELEMENT 667.1

Rideshare Program

PURPOSE

To provide Rideshare activities for Clark County residents and employers.

PREVIOUS WORK

Rideshare program public awareness campaign
Park and Ride lot management
Ride matching and Rideshare database maintenance

METHODOLOGY

TCC Staff will work to ride match interested parties and will coordinate with MVRPC, MORPC, and LUC on providing Rideshare opportunities between MPO and RTPO areas. TCC Staff will maintain a database of potential car/van poolers and will check periodically on their status.

TCC Staff will maintain an inventory of Park and Ride lots and their usage by the general public. TCC Staff will upgrade signage where needed and monitor the general condition of each of the lots. Promotional Rideshare literature will be developed and distributed at local events and the lots.

TCC Staff will continue to develop a Rideshare promotional and awareness program. TCC Staff will identify interested large employment sites and schools located within the planning area and coordinate the program.

SOURCE

CMAQ

BUDGET

\$15,000.00

END PRODUCTS

Ride Matching (As Needed)
Park and Ride Lot Monitoring (Ongoing)
Coordination with Large Employers and Schools (Ongoing)
Rideshare Public Awareness Campaigns (Ongoing)

674

PUBLIC TRANSPORTATION

Objective:

To develop and evaluate alternative strategies for improving transit and paratransit services.

ELEMENT 674.1

Coordinated Transportation Planning

PURPOSE

To plan for and support paratransit coordination efforts among paratransit providers and to comply with the Americans with Disabilities Act of 1990 (ADA) making services more effective, accessible, and efficient.

To develop and implement a Human Services Coordinated Transportation Plan that will address the need for mobility services for elderly, handicapped, those of lower income levels, and those utilizing public assistance to live.

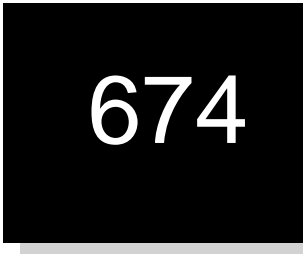
PREVIOUS WORK

Specialized Transportation Program
Report on ADA service in the Springfield service area
SCAT Paratransit Service
2018-2022 Coordinated Public Transit-Human Services Transportation Plan (previously under Work Element 674.3)
Transportation Providers Roundtable Meetings (previously under Work Element 674.3)

METHODOLOGY

TCC Staff will continue the planning effort for the Community Transportation Plan for Welfare to Work in cooperation with the Clark County Department of Job and Family Services, Springfield City Area Transit (SCAT), local agencies and paratransit providers, and other interest groups. Efforts will be aimed at improving the mobility in a coordinated manner. The specialized transportation program and the rideshare/vanpool program will be included. Job and employment training access will be a priority.

TCC Staff will analyze ADA paratransit ridership trends and trip characteristics to assist the City of Springfield and Springfield City Area Transit with ensuring that ADA paratransit service is provided in compliance with the city's plan for complementary paratransit and ADA legislation. Staff will also coordinate and participate in Transit Riders Advisory Committee meetings.



PUBLIC TRANSPORTATION

Objective:

To develop and evaluate alternative strategies for improving transit and paratransit services.

TCC Staff will continue implementation of the Coordinated Human Services-Public Transportation Plan, including assisting with applications for funding. TCC Staff will prepare plan amendments as needed. TCC Staff will coordinate and host transportation provider roundtable meetings on a bimonthly basis to assist in transportation coordination.

SOURCE

CPG – ODOT – LOCAL

BUDGET

\$44,813.00

END PRODUCTS

Specialized Transportation Program review (1/19)
Paratransit coordination assistance (As-needed)
Coordinated Plan Implementation (Ongoing)
Transportation Providers Roundtable Meetings (Bimonthly)
Transit Riders Advisory Committee Meetings (As-needed)

674

PUBLIC TRANSPORTATION

Objective:

To develop and evaluate alternative strategies for improving transit and paratransit services.

ELEMENT 674.2

Transit Planning

PURPOSE

To collect and analyze transit and socio-economic data in the area, to develop and assist with the implementation of plans and programs to improve service, and to address the planning requirements of the Federal Transit Administration (FTA) and the ODOT Office of Transit.

PREVIOUS WORK

Transit Development Plan
Transit system performance monitoring

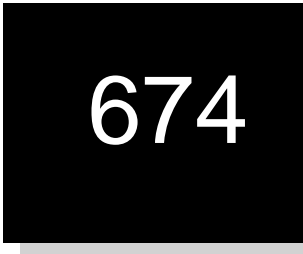
METHODOLOGY

Work will be directed to implement service recommendations of the Transit Development Plan, the Coordinated Human-Services Public Transportation Plan, and the Transit Coordination Feasibility Study with the City of Springfield and Clark County.

TCC Staff will coordinate the development of a new, four-year Transit Development Plan for the Springfield Urban Area. TCC Staff will work with the city of Springfield and SCAT to develop the plan, which is updated every two years in conjunction with the TIP development cycle.

TCC Staff will coordinate the development of a Transit Asset Management (TAM) Plan with the city of Springfield and SCAT. The TAM Plan is a Transportation Performance Management requirement for all Tier II transit agencies with less than 100 vehicles.

TCC Staff will provide technical assistance to the City and SCAT in the areas of planning and implementing operating and capital projects, recordkeeping and reporting, transit financing, administrative practices, service improvements, and implementing performance measures into the planning process. The City of Springfield and SCAT will be responsible for submitting all reports in accordance with these regulations. TCC Staff will work with the City of Springfield, Springfield City Area Transit, and local employers to develop service options for access to jobs.



PUBLIC TRANSPORTATION

Objective:

To develop and evaluate alternative strategies for improving transit and paratransit services.

SOURCE

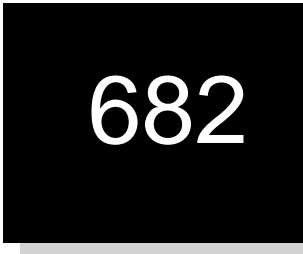
FTA 5307 – SPRINGFIELD – LOCAL

BUDGET

\$74,000.00

END PRODUCTS

- Transit Asset Management Plan (11/18)
- Urban Transit Program Applications (11/18, 6/19)
- SCAT Security and Safety planning review (Ongoing)
- Ohio Public Transit data certification (2/19)
- Draft FY2020-2023 Transit Development Plan (3/19)
- Final FY2020-2023 Transit Development Plan (5/19)



LOCAL PROGRAM SUPPORT

Objective:

To provide staff services as required to meet the terms of local agreements.

ELEMENT 682.1

Infrastructure Program Support – OPWC District 11

PURPOSE

To provide administrative and program management support to the District 11 Public Works Integrating Committee, its Executive Committee, and its various subcommittees, as specified in the terms and conditions of Clark County’s agreement with OPWC.

To provide technical support regarding the rules and regulations of the OPWC State Capital Improvements Program (SCIP), Local Transportation Improvement Program (LTIP), and small government program.

PREVIOUS WORK

This is the 33rd year that TCC Staff has provided support for the infrastructure program.

METHODOLOGY

TCC Staff will serve as the business office necessary for the District 11 Public Works Integrating Committee to communicate with its members, its subdivisions, OPWC, and the Ohio Small Government Capital Improvements Commission. TCC Staff will provide technical instructions, forms and assistance enabling subdivisions to meet the program requirements for funding infrastructure repair and replacement projects. TCC Staff will provide program management support for the District 11 structure by monitoring, keeping records, and reporting on the applications for and the use of funds by the subdivisions and will assist with seminars regarding the program.

SOURCE

OPWC

BUDGET

\$65,000.00

END PRODUCTS

Narrative and financial reports for the program (Ongoing)
Program kickoff (7/18)
Preliminary application review (10/18)
Final application review (11/18)
Consolidated application package – Round 33 (12/18)
Preparation Round 34 (5/18)

682

LOCAL PROGRAM SUPPORT

Objective:

To provide staff services as required to meet the terms of local agreements.

ELEMENT 682.2

Rail Freight Administration – WESTCO Port Authority

PURPOSE

To provide management services for the West Central Ohio Port Authority (WESTCO) Board of Directors including administration, marketing, planning, maintenance of the official plan and budget, and related business functions;

To serve as the primary point of contact for day-to-day business activities for the port authority and act as liaison for WESTCO on rail freight planning issues with the ORDC, ODOT, ODOD, PUCO, FRA, Indiana & Ohio Central Railroad, local jurisdictions, shippers, and others.

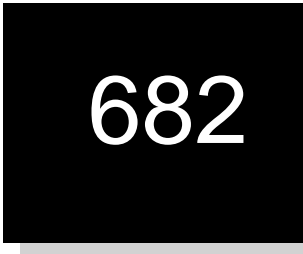
PREVIOUS WORK

In cooperation with the Ohio Department of Transportation, local jurisdictions, shippers, chambers of commerce, and the short line operator, TCC Staff assisted with the planning and establishment of the Port Authority and the acquisition of rail freight lines in west central Ohio. In FY97, TCC Staff commenced administrative services pursuant to a Memorandum of Understanding among Clark County, TCC, and WESTCO.

METHODOLOGY

TCC Staff will work with interested parties regarding the preservation and maintenance of rail freight infrastructure and service in the WESTCO jurisdiction. TCC Staff will assist WESTCO and the IORY with managing track, bridges, at-grade crossings, etc.

TCC Staff will maintain data regarding car loadings and infrastructure. TCC Staff will participate in system marketing activities. TCC Staff will work with shippers, local jurisdictions, and the operator on planning rail infrastructure improvements that would contribute to increased rail usage, enhance safety, or improve operations.



LOCAL PROGRAM SUPPORT

Objective:

To provide staff services as required to meet the terms of local agreements.

ELEMENT 682.2

Rail Freight Administration – WESTCO Port Authority - Cont'd

SOURCE

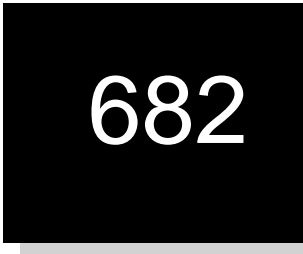
WESTCO

BUDGET

\$90,000.00

END PRODUCTS

Administration services (Ongoing)
Annual budget (12/18)



LOCAL PROGRAM SUPPORT

Objective:

To provide staff services as required to meet the terms of local agreements.

ELEMENT 682.31

Clean Ohio Program – OPWC District 11

PURPOSE

To provide administrative and program management support to the District 11 Public Works Integrating Committee, its Executive Committee and various subcommittees, and the Natural Resources Assistance Council (NRAC), for the Clean Ohio Conservation Program.

To provide subdivisions in the eight county District 11 region with technical support regarding the rules and regulations of the Clean Ohio Conservation Program.

PREVIOUS WORK

This is the 13th year that TCC Staff has provided support for the District 11 NRAC.

METHODOLOGY

TCC staff will serve as the business office necessary for the District 11 Public Works Integrating Committee and the Natural Resources Assistance Council to communicate with its members, its subdivisions, the Ohio Public Works Commission and the Ohio Department of Development. TCC Staff will provide technical instructions, forms and assistance enabling subdivisions to meet the program requirements for funding open space and watershed conservation projects.

TCC Staff will provide program management support for the District 11 structure by monitoring, keeping records, and reporting on the applications for and the use of funds by the subdivisions and will assist with seminars regarding the program.

SOURCE

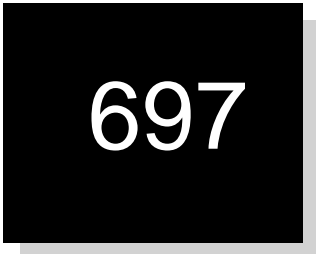
Clean Ohio

BUDGET

\$15,000.00

END PRODUCTS

Narrative and financial reports for the program (Ongoing)
Applications solicitation and scoring (10/18)
Consolidated application package (12/18)



PUBLIC INVOLVEMENT

Objective:

To communicate and document the work of the Transportation Staff.

ELEMENT 697.1

Public Involvement

PURPOSE

To inform local governmental agencies and the general public of the work performed by the TCC Staff and the plans and programs approved by the Transportation Coordinating Committee.

PREVIOUS WORK

The Public Participation Plan was updated in FY18.

METHODOLOGY

TCC Staff will keep records and conduct various public outreach activities as described in the current Public Participation Plan.

TCC Staff will complete an upgrade of the layout and compatibility of the TCC website. The website is used to provide information on TCC plans and programs to the general public.

An annual listing of Federal-aid projects will be publicized on the website and in a newsletter. TCC Staff will update and maintain a contact list of interested parties and the general public to send local transportation information, including the newsletter and updated construction information.

TCC Staff will participate with local jurisdictions and ODOT District 7 in public involvement activities at the project planning stage and also during project development.

SOURCE

CPG – ODOT – LOCAL

BUDGET

\$26,649.50

END PRODUCTS

FY19 Annual Listing of Projects (9/18)
Annual Newsletter (10/18)
Maintenance and Upgrade of Website (Ongoing)
Public Involvement Activities (As-needed)

Planning Work Program

FUNDING RATIONALE

Work Element	Funding Sources	Rationale
601.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program
601.11	USDOT/ODOT/TCC	Consolidated Planning Grant Program – FY18 CF
601.2	USDOT/ODOT/TCC	Consolidated Planning Grant Program
601.3	USDOT/ODOT/TCC	Consolidated Planning Grant Program
602.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program
602.11	USDOT/ODOT/TCC	Consolidated Planning Grant Program – FY18 CF
605.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program
610.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program
610.11	USDOT/ODOT/TCC	Consolidated Planning Grant Program – FY18 CF
625.1	SPR/ODOT/LUC	Statewide Planning and Research Program and Exclusive per Memorandum of Understanding between TCC, LUC, ODOT and Clark County for Rural Transportation Planning
625.11	SPR/ODOT/LUC	Statewide Planning and Research Program and Exclusive per Memorandum of Understanding between TCC, LUC, ODOT and Clark County for Rural Transportation Planning – FY18 CF
665.1	CMAQ/TCC	Congestion Mitigation and Air Quality Program
667.1	CMAQ	Congestion Mitigation and Air Quality Program
674.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program
674.2	FTA 5307/SPFLD/TCC	Transit exclusive; Pass through by City of Springfield
682.1	OPWC	Exclusive per Memorandum of Understanding among TCC, Clark County, and OPWC for Infrastructure Program Support
682.2	WESTCO	Exclusive per Memorandum of Understanding among TCC, WESTCO, and Clark County for Rail Freight Administration
682.3	CLEAN OHIO	Exclusive per Memorandum of Understanding among TCC, Clark County, and OPWC for Clean Ohio Program Support
697.1	USDOT/ODOT/TCC	Consolidated Planning Grant Program

Planning Work Program

DIRECT LABOR HOUR DISTRIBUTION

	601	602	605	610	625	665	667	674.1	674.2	682	697	1040	Total
Director	620	80	150	80	280						40	450	1700
Planner	80				40	80	40	680	800		20		1740
Planner	320				80					1320	20		1740
Planner	440	300	440		340						120	100	1760
Planner	550	40	120	770	260						80		1820
Administrative Assistant (Vacant)													0
Accounting Technician (P.T.)												1412	1412
Intern (P.T.)													0

Salary Range By Job Classification

Director	\$64,000	to	\$88,000
Senior Planner	\$50,000	to	\$74,000
Planner	\$36,000	to	\$60,000
Administrative Assistant	\$25,000	to	\$43,500
Accounting Technician	\$30,500	to	\$44,000
Intern	\$0	to	\$15,000

Planning Work Program

FINANCIAL RESPONSIBILITY BY COST CATEGORY

Detail relative to funding for 601, 602, 605, 610, 674.1 and 697 may be found in the USDOT Consolidated Grant Planning Program.

Detail relative to funding for 625.1 and 625.11 may be found in the USDOT Statewide Planning and Research. Local match for the funds is provided by the Logan-Union-Champaign Regional Planning Commission per a Memorandum of Understanding for Rural Transportation Planning among LUC, TCC and Clark County.

MPO's CMAQ funding is used for Work Element 665.1 – Air Pollution Advocacy Program and Work Element 667.1 – Rideshare Program. Funding is 80% Federal for 665.1 and 100% Federal for 667.1 per CMAQ Program Guidance.

FTA5307 are passed through by the City of Springfield for Work Element 674.2.

Work Element 682.1 and 682.3 funding is provided by the Ohio Public Works Commission per a Memorandum of Understanding for Administration among OPWC, TCC and Clark County.

WESTCO funding (\$90,000) for work element 682.2 is 100% for administration per a Memorandum of Understanding for Administration among WESTCO, TCC and Clark County.

TCC board member agencies provide local matching funds via an approved dues structure.

All planning work elements are the responsibility of the Transportation Study.

Consultant services may be used for some of the work elements.

**FY2019
FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
601.1 - Short Range Planning	<i>FY19 - CPG</i>												
DIRECT LABOR	\$22,800.00	\$2,850.00										\$2,850.00	\$28,500.00
FRINGE BENEFITS	\$16,951.80	\$2,118.98										\$2,118.98	\$21,189.75
INDIRECT EXPENSES	\$14,478.00	\$1,809.75										\$1,809.75	\$18,097.50
DIRECT EXPENSES	\$28,693.08	\$3,586.64										\$3,586.64	\$35,866.35
CONSULTANT EXPENSES													\$0.00
													\$103,653.60
601.11 - Short Range Planning	<i>FY18 Carry Forward - CPG</i>												
DIRECT LABOR	\$22,800.00	\$2,850.00										\$2,850.00	\$28,500.00
FRINGE BENEFITS	\$16,951.80	\$2,118.98										\$2,118.98	\$21,189.75
INDIRECT EXPENSES	\$14,478.00	\$1,809.75										\$1,809.75	\$18,097.50
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES													\$0.00
													\$67,787.25
601.2 - General Planning Services	<i>FY19 - CPG</i>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$80,000.00	\$10,000.00										\$10,000.00	\$100,000.00
													\$100,000.00
601.3 - Access Management Guidelines	<i>FY19 - CPG</i>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$100,000.00	\$12,500.00										\$12,500.00	\$125,000.00
													\$125,000.00
602.1 - Transportation Improvement Program	<i>FY19 - CPG</i>												
DIRECT LABOR	\$4,400.00	\$550.00										\$550.00	\$5,500.00
FRINGE BENEFITS	\$3,271.40	\$408.93										\$408.93	\$4,089.25
INDIRECT EXPENSES	\$2,794.00	\$349.25										\$349.25	\$3,492.50
DIRECT EXPENSES	\$12,000.00	\$1,500.00										\$1,500.00	\$15,000.00
CONSULTANT EXPENSES													\$0.00
													\$28,081.75

FY2019
FINANCIAL RESPONSIBILITY BY COST CATEGORY

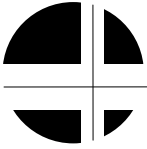
	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
602.11 - Transportation Improvement Program													
<i>FY18 Carry Forward - CPG</i>													
DIRECT LABOR	\$4,400.00	\$550.00										\$550.00	\$5,500.00
FRINGE BENEFITS	\$3,271.40	\$408.93										\$408.93	\$4,089.25
INDIRECT EXPENSES	\$2,794.00	\$349.25										\$349.25	\$3,492.50
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES													\$0.00
													\$13,081.75
605.1 - Surveillance													
<i>FY19 - CPG</i>													
DIRECT LABOR	\$14,400.00	\$1,800.00										\$1,800.00	\$18,000.00
FRINGE BENEFITS	\$10,706.40	\$1,338.30										\$1,338.30	\$13,383.00
INDIRECT EXPENSES	\$9,144.00	\$1,143.00										\$1,143.00	\$11,430.00
DIRECT EXPENSES	\$32,000.00	\$4,000.00										\$4,000.00	\$40,000.00
CONSULTANT EXPENSES													\$0.00
													\$82,813.00
610.1 - Long Range Planning													
<i>FY19 - CPG</i>													
DIRECT LABOR	\$8,800.00	\$1,100.00										\$1,100.00	\$11,000.00
FRINGE BENEFITS	\$6,542.80	\$817.85										\$817.85	\$8,178.50
INDIRECT EXPENSES	\$5,588.00	\$698.50										\$698.50	\$6,985.00
DIRECT EXPENSES	\$800.00	\$100.00										\$100.00	\$1,000.00
CONSULTANT EXPENSES													\$0.00
													\$27,163.50
610.11 - Long Range Planning													
<i>FY18 Carry Forward - CPG</i>													
DIRECT LABOR	\$8,800.00	\$1,100.00										\$1,100.00	\$11,000.00
FRINGE BENEFITS	\$6,542.80	\$817.85										\$817.85	\$8,178.50
INDIRECT EXPENSES	\$5,588.00	\$698.50										\$698.50	\$6,985.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES													\$0.00
													\$26,163.50
625.1 RTPO Planning													
DIRECT LABOR					\$11,200.00	\$1,400.00	\$1,400.00						\$14,000.00
FRINGE BENEFITS					\$8,327.20	\$1,040.90	\$1,040.90						\$10,409.00
INDIRECT EXPENSES					\$7,112.00	\$889.00	\$889.00						\$8,890.00
DIRECT EXPENSES					\$16,074.94	\$2,009.37	\$2,009.37						\$20,093.67
CONSULTANT EXPENSES					\$36,000.00	\$4,500.00	\$4,500.00						\$45,000.00
													\$98,392.67

FY2019
FINANCIAL RESPONSIBILITY BY COST CATEGORY

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
625.11 RTPO Planning	<i>FY18 Carry Forward - SPR</i>												
DIRECT LABOR					\$11,200.00	\$1,400.00	\$1,400.00						\$14,000.00
FRINGE BENEFITS					\$8,327.20	\$1,040.90	\$1,040.90						\$10,409.00
INDIRECT EXPENSES					\$7,112.00	\$889.00	\$889.00						\$8,890.00
DIRECT EXPENSES					\$0.00	\$0.00	\$0.00						\$0.00
CONSULTANT EXPENSES					\$0.00	\$0.00	\$0.00						\$0.00
													\$33,299.00
665.1 - Air Quality Advocacy													
DIRECT LABOR								\$1,600.00				\$400.00	\$2,000.00
FRINGE BENEFITS								\$1,189.60				\$297.40	\$1,487.00
INDIRECT EXPENSES								\$1,016.00				\$254.00	\$1,270.00
DIRECT EXPENSES								\$28,194.40				\$7,048.60	\$35,243.00
CONSULTANT EXPENSES													\$0.00
													\$40,000.00
667.1 - Rideshare													
DIRECT LABOR								\$1,000.00					\$1,000.00
FRINGE BENEFITS								\$743.50					\$743.50
INDIRECT EXPENSES								\$635.00					\$635.00
DIRECT EXPENSES								\$12,621.50					\$12,621.50
CONSULTANT EXPENSES													\$0.00
													\$15,000.00
674.1 - Coordinated Transportation	<i>FY19 - CPG</i>												
DIRECT LABOR	\$14,400.00	\$1,800.00										\$1,800.00	\$18,000.00
FRINGE BENEFITS	\$10,706.40	\$1,338.30										\$1,338.30	\$13,383.00
INDIRECT EXPENSES	\$9,144.00	\$1,143.00										\$1,143.00	\$11,430.00
DIRECT EXPENSES	\$1,600.00	\$200.00										\$200.00	\$2,000.00
CONSULTANT EXPENSES													\$0.00
													\$44,813.00
674.2 - Transit Planning													
DIRECT LABOR			\$17,600.00	\$2,200.00								\$2,200.00	\$22,000.00
FRINGE BENEFITS			\$13,085.60	\$1,635.70								\$1,635.70	\$16,357.00
INDIRECT EXPENSES			\$11,176.00	\$1,397.00								\$1,397.00	\$13,970.00
DIRECT EXPENSES			\$17,338.40	\$2,167.30								\$2,167.30	\$21,673.00
CONSULTANT EXPENSES													\$0.00
													\$74,000.00

**FY2019
FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
682.1 - OPWC District 11													
Infrastructure Support													
DIRECT LABOR										\$7,000.00			\$7,000.00
FRINGE BENEFITS										\$5,204.50			\$5,204.50
INDIRECT EXPENSES										\$4,445.00			\$4,445.00
DIRECT EXPENSES										\$48,350.50			\$48,350.50
CONSULTANT EXPENSES													\$0.00
													\$65,000.00
682.2 - WESTCO Port Authority Rail													
Freight Administration													
DIRECT LABOR									\$26,000.00				\$26,000.00
FRINGE BENEFITS									\$19,331.00				\$19,331.00
INDIRECT EXPENSES									\$16,510.00				\$16,510.00
DIRECT EXPENSES									\$28,159.00				\$28,159.00
CONSULTANT EXPENSES													\$0.00
													\$90,000.00
682.3 - OPWC District 11 Clean Ohio													
Program													
DIRECT LABOR											\$2,000.00		\$2,000.00
FRINGE BENEFITS											\$1,487.00		\$1,487.00
INDIRECT EXPENSES											\$1,270.00		\$1,270.00
DIRECT EXPENSES											\$10,243.00		\$10,243.00
CONSULTANT EXPENSES													\$0.00
													\$15,000.00
697.1 - Public Involvement													
	<i>FY19 - CPG</i>												
DIRECT LABOR	\$5,600.00	\$700.00										\$700.00	\$7,000.00
FRINGE BENEFITS	\$4,163.60	\$520.45										\$520.45	\$5,204.50
INDIRECT EXPENSES	\$3,556.00	\$444.50										\$444.50	\$4,445.00
DIRECT EXPENSES	\$8,000.00	\$1,000.00										\$1,000.00	\$10,000.00
CONSULTANT EXPENSES													\$0.00
													\$26,649.50
TOTAL FINANCIAL RESPONSIBILITY													
DIRECT LABOR	\$106,400.00	\$13,300.00	\$17,600.00	\$2,200.00	\$11,200.00	\$1,400.00	\$1,400.00	\$2,600.00	\$26,000.00	\$7,000.00	\$2,000.00	\$15,900.00	\$221,000.00
FRINGE BENEFITS	\$79,108.40	\$9,888.55	\$13,085.60	\$1,635.70	\$8,327.20	\$1,040.90	\$1,040.90	\$1,933.10	\$19,331.00	\$5,204.50	\$1,487.00	\$11,821.65	\$164,313.50
INDIRECT EXPENSES	\$67,564.00	\$8,445.50	\$11,176.00	\$1,397.00	\$7,112.00	\$889.00	\$889.00	\$1,651.00	\$16,510.00	\$4,445.00	\$1,270.00	\$10,096.50	\$140,335.00
DIRECT EXPENSES	\$83,093.08	\$10,386.64	\$17,338.40	\$2,167.30	\$16,074.94	\$2,009.37	\$2,009.37	\$40,815.90	\$28,159.00	\$48,350.50	\$10,243.00	\$19,602.54	\$280,250.02
CONSULTANT EXPENSES	\$180,000.00	\$22,500.00	\$0.00	\$0.00	\$36,000.00	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,500.00	\$270,000.00
TOTAL	\$516,165.48	\$64,520.69	\$59,200.00	\$7,400.00	\$78,714.14	\$9,839.27	\$9,839.27	\$47,000.00	\$90,000.00	\$65,000.00	\$15,000.00	\$79,920.69	\$1,075,898.52



APPENDIX

TITLE VI COMPLIANCE QUESTIONNAIRE

MARCH, 2018

Metropolitan Planning Organizations (MPOs) & Regional Transportation Planning Organizations (RTPOs)

General

1. Which office within your organization has lead responsibility for Title VI compliance?
 - [Office of the Transportation Director](#)
2. Who is your designated Title VI Coordinator? Please provide the person's name, title and contact information.
 - [Scott Schmid](#)
Transportation Director
sschmid@clarkcountyohio.gov
(937)521-2133
3. Does your organization have a Title VI Program Plan? If so, please provide the website link or attach a copy.
 - <http://clarktcc.com/Title VI Plan/2017 Title VI Plan.pdf>
4. Does your organization have a Title VI policy? If so, please provide the website link or attach a copy.
 - <http://clarktcc.com/Title VI Plan/2017 Title VI Plan.pdf>
5. Does your organization have written Title VI complaint procedures? If so, please provide the website link or attach a copy.
 - <http://clarktcc.com/Title VI Plan/2017 Title VI Plan.pdf>
6. Does your organization have a Title VI complaint form? If so, please provide the website link or attach a copy.
 - <http://clarktcc.com/Title VI Plan/2017 Title VI Plan.pdf>
7. Does your organization make the public aware of the right to file a complaint? If so, describe how this is accomplished.
 - [Complaints filed must be in regard to a CCSTCC Policy Board decision; a planning process currently followed by CCSTCC; or the current version of a CCSTCC work product, procurement or document. Additionally, the procedure proper handling of Title VI complaints shall be:](#)
 - [Any person\(s\), or legally authorized representative claiming to be aggrieved by an alleged discriminatory act or practice may complete and sign a Title VI Complaint form.](#)
 - [The CCSTCC Transportation Director, acting also as Title VI Coordinator, will review the complaint to determine its applicability to Policy Board decisions, planning process, or work products of CCSTCC.](#)
 - [If the complaint is determined applicable, copies of the complaint will be forwarded to the appropriate State and/or Federal agencies within ten \(10\) business days.](#)

These agencies may include Ohio Department of Transportation (ODOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

- The complainant shall be notified in writing that the complaint is being processed. Complainant notification shall include copies of correspondence with ODOT, FHWA, and/or FTA.
 - The CCSTCC Policy Board will be notified of the complaint at the next scheduled Policy Board meeting. During the meeting the CCSTCC Title VI Coordinator discuss the complaint, facts, and findings with the Policy Board.
 - The CCSTCC staff will provide assistance to ODOT, FHWA, and FTA in resolving the complaint. Every attempt will be made to resolve the complaint at the State level prior to involving Federal agencies.
 - Within Five (5) business days of receiving a response from ODOT, FHWA, or FTA, the complainant will be notified in writing regarding the resolution of the complaint.
 - The CCSTCC Policy Board will be notified of the complaint resolution at their next scheduled meeting after the response is received.
 - FHWA, Office of Civil Rights will be the final decision making agency as it pertains to complaint issues and compliance in all civil rights related areas.
8. In the past three years, has your organization been named in any Title VI and/or other discrimination complaints or lawsuits? If so, please provide the date the action was filed, a brief description of the allegations and the current status of the complaint or lawsuit. Describe any Title VI-related deficiencies that were identified and the efforts taken to resolve those deficiencies.
- No, N/A
9. Has your organization provided written Title VI Assurances to ODOT? Is the Title VI Assurance included in the MPO self-certification resolution (Note, this only applies to MPOs, RTPOs do not approve self-certification resolutions)? If so, please provide a copy as an attachment.
- Yes, See Attachment A
10. Does your contract language include Title VI and other non-discrimination assurances?
- Yes
11. Do you use any of the following methods to disseminate Title VI information to the public (select all that apply):
- Title VI posters in public buildings
 - Title VI brochures at public events
 - [Title VI complaint forms in public buildings](#)
 - Title VI complaint forms at public events
 - [Title VI policy posted on your website](#)
 - [Title VI Program Plan posted on your website](#)
 - Other (Please explain)

Public Involvement

12. Does your organization have a Public Participation Plan? If so, please provide the website link or attach a copy.

- <http://clarktcc.com/reportslibrary/Plans and Programs/2014 Public Participation Process - Final.pdf>

When was the Public Participation Plan most recently updated?

- Current - September 2014
- Updating February 2018 - Currently in 45-day Public Review/Comment Period.

13. Please select which of the following outlets your organization uses to provide notices to different population groups (select all that apply):

- [Neighborhood and community paper advertisements](#)
- [Community radio station announcements](#)
- [Church and community event outreach](#)
- [Targeted fliers distributed in particular neighborhoods](#)
- [US Mail](#)

14. Do you coordinate with local community groups to facilitate outreach to minorities and low-income populations?

- The following community groups have had stakeholder/steering committee representation or had individual presentations at their meetings on recent planning studies:
 - Springfield Promise Neighborhood
 - Southern Gateway Neighborhood Association
 - NAACP of Springfield

15. Do you take the following into consideration when identifying a public meeting location (select all that apply):

- [Parking](#)
- [Accessibility by public transportation](#)
- [Meeting times](#)
- [Existence of ADA ramps](#)
- [Familiarity of community with meeting location](#)

16. Have meeting participants requested special assistance (e.g., interpretation services) ahead of any public event in the past year?

- No

Limited English Proficiency (LEP) and Language Assistance

17. Are you familiar with the LEP four-factor analysis methodology?

- No

18. Are you familiar with the LEP language assistance Safe Harbor threshold?

- No

19. Does your organization have an LEP Plan and/or a Language Assistance Plan (LAP)?
- No
20. Has your organization identified vital documents that need to be made available in languages other than English?
- No
21. Do you have a list of staff who speak languages other than English?
- No
22. Do you provide free translation services in languages other than English to the public upon request?
- Yes
23. How often do you receive requests for language assistance?
- Never

Title VI Training

24. Who provides Title VI training to your staff?
- [ODOT staff](#)
 - Title VI Coordinator
 - Other (Please explain)
25. How often are Title VI trainings conducted?
- Non-routinely
26. How many staff were trained on Title VI this year?
- 4; 2 at ODOT/FHWA Title VI Workshop, 1 through development of 2017 TCC Title VI Program, and 1 through participation at 2017 Ohio Civil Rights Symposium

Transportation Planning Program - Data Collection and Analysis

27. Does your agency maintain documentation describing its procedures for incorporating Title VI requirements into the region's transportation planning program?
- Yes
28. Does your organization maintain socio-demographic data and mapping for the transportation planning region?
- Yes
29. Does your organization use data to identify protected groups for consideration in the planning process?
- Yes

30. Does your organization conduct Transportation Plan and Transportation Improvement Program environmental justice analyses of the impacts that planned transportation system investments will have on both minority (including low-income status populations) and non-minority areas? Discuss the assessment methodology and resulting documentation.
- Yes, The methodology to determine the location and concentration of identified groups involves four steps,-which are:
 - Step 1: Define the population
 - Step 2: Determine the urban percentage for low income, minority populations, elderly populations, and limited English proficiency populations
 - Step 3: Use a graduated percentage as threshold for determining location of low income, minority populations, and Limited English Proficiency
 - Step 4: Map the urban percentage by relevant geography
 - Minority means a person who is:
 - Black (having origins in any of the black racial groups of Africa);
 - Hispanic (of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race)
 - Asian American (having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
 - American Indian and Alaskan Native (having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition
 - Low Income means a person whose median household income is at or below the Department of Health and Human Services (HHS) poverty guidelines.
 - Limited English Proficiency means a person who does not speak English as their primary language and who have a limited ability to read, speak, write, or understand English can be limited English proficient, or "LEP." The ACS identified persons who speak and do not speak English very well. For purposes of this policy, those persons who do not speak English very well are considered as a LEP person.
31. Does your organization track demographic information of participants in its transportation planning program public involvement events?
- No

Technical Assistance

32. Provide the name, title, and contact information for the person who completed this questionnaire and the date the questionnaire was completed.
- Scott Schmid
Transportation Director
sschmid@clarkcountyohio.gov
(937) 521-2133
33. Is this the person who should be contacted with follow-up questions?
- Yes
34. Do you have any questions regarding this questionnaire?
- No

35. Would your organization like Title VI training or other Civil Rights technical assistance from ODOT?
- Yes, programs similar to the FHWA/ODOT Workshop December 2016 and the Ohio Civil Rights Symposium are beneficial to the organization.

Appendix A
CCSTCC Self Certification Resolution

RESOLUTION 2017-G

OF THE CLARK COUNTY-SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE TO CERTIFY THE TRANSPORTATION PLANNING PROCESS

WHEREAS, the Clark County-Springfield Transportation Coordinating Committee (CCSTCC) is designated the Metropolitan Planning Organization (MPO) for the Springfield urbanized area in Clark County by the Governor of the State of Ohio, acting through the Ohio Department of Transportation (ODOT), and in cooperation with locally elected officials in the area pursuant to Agreement of Cooperation #18823 between ODOT and the Board of Commissioners of Clark County, Ohio; and

WHEREAS, the federal regulations pertaining to urban transportation planning, published as 23 CFR 450.334, require that CCSTCC and ODOT to certify that the transportation planning process is cooperatively conducted in conformance with the regulations; and

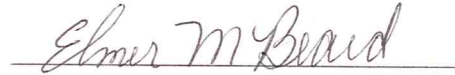
WHEREAS, the urban transportation planning process includes activities to support the development and implementation of a Transportation Plan, a Transportation Improvement Program and subsequent project development activities to the degree appropriate for the area; and

WHEREAS, the federal regulations published as 23 CFR 450.334 also require planning is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C 134 and 49 U.S.C. 5303 (Metropolitan Transportation Planning requirements);
- II. Sections 174 and 176(c) and (d) of the Clear Air Act, as Amended (42 U.S.C. 7504, 7506 (c) and (d) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- IV. 49 U.S.C. 4332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- V. Section 1101(b) of the MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT-funded projects;
- VI. 23 CFR part 230, regarding the implementation of the equal employment opportunity program on federal and federal-aid highway construction contracts;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27,37 and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving federal financial assistance;
- IX. Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

BE IT THEREFORE RESOLVED:

That the Clark County-Springfield Transportation Coordinating Committee certifies, in consideration of the requirements listed herein and to the agree appropriate for the size of the area and the complexity of its transportation problems, that the urban transportation planning process is being carried out in conformance with all the applicable federal requirements.

A handwritten signature in cursive script, reading "Elmer M. Beard", is written over a horizontal line.

Elmer M. Beard
Chairman

May 12, 2017