AGENDA

1. Roll Call

2. Approval of February 1, 2017 Meeting Minutes

3. Communications

4. Public Comment (for items not on MPO Agenda)

5. Public Hearing on the Draft Regional Transportation Plan (RTP) 2050 for the Madison Metropolitan Area

   Note: Action on the RTP 2050 by the MPO is anticipated on Wednesday, April 5 at 6:30 p.m. in Room A-B of the Madison Water Utility Building, 119 E. Olin Avenue. Written comments on the RTP 2050 are invited through Wednesday, March 22, and can be provided via the RTP website (www.MadisonAreaRTP.com), emailed to mpo@cityofmadison.com, or sent to the MPO offices at 121 S. Pinckney St., Suite 400, Madison, WI 53703.

6. Presentation on the Highway Safety Improvement Program and Recently Approved WisDOT Safety Projects to Install Median Guardrails
   (WisDOT SW Region Staff)

7. Approval of Cooperative Agreement for Continuing Transportation Planning for the Madison, Wisconsin Metropolitan Area Between WisDOT, MATPB, and Metro Transit

8. Brief Update on Modification to Membership and Voting Structure of the MATPB Technical Coordinating Committee

9. Status Report on Studies and Plans Involving the TPB:
   - USH 51/Stoughton Road (USH 12/18 to IH 39/90/94) Corridor EIS Study
   - USH 51 (McFarland to Stoughton) Corridor EIS Study
   - Beltline (USH 14 to CTH N) Corridor EIS Study
   - Interstate 39/90/94 (Madison to Portage) Corridor EIS Study
   - Interstate 39/90/Beltline Interchange EIS Study
   - Other WisDOT Corridor Studies
   - City of Madison Madison in Motion Transportation Master Plan

10. Discussion of Future Work Items:
    - Regional Transportation Plan 2050
    - Household Travel Mail Survey to Supplement National Travel Survey
    - AirSage Origin/Destination Data Analysis
    - Bus Rapid Transit (BRT) Implementation Planning
    - RTA Enabling Legislation Issue
    - MPO Website Redesign and Reorganization
11. Announcements and Schedule of Future Meetings

12. Adjournment

Next MPO Meetings:

**Thursday, March 30, 2017 at 6:30 p.m.**
Joint Meeting with CARPC
Madison Water Utility Building, 119 E. Olin Avenue, Rooms A-B

**Wednesday, April 5, 2017 at 6:30 p.m.**
Madison Water Utility Building, 119 E. Olin Avenue, Rooms A-B

If you need an interpreter, materials in alternate formats, or other accommodations to access this meeting, contact the Planning & Development Dept. at (608) 266-4635 or TTY/TEXTNET (866) 704-2318. 
*Please do so at least 48 hours prior to the meeting so that proper arrangements can be made.*

Si Ud. necesita un intérprete, materiales en formatos alternos, o acomodaciones para poder venir a esta reunión, por favor haga contacto con el Department of Planning & Development (el departamento de planificación y desarrollo) al (608)-266-4635, o TTY/TEXTNET (886)-704-2318.
*Por favor avisenos por lo menos 48 horas antes de esta reunión, así que se puedan hacer los arreglos necesarios.*
1. Roll Call

   Members present:  David Ahrens, Mark Clear, Steve Flottmeyer, Ken Golden, Tim Gruber, Chuck Kamp, Al Matano, Ed Minihan (arrived during Item 5), Robin Schmidt (arrived during Item 5), Steve Stocker

   Members absent:  Steve King, Jerry Mandli, Mark Opitz

   MPO Staff present:  David Kanning, Bill Schaefer

2. Approval of December 7, 2016 Meeting Minutes

   Moved by Kamp, seconded by Stocker, to approve the December 7, 2016 meeting minutes. Motion carried with Golden abstaining.

3. Communications

   - Letter from WisDOT and FHWA approving the 2016 Work Program amendment, extending the time allowed to complete the household travel mail survey.
   - Letters from WisDOT and USDOT approving the MPO’s 2017 Work Program and associated federal and state funding.
   - Letter from WisDOT approving the MPO’s 2017-2021 TIP.

4. Public Comment (for items not on MPO Agenda)

   None

5. Resolution TPB No. 125 Approving Amendment #1 to the 2017-2021 Transportation Improvement Program for the Madison Metropolitan Area & Dane County

   Schaefer provided a summary of the amendment request and noted that five of the projects involve adding median beam/cable guards or thrie guards. Ahrens and Matano asked why there were so many guardrail projects in this amendment. Flottmeyer said that these projects are part of recently approved Highway Safety Improvement Program (HSIP) applications, and that WisDOT prefers to deliver and construct them within a two-year time frame. The applications were approved late last year. Ahrens questioned the need for the guardrails. Schaefer said that in order to be eligible for HSIP funding there must be a documented crash history that the project is designed to address. Golden asked how much these safety projects cost. Schaefer said that they range from $83,000 to $1,280,000. Matano asked for a definition of “thrie-beam guardrail”. Schaefer said that it relates to the shape of the median, and Flottmeyer further explained that the thrie beam guardrail has three waves, and is the new standard.

   Golden questioned the need for the guardrail projects. Ahrens asked if the funds for these projects were specifically earmarked for safety. Schaefer confirmed that the funding for these projects could only be used for safety projects that met program eligibility requirements. Schmidt asked if other projects would receive funding if these projects were not approved. Flottmeyer said that safety funds would be used elsewhere in the state if these projects were not approved. He stated that there is a need for these projects; they went through a rigorous safety application review process. Ahrens asked if the process was competitive. Flottmeyer confirmed that these projects competed against other projects in the state for funding. Golden asked Flottmeyer if he had knowledge about the Beltline’s crash history. Flottmeyer said that he would have to review the application to provide an answer.
Golden suggested separating out the guardrail projects and referring them to the next meeting so that WisDOT could provide information to justify the projects. Schaefer said that the TIP will not be able to be amended again until the April meeting because the Regional Transportation Plan won’t be approved until then. The 5-year update is due in March, but we will be a month late. Because of this, Schaefer suggested the board approve the amendment since the projects could always be deleted from the TIP if the board wasn’t convinced of the need for the projects after receiving a presentation from WisDOT staff at the March or April meeting. Golden said that this was acceptable to him.

Schaefer mentioned that MPO staff planned to examine crash rates on the local arterial system this year as part of a safety planning project. The study will primarily examine crashes outside the City of Madison since Madison Traffic Engineering has the staff and resources to study crashes within city limits; other local communities do not have the staff resources. The purpose of the study will be to (1) identify high crash intersections and corridors and (2) work with the local communities to identify potential safety countermeasures, so they have an opportunity to apply for local safety funds.

Clear asked if there had been any discussion about moving the East Johnson Street project to a different year so it does not conflict with the opening of the Public Market. Schaefer said that he wasn’t aware of this potential conflict, but that there are issues with moving projects that are receiving federal STP-Urban funds. He said City Engineering staff had not contacted MPO staff about changing the project schedule. Clear said that he would contact Rob Phillips and the council members representing that area to discuss the issue.

Moved by Kamp, seconded by Clear, to approve the amendment to the 2017-2021 TIP. Moved by Golden, seconded by Ahrens, to separate the guardrail projects and refer them to the next meeting. Motion carried to approve without the guardrail projects. Golden then withdrew the motion to refer the guardrail projects. Moved by Schmidt, seconded by Stocker, to approve the guardrail projects as part of the 2017-2021 TIP amendment. Motion carried with Golden abstaining.


Schaefer said that there had been no substantive changes to the set of recommendations since the last meeting. The major projects map was renamed “Major Roadway and High Capacity Transit Improvement Projects & Studies,” and the entire USH 51 corridor was shown as a major project rather than just the section from STH 138 to CTH B, which is planned to be expanded to a 4-lane divided urban cross-section. If approved as a major project, the whole corridor would be done with intersection improvements planned throughout the rest of the corridor. Schaefer stated that at the Regional Transportation Plan Committee meeting yesterday Tom Wilson from Westport said CTH Q had already been expanded to four lanes between Woodland Drive and Meffert Road. Schaefer said that the project will be removed from the plan accordingly.

Schaefer said that the packet also included the following other maps: roadway functional classification system; park-and-ride lots; major bicycle facilities; and transit network. He noted the existing maintenance facility was added to the transit map. The draft plan addresses the need to renovate the facility and to add a new satellite facility. Schaefer said that one of the committee members suggested realigning one of the transit routes between Madison and Waunakee, which made sense. Schaefer stated that staff still needed to add Kamp’s recommendation about Family Care to the recommendations section. He asked the board to provide any comments they had on the recommendations or facility plan maps.

Golden noted that the park-and-ride lots are all proposed in heavily congested areas. He suggested exploring the idea of adding park-and-ride lots in places that intercept people earlier in their rides, away from congestion. For example, it might be beneficial to have a park-and-ride lot on Mineral Point Road west of Pleasant View Road, where it is less congested, in addition to the proposed location where a BRT stop is shown. Schaefer said that adding a lot farther west would likely require the addition of express bus service. Golden agreed, and said this should be explored. Golden said that several of the lots will function as park-and-pool lots, rather than park-and-ride lots, since they are not served by transit. He suggested adding a recommendation to explore the feasibility of serving the park-and-pool lots with transit.
Ahrens asked about the Beltline, Interstate 39/90/94, and Beltline-Interstate 39/90 interchange studies. Schaefer said that the Beltline-Interstate interchange is included in the plan as a project. The scope of improvements and funding for the potential Beltline and Interstate (Madison to Portage) projects is uncertain, so they are included in the plan as studies only for now. Staff will be meeting with WisDOT staff to come to agreement on how the Stoughton Road study should be addressed in the plan.

Kamp suggested adding other local governments as implementing parties under Public Transit recommendation 1A. He asked whether the 1-5 year time frame for this recommendation would allow for operation by 2021 since the city’s budget includes operating funds in that year for BRT. Schaefer confirmed that is the plan for the initial project. He said once the alternatives study is completed, the initial project is identified, and funding for the satellite garage is identified, the BRT and garage projects will be added to the plan through an amendment. Kamp suggested (1) adding private providers and non profits as implementing parties to Transit recommendation 5A-D; (2) changing the timeframe for Transit recommendation 9C (implementing an RTA) to 1-5+ years; and (3) adding non profits as an implementing party to Specialized Transportation recommendation 2A. Clear suggested adding City of Madison’s Disability Rights Commission.

Clear asked if there was any ongoing work on the accessible taxi issue. Golden said no work has been done on this by the ADA Transit committee. Kamp said that Mayor Soglin was interested in learning whether private companies can use STP-Urban funding. Schaefer said that private companies are not eligible. Kamp said that Golden worked with Dane County on setting up $1.5 million in funding for transit capital projects, but the county attorneys said the county could not legally fund such projects. Golden said that he is on the City’s ADA Transit committee, and that this issue was on the committee’s meeting agenda about a year ago.

Schaefer said that the time frame for initiating planning for the intercity bus terminal will be changed from 15+ years to 5 to 15 years. Clear said that the intercity bus terminal is intended to be included in the plans for the reconstruction of the Lake Street parking garage. Schaefer said that is correct, but the schedule for garage project has been moved outside the 6-year capital budget.

7. Review Financial Analysis for the Regional Transportation Plan 2050

Schaefer provided an overview of the financial analysis done for the plan. The purpose is to demonstrate that all recommended projects can be funded while still preserving existing infrastructure. Schaefer said that he included information about the state transportation fund solvency study. He described how staff estimated future funding for roadway and Metro Transit projects, and noted that a table lists the funding for the various categories. It was assumed that the current level of spending on the local system will maintain current roadway preservation trends, which is a slow deterioration of the system. Additional funding would be needed to maintain current pavement conditions. For state highway system, pavement conditions have improved in recent years, but the statewide study showed a need for additional funding. The MPO will continue to monitor the trend in pavement conditions. Schaefer said that staff estimated the capital costs to implement the recommended transit system and the increase in service hours required. Additional funding, most likely through a new funding source, would be needed to implement the system vision.

Schmidt suggested adding a chart that would show the yearly revenues that could be generated by a ¼ and ½ percent sales tax should there be legislation that authorizes local RTAs. The revenue could be compared to the cost to operate Metro Transit. The chart could also perhaps show road project cost reductions as a result of reducing traffic demand through better integrated transit. Stocker asked for a cost estimate for the estimated 63% increase in revenue service hours needed to implement the transit plan. Schaefer said that staff could translate that into dollars.

Golden asked about the inflation factor used in the analysis. Schaefer said that WisDOT directed MPO staff to use a 2% annual increase in both project costs and funding. Golden expressed concern that transportation-
related expenses, such as the cost to purchase buses, have exceeded the inflation rate. He also expressed concern about assuming a 2% percent increase in funding given the current state budget situation. Schaefer agreed that the 2% annual increase in project costs was optimistic. The inflationary increase in funding assumes the state budget situation gets resolved in the future. Golden said he was confused by the analysis of federal and state funding for roadways. Schaefer said there is a table showing average annual federal/state and local funding for state highways and local roadways. The federal/state funding data was provided by WisDOT. The local funding for local roadways was calculated by taking the total funding from the WisDOR data and subtracting the federal/state funding.

Kamp suggested including a chart that identifies Metro Transit’s current needs versus current funding and with potential new funding via a sales tax or vehicle registration fee. Schmidt thought a chart showing the revenue from a county vs. city wide wheel tax would be helpful. Schmidt said that she would like to have the board discuss at a future meeting whether the MPO should pass a resolution that encourages state legislators to consider RTA enabling legislation while they’re in session to help address transportation funding problems. Clear suggested adding this as a future work item.

Kamp asked how the plan will address capacity issues for the different transportation modes, including transit. Schaefer said that the plan addresses capacity issues for roadways and the need to spend more money for preservation purposes. It does not specifically address transit capacity issues, but work has been done to identify transit costs. A conclusion will be added to the financial analysis chapter that describes unmet needs and the current state of funding. Golden asked how many buses Metro Transit will need to purchase per year, starting in 2050, to maintain its fleet. Kamp said that Metro Transit would need to purchase 20 to 21 buses a year to maintain its fleet in 2050. Some would need to be articulated buses. Kamp said the eventual goal is to have 285 buses in its fleet, of which 40 to 60 would be articulated.

8. Review of Interstate 39/90 and Beltline Interchange Detailed Study Alternatives and Consideration of Potential Letter of Comment

Schaefer said WisDOT separated the Beltline interchange from the rest of the Interstate expansion project to address changes in the limits of the project, impacts, and changes in design of the interchange from when the EIS for the Interstate project was completed. Schaefer said FHWA and WisDOT went through a process to develop and evaluate design alternatives for the interchange, and are now proposing to move forward two of the five full-build alternatives for further more detailed analysis. A letter was sent out to participating agencies seeking comments on the design alternatives being proposed to move forward. Schaefer briefly described the low-build and full-build alternatives evaluated. WisDOT has dismissed the low-build alternative and three of the five full-build alternatives. The two being carried forward include one with the smallest footprint and least environmental impact and another that has a larger footprint but meets the most criteria for safety, traffic operations and other factors.

Matano said that the interchange designs are difficult to follow. Schaefer agreed and said that he had asked WisDOT staff to provide a presentation on the alternatives; however, they thought it would be more appropriate to provide a presentation this spring or early summer. Schmidt asked if the board could ask for a 30-day or 60-day extension to comment on the alternatives. Golden said that WisDOT should provide a presentation if they are serious about wanting the board’s input. Golden said that the board has previously talked about land conservation as being an important factor. Schaefer said that one of the final alternatives being examined keeps the existing interchange’s footprint. Gruber asked if a cost estimate has been developed. Schaefer said that WisDOT is developing an updated planning level estimate. The project will cost at least $400 million, and is being designed so it can be phased over time. The last phase would be the conversion of USH 12/18 to a freeway with an interchange at CTH AB.

Moved by Schmidt, seconded by Golden, to request that staff write a letter to WisDOT asking for an extension of time to comment and requesting that WisDOT staff make a presentation on the interchange design alternatives at a future meeting. Motion carried with Flottmeyer abstaining.
9. Update on Modification to Membership and Voting Structure of the MPO Technical Coordinating Committee

Schaefer described the existing and proposed membership and voting structure of the MPO technical committee. The purpose of the modification is to address recurring quorum issues. Schmidt asked why the City of Sun Prairie wasn’t paired with another city. Schaefer said that there is an odd number of suburban communities so Sun Prairie wasn’t paired because it is the largest suburb. Kamp asked if MPO staff contacted members who have been contributing to the quorum problem. Schaefer said that he has contacted members who attend infrequently. They have good intentions about attending regularly, but do not various reasons. Golden asked if the voting status of any member is impacted by whether or not their community contributes to the local match. Schaefer said that the voting status of members is not affected by this.

10. Discussion Regarding Joint Meeting with the Capital Area Regional Planning Commission

Matano said that he had some new potential dates for a future joint meeting of the MPO and Capital Area Regional Planning Commission (CARPC). Schaefer offered to create a Doodle poll for the meeting. He said that staff is currently scheduling the final series of public meetings for the RTP, and the potential joint meeting dates do not appear to conflict with them.

11. Status Report on Studies and Plans Involving the TPB

Schmidt suggested developing a resolution or a letter to the chairs of the transportation committees in the legislature that would describe the benefits of allowing local governments to establish RTAs. With this authority, the state would not have to raise taxes for projects desired by local communities. Local governments could decide how they wish to fund local road and transit projects. Schaefer asked Schmidt if she was referring to a general authority, rather than solely a transit authority. Schmidt said she was referring to a general transportation authority. Schaefer said that the City of Madison recently introduced a resolution that addresses the RTA authority issue, outlining key aspects of potential legislation that the city would support. Schmidt asked if the MPO could review the City resolution and then develop its own resolution. Schmidt said that this seems like an appropriate time to broach the topic, since the legislature is currently debating the budget.

Gruber reported that the City of Madison has a resolution currently being reviewed by various committees that states a preference for an urban boulevard cross-section for Stoughton Road rather than a freeway conversion. Gruber said that East Washington Avenue is an urban boulevard, and carries about the same amount of traffic as Stoughton Road. Schaefer commented that there are some significant differences, including the fact that Stoughton Road is a significant freight corridor and carries much more truck traffic.

Schaefer reported that WisDOT recently held public meetings on the Interstate 39/90/94 study regarding different corridor alternatives being evaluated, including off-corridor ones. He said there is not community support for those alternatives. Schaefer said it is likely the off-corridor alternatives will be dismissed. Schaefer said that the Madison in Motion plan is going through the City approval process.

12. Discussion of Future Work Items

Schaefer said that staff is in the process of scheduling the final set of public meetings for the RTP. They will be scheduled for the end of February or early March. The next board meeting will be held on March 1 in downtown Madison. The official public hearing on the RTP will take place that evening. Action on the RTP is anticipated at the April meeting.

Schaefer said that a 40% response rate has been achieved for the household travel survey. The UW Survey Center sent a reminder in January to the households that had not responded yet, and some additional surveys were returned. A second wave of surveys will be sent out to different households in the spring. He also reported that the RFP for the next phase of BRT study has been delayed due to issues surrounding the three-
party agreement between the county, city, and WisDOT that was executed to oversee the former rail study with funding from the state. Additional federal funding was later obtained. The agreement may be amended.

13. Announcements and Schedule of Future Meetings

Schaefer said the MPO is hiring two new planning staff: Coleen Hoesly, who is coming from WisDOT Southwest Region and Bill Holloway, who is coming from the State Smart Transportation Initiative at the University of Wisconsin. They will be starting in mid-February.

Matano said that he is interested in attending a conference on bike-friendly places. The $450 registration fee will be waived if four elected officials from the same area sign up together. Clear asked Matano if he found out about the conference through the Madison Bikes Facebook group. Matano confirmed that he saw it on that Facebook page.

Gruber announced that State Smart Transportation Initiative staff will give a presentation to the Common Council at 5:30 pm on February 28th. David Dryer has been invited to participate in the meeting. Gruber said it is on the idea of freeways and boulevards within the city. Case studies of freeway removal from other cities will be examined. Matano said that the Congress of New Urbanism just sent an email that describes ten specific freeways nationwide that are slated for demolition.

Schaefer said that he reserved a room for Wednesday, March 1 in the City-County Building for the next Policy Board meeting. That is Ash Wednesday. The City of Madison does not prohibit the scheduling of meetings on Ash Wednesday; however Dane County does. He asked if there was concern about the March 1 meeting by board members, and there wasn’t so Matano said the next board meeting will remain as scheduled.

The next meeting will be held Wednesday, March 1, 2017 at 6:30 p.m. at the City-County Building, 210 Martin Luther King Jr. Blvd., Room 351.

14. Adjournment

Moved by Golden, seconded by Kamp, to adjourn. Motion carried. The meeting adjourned at 8:32 pm.
February 2, 2017

Craig Pringle, Project Manager  
WisDOT SW Region – Project Field Office  
111 Interstate Blvd.  
Edgerton, WI 53534

Re: Concurrence Point #2, Detailed Study Alternatives  
1-39/90 / Beltline Interchange EIS  
WisDOT Project I.D. 1007-10-02

Dear Mr. Pringle:

On behalf of the Madison Area Transportation Planning Board (MATPB), I am writing to request an extension of the time period for comment regarding Concurrence Point #2 (Detailed Study Alternatives) and to also request that WisDOT SW Region staff make a presentation to the board on the alternatives and the screening process and evaluation criteria used for selecting the alternatives to carry forward for further study.

The board felt that it was very difficult for the MATPB to provide informed comments on the study alternatives and screening process based on the screening summary memo alone due to the highly technical nature of the analysis done and the design details of the alternatives. A presentation on the project that would allow board members to ask questions would permit much more informed comments by the board.

The Beltline/Interstate interchange is arguably the most important interchange in the metropolitan area for both intra- and inter-regional travel. The project will need to be included in the MATPB’s Regional Transportation Plan 2050, which is anticipated to be adopted in April, and the Transportation Improvement Program once final design/engineering is begun. Therefore, a presentation on the project would be timely and appropriate.

Thank you for your consideration of this request for the extension and the presentation. I noticed the article in the paper today, which stated the new WisDOT Secretary had asked staff to re-evaluate the design for the interchange and other major projects due to large cost increases. So perhaps the request for the extension will not have any impact on your study schedule. This recent development may also impact the appropriate timing for the presentation to the board.

I look forward to hearing from you. I can be reached at (608) 266-9115 or wschaefer@cityofmadison.com.

Sincerely,

William Schaefer, Transportation Planning Manager  
Madison Area Transportation Planning Board
Cc: (via email)
Stephen Flottmeyer, WisDOT SW Region, Planning Chief
John Vesperman, WisDOT
Johnny Gerbitz, FHWA
February 7, 2017

Mr. Sean Higgins, AICP
Capitol Area Regional Planning Commission
210 Martin Luther King Jr Blvd,
Madison, WI 53703

Re: Initial Review of Town of Burke/City of Sun Prairie Urban Service Area Amendment Application

Dear Mr. Higgins,

We have completed our initial review of the Urban Service Area Amendment Application that would add approximately 94.5 acres of property, generally located west of Reiner Road and south of Capitol Drive, to the City of Sun Prairie’s Urban Service Area.

The amendment is generally consistent with the goals and policies of the draft Regional Transportation Plan 2050. In particular, the amendment will support the policy of encouraging growth in areas of existing development that place jobs, housing, and services closer together under the goal of connected livable neighborhoods and communities. The amendment also supports the policy to manage access to the regional roadway system by the design of the internal street system to make use of the existing O’Keefe Avenue intersection with Reiner Road for the main access to the development once the property to the north of the amendment area is redeveloped. This supports the goal of an efficient and safe transportation system. Reiner Road has sufficient capacity to handle the expected traffic from the amendment area. A minor intersection improvement at Reiner Road and the new access street will be required as the property develops.

While the amendment is generally supportive of RTP goals and policies, the following recommendations are made to strengthen the proposal and its consistency with RTP goals.

Recommendations

1. Consider requiring the developer to construct a path that directly connects the buildings planned on the west side of Phase 1 to the existing USH 151 corridor multi-use path. Alternatively, right-of-way for a future path could be reserved along the Phase 1-Phase 2 property line that would directly connect the USH 151 corridor path to the west property boundary. Construction of the path would require an easement or right-of-way dedication from Waste Management, which owns the property to the west. Either of these alternatives would improve bicycle and pedestrian access to the property from the west and south. The connection would become even more important if a planned north-south path southwest of the property is constructed, as identified in the Madison Area Transportation Planning Board’s Bicycle Transportation Plan. This path would connect the USH 151 corridor path with the planned Goodman path in the railroad corridor to the south.
The path connection to the west would improve access to the jobs to be created for Madison residents, including the Ridgewood neighborhood (an EJ area) in the N. Thompson Road area. This would support the policy to provide active transportation facility improvements that improve access to jobs and services in areas with underserved populations.

2. Page 15 of the application indicates that a sidewalk will not be constructed on the north side of Capitol Drive extended, the new access street to Reiner Road, in order to avoid additional wetland encroachment. Staff recommends reducing the street cross-section of the new access street to eliminate space for on-street parking on one or both sides rather than omitting the sidewalk from one side. The proposed 34’ street width is unnecessary for this stretch of the roadway as on-street parking is not needed there.

The reduced street cross-section would better meet the goal of reducing the environmental impact of the transportation system, while also improving safety for all users by adding the sidewalk on the north side of the street.

3. It is recommended that the city require, as a condition of approval, the dedication of required right-of-way to accommodate the four-lane urban cross section with shared-use path for Reiner Road. The right-of-way needs to be widened on the south end of the amendment area to match that to the north.

Staff may generate additional comments or recommendations during the second phase of application review, scheduled for this spring. Please contact me if you have any questions.

Sincerely,

William Schaefer
Transportation Planning Manager
Sean, sorry for delay in responding. Comments on the plan are as follows:

1. While the planned path along the edge of the wetland on the east side of the Phase I buildings would be a nice amenity for employees of the development to go for a walk during lunchtime, it doesn’t provide much benefit in terms of improving pedestrian and bicycle accessibility to/from the development. Also, if it is intended for bicycle as well as pedestrian use, it should be 10’ wide, which is the standard minimum width for multi-use paths.

2. The planned path doesn’t replace the need for the recommended path connection to the west to the USH 151 path, which is much more important from a bicycle accessibility standpoint for bicyclists accessing the property from the west/south.

3. Providing bike lanes on the east segment of Capitol Road extended east of the planned path crossing is not necessary given the low speeds and moderate traffic volumes anticipated on the roadway, especially if the lanes will not be continued along the entire roadway due to parking. It is generally not good practice to end bike lanes in the middle of a street. Between a sidewalk on both sides and the bike lanes, the sidewalk is in our view more important. Bicyclists who are comfortable on the street won’t need a bike lane on Capitol Road while those that are not can use the sidewalk. Omitting the bike lanes would allow for a more narrow street cross-section, minimizing wetland impacts.

4. It doesn’t appear as if turn lanes are being added on Reiner Road (right turn lane for southbound traffic, left for northbound traffic). It would be desirable to do so or at least provide sufficient additional pavement area for vehicles to bypass turning traffic.

Jeff is welcome to contact me if he has a question.

Bill Schaefer, Transportation Planning Manager
Madison Area Transportation Planning Board - An MPO
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Madison, WI 53703
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https://www.facebook.com/MadisonAreaTPB
From: Jeff Whipple [mailto:jwhipple@interstatepartners.com]
Sent: Thursday, February 09, 2017 3:42 PM
To: Higgins, Sean; Rupiper, Mike
Cc: 'tsemmann@cityofsunprairie.com'
Subject: Re: USA Amendment Heads-up

Mike and Sean,

As you know, this is a somewhat fluid process and our plans have been evolving over the past month or two. Attached is an overall look at the different bike paths and sidewalk areas that we are currently proposing for our project and how they connect to the overall transportation system. As we have continued to design the connection to Reiner Road, we have added accel and decel lanes and improved that intersection to better comply with City standards. That has required us to at least place a retaining wall along the south side of the road which no longer gives us any space for sidewalks along that 250'-300’ stretch. However, we are looking at placing bike lanes along that stretch to connect the sidewalks and multi-use path to the future bike lanes in Reiner Road.

Can you pass this along to the MPO to get their feedback on our latest version of the proposal?

Thanks,
Jeff Whipple
Development Associate

Interstate Partners LLC

N16 W23217 Stone Ridge Dr | Ste 120 | Waukesha, Wisconsin 53188
P: (262) 506-1007 | C: (262) 613-8567 | F: (262) 506-1001
www.interstatepartners.com | jwhipple@interstatepartners.com

From: "Higgins, Sean" <SeanH@capitalarearpco.org>
Date: Wednesday, February 8, 2017 at 9:40 AM
To: Tim Semmann <tsemmann@CityofSunprairie.com>, Jeff Whipple <jwhipple@interstatepartners.com>
Cc: "Rupiper, Mike" <miker@capitalarearpco.org>
Subject: RE: USA Amendment Heads-up

Hi Again Tim and Jeff,

Attached are some recommendations from the MPO about the overall design of the transportation elements in the application.

Regards,
Sean Higgins, AICP
Senior Community Planner
Capital Area Regional Planning Commission
(608)283-1267

From: Higgins, Sean
Sent: Thursday, January 26, 2017 12:48 PM
To: 'Jeff Whipple'
Cc: Rupiper, Mike; tsemmann@cityofsunprairie.com
Subject: USA Amendment Heads-up

Hi Jeff,

When we write up a staff analysis for Service Area requests we will typically send the application around to other agencies for a quick review, the MPO, the Historical Society, etc. We do this just to check if there are any red flags that applicants should be aware of. I wanted to give you a heads up
February 16, 2017

Michael Davies
Division Administrator
Federal Highway Administration
U.S. Department of Transportation
525 Junction Rd. Suite 8000
Madison, Wisconsin 53717

Marisol Simon
Regional Administrator
Federal Transit Administration
U.S. Department of Transportation
200 W. Adams Street, Suite 320
Chicago, Illinois 60606

Dear Mr. Davies and Ms. Simon:

Under the authority delegated to me by Governor Scott Walker, I am hereby approving the Madison Area Transportation Planning Board’s Amendment to the 2017-2021 Transportation Improvement Program (TIP) for the Dane County Urban Area. The amendment was approved and adopted by the Madison Area Transportation Planning Board on February 1, 2017. We will reflect by reference the 2017-2020 federal aid projects covered by this approval in our 2017-2020 Statewide Transportation Improvement Program (STIP).

Copies of the TIP Amendment and Resolution TPB Number 125 for the Madison Area Transportation Planning Board are enclosed. This TIP amendment represents a comprehensive, continuous, and cooperative effort between the MPO, local communities, affected transit operators, and the Wisconsin Department of Transportation (WisDOT), and is designed to meet the objectives of Title 23 USC 134 and 135 and their implementing regulations 23 CFR 450 and the 2035 regional transportation system plan.

We have determined that the proposed amendment: 1) is consistent with the adopted 2035 Regional Transportation System Plan, 2) conforms to state and national air quality standards as required by the Federal Clean Air Act Amendments of 1990, and 3) ensures that the TIP remains fiscally constrained in that federal funding resources are sufficient to support the new or modified projects.

Sincerely,

Dave Ross,
Secretary

cc: William Schaefer, MPO
    Mitch Batuzich, FHWA
    Mary Forlenza, FHWA
    William Wheeler, FTA
    Stephen Flottmeyer, WisDOT Southwest Region
    Donna Brown-Martin, WisDOT Bureau of Planning and Economic Development
Bridge pier blasting makes way for next phase of project work

Replacement of the I-39/90 bridges crossing the Rock River is going well. Work began in spring 2016 and a portion of the bridge for the new northbound lanes is now being used. The previous northbound bridge deck and piers were removed throughout fall and early winter and, on January 4, 2017, demolition experts used explosives to break up and remove the pier foundations under the water level.

Significant planning was completed prior to the blast to ensure motorists, work crews and the new bridge and existing I-39/90 southbound bridge were safe from the blast. Interstate traffic was slowed to 20 mph by State Patrol far in advance of the bridges near Edgerton and Newville.

Within six minutes of the blast being completed and the all clear was given, traffic resumed normal operations.

WisDOT Project Manager Emmanuel Yartey credited the success of the blast to the detailed planning and preparation of everyone involved.

For this year, crews will complete the remaining section of the northbound bridge and portions of the Interstate on both sides of the river in preparation to shift southbound Interstate traffic over to the new bridge structure. Two lanes will remain open in each direction, besides periodic nighttime single lane closures between 8 p.m. and 5 a.m. Monday through Friday.

Once that shift is completed, crews will remove and replace the existing I-39/90 southbound bridge over the river later this fall and winter.

This project is expected to be completed in summer 2018. Stay informed on these construction activities and register for project email updates.

Contact the project team:

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Facebook.com/WisconsinI3990Project

Stay up-to-date on the I-39/90 Expansion Project. From construction updates to meeting notices and handouts, you can connect with us to get information in whichever way is most convenient.

608.884.1234

www.i39-90.wi.gov

Sign up for email updates on the project website.

Get real-time travel conditions by calling 511 or visiting, www.511wi.gov.

www.i39-90.wi.gov
Know the signs: be safe in construction zones!

It’s always important to pay attention to roadway signage, whether it’s telling you where the next exit is or helping you find a hotel or restaurant in an unfamiliar area. It’s especially critical that motorists watch for, and obey, signage alerting them to construction activities ahead. Your safety and the safety of others depend on it!

As we approach spring and the start of another construction season, you’ll begin to see orange “road work ahead” and other construction signs on the Interstate and nearby highways. These signs provide important driver information to help you safely navigate through a work zone.

With construction planned on much of the 45 mile corridor of the I-39/90 Expansion Project this year, take time to review some of the more common work zone signs you will likely encounter:

- A “Road Work Ahead” sign means that drivers should pay extra attention as crews or construction vehicles and equipment may be working near the travel lanes.

- Failure to follow posted speed limits in construction zones could result in a speeding ticket with fines doubling in work zones.

- Lane shift ahead signs will become more prevalent along I-39/90 in 2017. When you see these signs, please slow down and stay in your lane.

- Advisory speed limit signs will be posted along this section of Interstate in advance of lane shifts. These signs alert motorists to upcoming roadway changes that recommend a safer, slower speed.

Crashes in construction zones happen far too frequently and can easily be avoided. Simply driving with caution and staying alert could save your life and the lives of others. When you notice these work zone signs, it’s your responsibility to pay attention and avoid distractions while driving.

Whether it’s for you, your passengers, or the workers along the highways, watch for work zone signs and obey the law. Let’s work together to make 2017 a safe construction season!

Stay alert, stay safe!

Safety plays an important role in the I-39/90 Expansion Project

Safety is always a priority for the Wisconsin Department of Transportation (WisDOT), whether it’s for the motorists traveling our roadways or for the construction and maintenance crews working to improve the state’s transportation system.

In 2016, the I-39/90 Expansion Project team implemented a Construction Safety Management System (CSMS) utilizing a core implementation team comprised of representatives from WisDOT, consultants, and construction contractors. The team worked to identify the top ten potential safety risks during the reconstruction and expansion of I-39/90, and created policies designed to specifically address each risk and then implemented safety training programs for everyone involved.

Some of the significant safety achievements for the I-39/90 project team in 2016 included:

- Creation of a two-hour construction safety awareness course for project leaders, project managers, inspectors and contractor safety representatives who work on the I-39/90 Expansion Project.

- Design of a user-friendly, weather-resistant safety field guide distributed to project site workers and managers to serve as a handy, durable reference guide while working in the field.

- Development of new safety process guidelines providing additional detail and guidance for construction crews.

- Completion of 32 project safety site visits. These visits identified areas for safety improvements and recognized positive observations witnessed by safety inspection teams on the construction sites.

The motto for this effort is, “Safety is Everyone’s Responsibility.” It not only highlights the importance of safety for our team, but also for the motorists traveling near and through our work zones.
2017 construction activities are fast approaching

Last year was a busy year with 18 of 20 projects completed, the carryover work includes the replacement of the Interstate bridges over the Rock River and the Interstate expansion near Newville. These projects will continue throughout 2017 and are scheduled to be completed in summer 2018.

In addition to continued construction on the Rock River bridges and adjacent Interstate, nine other projects are planned for areas throughout the 45 miles of Interstate 39/90 from the Illinois state line to the US 12/18 interchange near Madison. Below is more information on the scope of projects planned for 2017:

- Bridges crossing over the Interstate at County AB (near Madison), Manogue Road (north of Janesville) and Stateline Road (south of Beloit) will be replaced and lengthened to accommodate the additional lanes on I-39/90.

- The County N interchange (Exit 147) will be reconfigured and, when completed, will feature three roundabouts to improve safety and traffic flow. Interstate expansion will also take place adjacent to the interchange. A public involvement meeting for this interchange is anticipated in April 2017. Meeting details will be shared on the project website under the Schedule tab.

- The temporary widening projects include I-39/90 southbound between County AB and East Church Road, north of the US 51 interchange (Exit 156) in Dane County, and I-39/90 southbound from the County S (Shopiere Road) interchange (Exit 183) to the Illinois state line.

- Interstate reconstruction and expansion will occur on I-39/90 northbound from the Dane/Rock County line to East Church Road, and the northbound Interstate from Hart Road near Beloit to the I-39/90 and US 14 interchange (Exit 171B) in Janesville. This work will continue through fall 2019.

The annual segment open house meetings are being planned for March/April 2017. When the dates and locations are finalized, the information will be shared on the project website under the Schedule tab.

To help motorists navigate this corridor, the 2017 Construction Guide is now complete and available on the project website. It will also be available in print this spring.

The Guide features maps highlighting this year’s construction and identifies alternate routes used during and after the Interstate expansion for congestion and incident management. There are also useful tips for driving in work zones, as well as an overview of the entire project.

While reviewing the Guide on the project website, be sure and register for I-39/90 project email updates. These email updates notify subscribers of work planned for the week ahead and, what if any, lanes of traffic or interchange ramps may be temporarily closed. You can also follow the project on Facebook. It’s a great way to stay informed!

For real-time travel conditions, call 511 or visit www.511wi.gov to see the latest travel times, traffic cameras and more on Wisconsin highways.
Sue Jersild, of Rock Road Companies, Inc. and also a member of the Rock County Stakeholders Advisory Committee, passed away last year. She was a strong supporter of the Transportation Alliance for New Solutions (TrANS), apprenticeship and Disadvantage Business Enterprise (DBE) programs.

Known for commitment to excellence, she was a key member of the planning efforts for the WisDOT Trucking Payroll Training event held in 2014 and, along with her coworkers at Rock Road Companies, received the 2015 Secretary’s Golden Shovel Award. She was posthumously honored as a Hall of Fame Inductee at the 2017 award event.

She was also an integral part of the Rock Road team and firmly believed in developing new talent for the construction industry. Jersild took great joy in seeing new employees graduate from the programs and move into a career in construction. She was also known for her selfless attitude and a strong work ethic and for celebrating the achievements of others.

Julie Harkinson, Labor Compliance Specialist for the WisDOT Southwest Mega Projects Team, highlighted Jersild’s commitment to training and new employee development. “I believe the satisfaction on the faces of successful new employees and graduates of the programs motivated Sue to work even harder,” Harkinson said. “She believed everyone could benefit from learning about the construction industry and how their talents and skill sets could translate into a long-term construction career.”

Jersild was strong advocate for I-39/90 DBE and TrANS Programs

Jersild is survived by her husband Jim and her children and grandchildren. In her free time, she was also a Master Gardener and loved to bake and decorate cakes.
Re:
Public Hearing on the Draft Regional Transportation Plan (RTP) 2050 for the Madison Metropolitan Area

### Staff Comments on Item:
MPO staff has finished a draft of the RTP 2050 report, which is attached. It has been posted on the plan website ([www.MadisonAreaRTP.com](http://www.MadisonAreaRTP.com)) for review and comment. Some of the appendices, including the environmental justice and environmental analyses, still need to be completed and posted. A notice has been sent out to the MPO contact list about the draft plan and upcoming meetings.

Since the last meeting, MPO staff had a conference call with WisDOT Central Office Planning staff to discuss how to reflect the ongoing major corridor studies in the RTP. It was decided to show all four major corridors (Beltline, Interstate, Stoughton Road/USH 51, and USH 51) as studies rather than projects in the plan. MPO staff had proposed to show the USH 51 (Stoughton to McFarland) corridor as a project since a preferred alternative has been identified. However, WisDOT preferred to treat them all the same because there is great uncertainty regarding the timing and order of when these projects might forward towards potential enumeration as Majors program projects and eventual construction given the current state transportation budget situation. The draft Major Projects & Studies map has been revised accordingly.

A final series of public meetings have been scheduled for March 2 (Madison), March 6 (Waunakee), and March 8 (Sun Prairie). A flyer regarding the meetings is attached. Written comments will be accepted until March 22 with anticipated action by the board at its April meeting.

### Materials Presented on Item:
1. [Draft Regional Transportation Plan (RTP) 2050 Report](#)
2. RTP 2050 Meetings Flyer

### Staff Recommendation/Rationale:
For information and discussion purposes only at this time. Action is anticipated at the board’s April meeting.
You are invited to attend our final series of public meetings on the Regional Transportation Plan.

You will have the opportunity to:

» Hear about the facilities and services needs analysis and recommendations in the draft Regional Transportation Plan
» Review maps and information on the existing and recommended future transportation system
» Talk with MPO staff about the draft plan and other plans and planning activities.
» Provide your comments and suggestions.

The draft Regional Transportation Plan identifies transportation investments, strategies, and actions covering all modes that support regional transportation, land use, economic, and environmental goals. The plan will shape our regional transportation system into the future. It provides the policy direction and framework, which is refined through corridor, mode specific, and strategic studies and plans.

The Madison Area Transportation Planning Board (MATPB), as the federally designated Metropolitan Planning Organization (MPO), is the policy body responsible for cooperative regional transportation planning and decision making for the Madison Metropolitan Planning Area. The MATPB provides a forum to build regional agreement on transportation investments that support regional land use, economic, and environmental goals. For more information on the MATPB visit the MPO website at www.MadisonAreaMPO.org.

Written comments on the draft plan will be accepted through Wednesday, March 22, 2017. Comments may be provided via the RTP website or via email/mail to the project contact.

For more information on the Regional Transportation Plan and to review the draft plan, please visit www.MadisonAreaRTP.com.

If you need materials in alternate formats or accommodations to access this meeting, please contact the Department of Planning, Community, & Economic Development at (608) 266-4635, TDD (608) 266-4747. Please let us know at least 48 hours prior to the meeting you plan on attending, so that proper arrangements can be made.

Si necesita un intérprete para las reuniones, por favor, póngase en contacto con nosotros al (608) 266-4635.
Por favor, háganos saber por lo menos 48 horas antes de la reunión a la que planea asistir, para que adopten las medidas apropiadas se puedan hacer.
Los servicios de traducción también están disponibles en nuestro sitio web MadisonAreaRTP.com.
## Re:

Approval of Cooperative Agreement for Continuing Transportation Planning for the Madison, Wisconsin Metropolitan Area Between WisDOT, MATPB, and Metro Transit

## Staff Comments on Item:

Federal rules require that WisDOT, MATPB, and Metro Transit (as the major transit provider) undertake a continuing, comprehensive, and cooperative transportation planning and programming process for the metropolitan planning area in accordance with regional and state goals. The three agencies are required to enter into an agreement identifying the roles and responsibilities of each agency in order to achieve the goals and meet federal requirements. All MPOs have such an agreement.

The current 3-party cooperative agreement was approved in 2008. The revised agreement includes some revisions and additional provisions to address new federal requirements such as transportation system performance management (including setting performance targets), involvement of various stakeholders, maintaining a Title VI program, and preparing an annual listing of obligated transportation projects funded with federal dollars.

## Materials Presented on Item:

1. Revised Cooperative Agreement

## Staff Recommendation/Rationale:

Staff recommends approval.
This Cooperative Agreement is made and entered into between the State of Wisconsin Department of Transportation ("WisDOT"), the Madison Area Transportation Planning Board ("MPO"), and the operator of publicly owned transit services ("Transit Operator"), the City of Madison (For Metro Transit).

RECITALS

WHEREAS, various federal grants and aids are available to WisDOT and/or the MPO, and various state grants and aids are available to the MPO for carrying out metropolitan transportation planning activities; and

WHEREAS, WisDOT is authorized by sec. 85.02, Wis. Stats., to direct, undertake and expend state and federal aids for planning, promotion and protection activities for all transportation modes; and

WHEREAS, the Governor of Wisconsin and local communities within the Madison Metropolitan Planning Area (hereinafter referred to as “Planning Area”), through their authorized representatives, have jointly designated the MPO to carry out metropolitan transportation planning activities for the Planning Area; and

WHEREAS, the Transit Operator provide public transportation services within the Madison Urbanized Area; and

WHEREAS, the Transit Operator is the designated recipient in the Madison Urbanized Area for federal transit aids under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, metropolitan transportation planning activities come under the jurisdiction of the U.S. Department of Transportation, Federal Highway Administration and Federal Transit Administration ("USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C. 134, Section 5303 of the Federal Transit Act, and implementing regulations at 23 C.F.R. 450; and

WHEREAS, the MPO, WisDOT and USDOT in consultation with the appropriate transportation providers enter into an annual Unified Planning Work Program ("Planning Work Program") as detailed in Article III Scope of Work of this agreement; and
WHEREAS, the Planning Area boundaries for purposes of the federal planning provisions have been determined by agreement between the MPO and the Governor:

NOW THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

**Article I: Statement of Purpose**

WisDOT and the MPO, in cooperation with the Transit Operator, shall cooperatively undertake a continuing, cooperative, and comprehensive performance-based multimodal transportation planning and programming process for the Planning Area in accordance with state and regional goals for metropolitan planning, the provisions of 23 USC 134, 49 USC 5303, and 23 CFR 450, and in accordance with the provisions of this Agreement.

**Article II: Overall Responsibilities**

A. The MPO shall be responsible for and shall be the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450 and FTA Circular 4702.1B:

1. Formulating, adopting and periodically reviewing, updating and amending a long-range multimodal transportation plan for the Planning Area, which shall conform to all applicable federal requirements.

2. Formulating and approving a short-range Transportation Improvement Program (TIP) for the Planning Area, which shall cover a period of not less than 4 years and must have 4 years of projects and may include projects outside the Planning Area for information only. The TIP will provide a notice to the public that the public participation process used for its development meets the public participation requirements for the program of projects prepared by the Transit Operator under 49 U.S.C. 5307.

3. Preparing and updating a mid-range (5 year) Transit Development Plan (TDP) in cooperation with the Transit Operator and other providers of public transit services. The TDP shall include, but not be limited to, transit system policies and an assessment of service demands, planned transit service improvements, transit fares, and transit system capital facility needs.

4. Preparing and updating a mid-range (5 year) Coordinated Public Transit – Human Services Transportation Plan (“Coordinated Plan”) for Dane County in cooperation with the Transit Operator and representatives of other public, private, and non-profit transportation and human services providers. The Coordinated Plan shall include, but not be limited to, an assessment of available services and transportation needs, identification of strategies, actions, and projects to address
gaps between services and needs and improve service efficiencies, and identification of priorities for implementation.

5. Coordinating short-range (e.g., TIP), mid-range (5 year) and long-range transit planning and programming with other transportation planning and programming, with cooperation and assistance from the Transit Operator and other transit service providers.

6. Preparing, periodically updating, and implementing a Congestion Management Process (CMP) for the Planning Area, which conforms to applicable federal requirements, in cooperation with WisDOT and local implementing agencies.

7. Providing a forum for cooperative transportation planning and decision-making, and establishing a public participation process that ensures reasonable opportunities for early and continuing involvement of individuals, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool and vanpool programs, shuttles, or telework programs), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of persons with disabilities, and other interested parties in the review and evaluation of all transportation plans and programs, the latter to include special outreach efforts to those traditionally underserved by existing transportation systems.

8. Considering and implementing WisDOT transportation plans and planning guidance to the fullest extent consistent with regional and local goals.

9. Making data, assumptions, criteria, methodology, and analyses available to WisDOT and other participants in a timely manner.

10. Working with WisDOT on the development, maintenance, operation, and application of the Dane County Travel Demand Model in accordance with responsibilities outlined in the Memorandum of Understanding (MOU), dated February 2015, and any future updates to the MOU.

11. Cooperatively establishing all federally required MPO performance targets, sharing performance data, preparing system performance reports in coordination with WisDOT and Transit Operator (based on FHWA and FTA performance measure final rules publications), and collecting data for the state asset management plan per applicable federal regulations.

12. Providing WisDOT with copies of all MPO transportation plans and programs and all resolutions concerning their adoption, endorsement, or amendment.
13. Providing WisDOT with an annual self-certification that the MPO’s transportation planning process conforms to all applicable federal requirements pursuant to 23 CFR 450.


15. Formulating and annually approving the Planning Work Program, which shall identify all transportation-related planning activities to be funded with federal and state financial aids and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by WisDOT.

16. Ensuring the voting membership of the MPO policy body consists of:
   a. Local elected officials;
   b. Officials of public agencies that administer or operate major modes of transportation in the metropolitan area, including representation by providers of public transportation; and
   c. Appropriate State officials; and
   d. That the official described in paragraph b shall have responsibilities, actions, duties, voting rights, and any other authority commensurate with other officials described.

17. Maintaining a current Title VI Program as required by Federal Transit Administration’s Title VI Circular 4702.1B in addition to the following:
   a. Completing an annual report denoting any Title VI investigations, complaints and lawsuits or reporting there had been none within the preceding year;
   b. Reporting Title VI activities annually within the Unified Planning Work Program; and
   c. Updating the Title VI Program with approval by the MPO Policy Board on a three year cycle.

18. Ensuring opportunities for the early and continuing involvement of the MPO, Transit Operator and other public transit service providers, WisDOT, local governmental units, and general public in the review and evaluation of all state transportation plans and programs.

19. Working with WisDOT and Transit Operator in the preparation of a financial plan for the transportation plan and transportation improvement program, including the cooperative development of estimates of transportation system costs and funding revenues to support implementation of the plan and program.

B. **WisDOT** shall be responsible for, and shall be the lead agency in conducting, the following transportation planning and programming activities:

1. Actively participating in MPO planning and programming activities to represent the state’s interests and ensure awareness and consideration of state transportation plans, programs, projects and policies in MPO decision-making.

2. Informing the MPO relative to the availability, or anticipated availability, of federal and state financial aids and technical assistance for metropolitan transportation planning activities; making all metropolitan planning funds authorized by 23 U.S.C. 104(f) and 49 U.S.C. 5305(d) available to the MPOs in accordance with a formula developed by WisDOT, in consultation with the MPOs, and approved by USDOT.

3. Providing information relative to the availability, or anticipated availability, of federal and state financial aids for metropolitan transportation improvements and services that fall under MPO or local programming jurisdiction.

4. Providing information relative to the proposed programming of federal and state financial aids for metropolitan transportation improvements and services, which fall under state jurisdiction.

5. Informing the MPO relative to federal or state statutes, policies, regulations and guidelines, which bear upon metropolitan transportation planning and programming activities and contractual arrangements.

6. Developing statewide strategies and guidance for the preparation and scoping of the metropolitan area transportation system plan, improvement program, and Planning Work Program to address federal and state planning requirements and goals.

7. Coordinating the development of the schedule and procedures for annual submittal and interagency review (including but not limited to FHWA and FTA) and approval of the Planning Work Program.

8. Providing technical support and data and information collected or maintained by WisDOT that is pertinent to the transportation planning work to be performed by the MPO under this Agreement.

9. Working with MPO on the development, maintenance, operation, and application of the Dane County Travel Demand Model in accordance with responsibilities outlined in the Memorandum of Understanding (MOU), dated February 2015, and any future updates to the MOU.
10. Coordinating, reviewing and commenting on MPO’s long-range regional transportation plan, in a timely manner, for use as a guide in statewide planning and programming activities;

11. Approving the MPO TIP on behalf of the Governor.

12. Developing the statewide long-range transportation plan and the State Transportation Improvement Program (STIP) in cooperation with MPO, pursuant to the provisions of 23 U.S.C. 135.

13. Coordinating and reconciling MPO transportation plans and programs with statewide plans and programs as necessary to ensure connectivity within transportation systems, in cooperation with the MPO.

14. Including the metropolitan TIP without change in the STIP, directly or by reference, after approval of the TIP by the MPO and the Governor.

15. Monitoring the MPO's transportation planning process to ensure compatibility with State and USDOT programs and objectives and to certify compliance with applicable Federal requirements.

16. As may be necessary, meeting with policy board members, including local elected officials and officials of major modes or systems of transportation (e.g. transit, major airports, and rail operators) to ensure that the needs and concerns of the State of Wisconsin with respect to transportation planning are being effectively met in the ongoing operations of the MPO.

17. Cooperatively selecting and establishing performance targets, sharing performance data and analysis, supporting monitoring and reporting of system performance in coordination with the MPO and Transit Operator (based on FHWA and FTA performance measure final rules).

18. Ensuring opportunities for the early and continuing involvement of the MPO, Transit Operator and other public transit service providers, WisDOT, local governmental units, and general public in the review and evaluation of all state transportation plans and programs.

19. Working with the MPO and Transit Operator in the preparation of a financial plan for the transportation plan and transportation improvement program, including the cooperative development of estimates of transportation system costs and funding revenues to support implementation of the plan and program.

C. The **Transit Operator** shall be responsible for and shall be the lead agency in conducting the following transportation planning and programming activities:

1. Actively participating in MPO activities to represent public transit interests and ensure awareness and consideration of public transit plans, programs, projects, and policies in MPO decision-making.

2. Coordination of short-range (e.g., TIP), mid-range (5 year) (e.g., Transit Development Plan) and long-range transit planning and programming with other transportation planning and programming, with cooperation and technical assistance from the MPO.

3. Cooperatively selecting and establishing performance targets, sharing performance data and analysis, supporting monitoring and reporting of system performance in coordination with WisDOT and the MPO (based on FHWA and FTA performance measure final rules).

4. Providing information relative to the proposed programming of federal, state and local funds for metropolitan transit system improvements and services that fall under the Transit Operator’s jurisdiction.

5. Preparing and submitting applications for federal public transportation capital assistance grants and state operating assistance grants and administering approved grants.

6. Conducting preliminary engineering and final design studies relating to public transportation capital facilities, including, but not limited to, transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock.

7. Conducting detailed operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures in accord with policies, proposals, and recommendations contained in the Transit Development Plan.


9. Endorsing the MPO long-range regional transportation plan and components of the plan such as the Transit Development Plan in a timely manner, for use as a guide in local transit planning and programming activities.

10. Conducting transit marketing activities, including, but not limited to, the conduct of market surveys, design of user information materials, and the development of transit promotion programs.
11. Conducting transit management activities, including but not limited to, activities related to personnel procedures and training programs, maintenance policies, fare collection and handling procedures, and accounting practices.

12. Collecting data to meet the requirements of 49 U.S.C. 5335 regarding the National Transit Database.

13. Collecting data to meet the requirements of Wisconsin Administrative Code Trans 3 and 4 related to the Urban Mass Transit Operating Assistance Program.

14. As may be necessary, meet with policy board members, including local elected officials and appropriate State officials to ensure that the needs and concerns of transit operators are effectively met in the ongoing operations of the MPO.

15. Ensuring opportunities for the early and continuing involvement of the MPO, Transit Operator and other public transit service providers, WisDOT, local governmental units, and general public in the review and evaluation of all state transportation plans and programs.

16. Working with the MPO and WisDOT in the preparation of a financial plan for the long-range regional transportation plan and transportation improvement program, including the cooperative development of estimates of transportation system costs and funding revenues to support implementation of the plan and program.

17. Working cooperatively with the MPO and WisDOT in the preparation of an annual listing of obligated transportation projects funded under 23 U.S.C. or 49 U.S.C. Chapter 53.

**Article III: Scope of Work**

A. The cooperative metropolitan transportation planning process shall be carried out in accordance with a Planning Work Program approved by the MPO, WisDOT and USDOT, in consultation with appropriate transportation providers, including budget and cost allocation. The Planning Work Program will be reviewed, approved and replaced annually. The original and all approved subsequent Planning Work Programs during the terms of this agreement shall be made part of this agreement, which shall constitute the scope of work to be performed under this Agreement.

B. The Planning Work Program shall set forth a description of the specific metropolitan transportation planning activities and products to be completed each calendar year, the corresponding staff and budgetary requirements, and the allocation of the total costs between the participating agencies. Responsibility for the following planning activities shall be identified in the Planning Work Program, where applicable:
1. Preparing technical and other reports to assure documentation of the development, refinement and reappraisal of the transportation plan; and

2. Conducting detailed corridor or subarea studies to evaluate major transportation investment alternatives and their social, economic and environmental impacts pursuant to 23 CFR 450.

C. Upon adoption of the Planning Work Program by the MPO and approval by WisDOT and by USDOT funding agencies, WisDOT shall authorize the MPO to proceed with the Planning Work Program in writing, and in accordance with the terms and conditions of such approval.

The Planning Work Program may be amended during the course of the year upon written request of the MPO subject to (1) the written concurrence of WisDOT and USDOT funding agencies and (2) the availability of funding, if applicable.

D. The cooperative metropolitan transportation planning process to be conducted under this agreement and governed by the provisions of 23 CFR 450 shall encompass the Metropolitan Planning Area, as determined by agreement between the Governor and MPO.

**Article IV: Organization and Administration**

A. The MPO policy board shall appoint and maintain such policy, citizen and/or technical advisory committees as deemed appropriate to effectively carry out the comprehensive metropolitan transportation planning process under this Agreement. WisDOT and the Transit Operator shall be represented on such policy and technical advisory committees.

B. MPO may enter into such institutional arrangements, service contracts or agency agreements as it deems necessary to carry out the scope of work under this Agreement with the understanding that the MPO shall remain accountable for completion of planning products in accordance with the Planning Work Program. All such contracts, subcontracts, agreements or other written understandings for services shall conform to the appropriate provisions of 2 CFR 200 as supplemented by 23 CFR 420.119 issued by the Federal Highway Administration (FHWA); Federal Transit Administration (FTA) Circular 4220l.E and any changes or revisions thereto; and other applicable guidance the FTA, FHWA or USDOT may issue.

C. When consultants are to be employed in accomplishing work under this Agreement, all parties providing funding or technical support for such work shall have the right to review and advise on basic study methods and procedures and to review and approve subcontracts.

D. Nothing in this Contract shall be deemed as a waiver of WisDOT’s nor the State’s
sovereign immunity consistent with Wisconsin State law.

**Article V: Inspection of Work**

WisDOT and USDOT shall, at all times during the effective period of this Agreement, be accorded proper facilities for inspection of the metropolitan transportation planning work activities and shall, in accordance with Article XI, have access to all data, information, records and documents pertaining to the work under this Agreement.

**Article VI: Work Product**

A. WisDOT, the MPO and the Transit Operator shall give each other and applicable USDOT agencies reasonable opportunity to review and comment on their respective reports produced under this Agreement prior to publication of the final report.

B. All reports and documents published by all parties under this Agreement shall give credit to all other parties and to participating USDOT agencies and include appropriate disclaimer statements regarding representation of USDOT views or policies.

C. WisDOT and USDOT shall each have the royalty-free nonexclusive and irrevocable right to reproduce, publish, distribute, or otherwise use, and to authorize others to use, the work produced under this Agreement for government purposes.

**Article VII: Prohibited Interest**

A. No member, officer or employee of the MPO or any state or local public body during his or her tenure or for one year thereafter may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

B. No member of or delegate to the Congress of the United States of America may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

**Article VIII: Funding and Payment**

A. Funding levels and financial responsibilities for the continuing metropolitan transportation planning process shall be negotiated annually in conjunction with the preparation, review and approval of the Planning Work Program, and shall consider such factors as the availability of federal planning monies and state and local matching funds, statewide allocation formulas developed in cooperation with MPOs, and the relative benefits to participating agencies.
B. Upon adoption of the Planning Work Program by the MPO and approval by WisDOT and by USDOT funding agencies, the Planning Work Program shall be deemed to constitute a part of this Agreement with respect to the scope of work and funding arrangements. Specific terms or conditions governing the financial aspects of the Planning Work Program will be set forth in WisDOT's annual authorization letter.

C. All costs incurred during the progress of the metropolitan transportation planning work activities under this Agreement shall be shared by the MPO and the other participating agencies on the basis of the cost allocation schedule set forth in the approved Planning Work Program.

D. WisDOT's share of program costs, together with any USDOT share, which is administered by WisDOT, will be paid to the MPO following the receipt of a properly executed invoice, and a detailed status of expenditures report per the WisDOT Unified Planning Work Program Handbook.

E. Progress reports containing a narrative and financial account of the work accomplished to date shall be furnished by MPO to WisDOT at no greater than a quarterly interval. These reports shall be due 30 days after the end of the first, second and third quarters, and 60 days after the final quarter.

F. WisDOT may withhold or delay approval of invoices if the MPO fails to submit progress reports or scheduled products in a timely and satisfactory manner. WisDOT shall provide reimbursement to the MPO within 15 business days so as to comply with federal planning requirements for the timely payment for all submitted and approved progress reports, finished products, and invoices.

**Article IX: Cost Principles**

A. Allowable Costs. Actual costs incurred by MPO under this Agreement shall be eligible for reimbursement provided the costs are:

1. Verifiable from the MPO's records;

2. Not included as match funds as prescribed by federal law or regulation for any other federally assisted program;

3. Necessary and reasonable for proper and efficient accomplishment of the approved Planning Work Program;

4. In conformance with the standards for allowable costs set forth in 2 CFR 225 (Office of Management and Budget (OMB) Circular A-87, revised) and with applicable guidelines, regulations, or federal Agreement provisions issued by FHWA or FTA.
5. Not paid by the federal government under another assistance agreement unless authorized to be used as match funds under the other federal agreement and the laws and regulations governing such agreement; and

6. Provided for in the approved Planning Work Program.

7. No contributions where costs are not incurred, such as volunteer services or donated property, may be accepted as the non-federal share.

B. **Indirect Costs.** MPO costs charged on an indirect basis shall be supported by an indirect cost allocation plan and indirect cost rate proposal. Such plans shall be submitted with certification to WisDOT and the host agency’s cognizant federal agency for approval prior to recovering any indirect costs included under this Agreement.

**Article X: Property Utilization and Management**

The MPO shall comply with the property management standards as set forth in 2 CFR 200, Subpart D, Property Standards.

**Article XI: Records and Audits**

A. The MPO shall, for the program of continuing, comprehensive transportation planning and programming activities maintain an accounting system that adequately accounts for all funds provided for, accruing to, or otherwise received from the federal, state and local units of government, or any other quasi-public or private source under this Agreement.

B. All eligible costs, including paid services and expenses contributed by the MPO, shall be charged to the approved Planning Work Program by the MPO and shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All accounting records and other evidence pertaining to the costs incurred by the MPO under this Agreement shall be maintained by the MPO and shall be clearly identified and readily accessible. WisDOT and USDOT shall have authority to audit, review, examine copy and transcribe any pertinent data, information, records or documents relating to this Agreement at any reasonable time. The MPO shall retain all records and documents applicable to this Agreement for a period of not less than three (3) years after final payment is made to WisDOT by the federal funding agencies.

C. The MPO shall have a single, organization-wide financial and compliance audit performed by a qualified, independent auditor if required to do so under federal laws and regulations. (See 2 CFR 200 Subpart F Audit Requirements.). This audit shall be performed in accordance with 2 CFR 200, and state single, organization-wide audit
Article XII: Certification Regarding Lobbying

A. The MPO certifies, by signing this Agreement, to the best of his or her knowledge and belief, that:

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

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

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

C. The MPO also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Article XIII: Effective Date and Duration of Agreement

A. This Agreement shall become effective upon execution by WisDOT, the MPO, and the Transit Operator and shall remain in force until terminated under provisions of Article XIV, or until superseded by a new agreement.

B. This Agreement may be amended from time-to-time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations, departmental orders, or guidelines having the full force and effect of law.

C. This Agreement supersedes any previous cooperative agreement for metropolitan transportation planning.
Article XIV: General Provisions

A. Choice of Law. This Agreement shall be interpreted in accordance with the statutes and laws of the United States of America and the State of Wisconsin.

B. Entire Agreement. This Agreement together with those documents referred to herein contain the entire agreement of the parties and supersedes any and all prior COOPERATIVE AGREEMENT FOR CONTINUING TRANSPORTATION PLANNING agreements and draft agreements, or oral understandings between the parties.

C. The State of Wisconsin may cancel this and any related contract in whole or in part, and without penalty due to nonappropriation of funds or for failure of the MPO and Transit Operator to comply with terms, conditions, and specifications of this contract by notice required in Article XV.

D. Severability. If any provision of this Agreement or the application of this agreement is held invalid, the enforceability of all other provisions shall not be impaired.

Article XV: Termination Of Agreement

WisDOT, the MPO or the Transit Operator may terminate this Agreement by giving sixty (60) days written notice of such termination to the other parties. In the event of termination, the MPO will be entitled to receive just and equitable compensation for any satisfactory work completed under this Agreement to the effective date of such termination.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

MADISON AREA TRANSPORTATION PLANNING BOARD

By ________________________ Date ____________________
Chair, Madison Area Transportation Planning Board – An MPO

STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

By ________________________ Date ____________________
Secretary
CITY OF MADISON FOR TRANSIT OPERATOR (MADISON METRO TRANSIT SYSTEM)

By ___________________________________    Date ____________________
    Mayor, City of Madison

By: ___________________________________    Date ____________________
    Maribeth Witzel-Behl
    City Clerk

    Countersigned:

By: ___________________________________    Date ____________________
    David Schmiedicke
    City Finance Director

    Approved as to Form:

By: ___________________________________    Date ____________________
    Michael May
    City Attorney