



**OZARKS TRANSPORTATION ORGANIZATION
METROPOLITAN PLANNING ORGANIZATION (MPO)
UNIFIED PLANNING WORK PROGRAM**

FISCAL YEAR 2012

(July 1, 2011 – June 30, 2012)

Ozarks Transportation Organization
117 Park Central Square, Suite 107
Springfield, Missouri 65806

APPROVED BY OTO BOARD OF DIRECTORS: April 21, 2011

APPROVED BY ONE DOT:

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Introduction

The Unified Planning Work Program (UPWP) is a description of the proposed activities of the Ozarks Transportation Organization during Fiscal Year 2012 (July 2011 - June 2012). The program is prepared annually and serves as a basis for requesting federal planning funds from the U. S. Department of Transportation. All tasks are to be completed by OTO staff unless otherwise identified.

It also serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document was prepared by staff from the Ozarks Transportation Organization, OTO (Springfield Area Metropolitan Planning Organization, MPO) with assistance from various agencies, including the Missouri Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, City Utilities Transit Department, Missouri State University Transportation Department and members of the OTO Technical Planning Committee consisting of representatives from each of the nine OTO jurisdictions. Federal funding is received through a Federal Transportation Grant from the Federal Highway Administration and the Federal Transit Administration, known as a Consolidated Planning Grant (CPG).

The implementation of this document is a cooperative process of the OTO, Missouri Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, City Utilities Transit Department, Missouri State University Transportation Department and members of the OTO Technical Planning Committee and Board of Directors.

Ozarks Transportation Organization's Public Participation Plan may be found at:

<http://www.ozarkstransportation.org/Documents/PPP12172009.pdf>

The planning factors used as a basis for the creation of the UPWP are:

- Support the economic vitality of the metropolitan area, 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
- Increase the accessibility and mobility of people and freight
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
- 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

Task 010 - OTO General Administration

Conduct daily administrative activities including accounting, payroll, maintenance of equipment, software and personnel needed for federally required regional transportation planning activities.

Work Elements:

- **Financial Management (July to June).** (Estimated Cost \$40,000) Preparation of quarterly progress reports, payment requests, and year end reports to MoDOT. Maintenance of OTO accounts and budget and reporting to Board of Directors. Responsible Agency: OTO
- **FY 2013 Unified Planning Work Program Preparation (January-June).** (Estimated Cost \$7,548)
Responsible Agency: OTO
- **Training (July to June).** (Estimated Cost \$20,000) Training and development of OTO Staff and OTO members through educational programs that are related to OTO work committees. Responsible Agency: OTO

Training could include the following:

- Transportation Research Board (TRB) Conferences
 - Census Bureau Training (New Census & Am. Comm. Survey)
 - ESRI/ArcInfo User's Conference
 - Association for Commuter Transportation Conference
 - Institute for Transportation Engineers Conferences including meetings of the Missouri Valley Section and Ozarks Chapter
 - ITE Web Seminars
 - National American Planning Association Conference
 - Missouri Chapter, American Planning Association Conference and Activities
 - Midwest Transportation Planning Conference
 - Small to Mid-Sized Communities Planning Tools Conference
 - Geographic Information Systems (GIS) Advanced Training (ESRI's ARC Product)
 - Bicycle/Pedestrian Professional Training
 - Provide Other OTO Member Training Sessions, as needed and appropriate
 - Missouri Association of Procurement Professional Training
 - GFOA Institute Training
 - Missouri Public Transit Association Annual Conference
- **General Administration and Contract Management (July-June).** (Estimated Cost \$26,000) Coordinate contract negotiations and Memorandum of Understandings. Responsible Agency: OTO
 - **Electronic Support for OTO Operations (July-June).** (Estimated Cost \$20,000) Maintain and update website. Software upgrades and maintenance contracts. Responsible Agency: OTO
 - **Disadvantaged Business Compliance (July-June).** (Estimated Cost \$2,000) Meet federal and state reporting requirements with regard to DBEs and meet MoDOT established DBE goals. Responsible Agency: OTO
 - **Title VI Compliance (July-June).** (Estimated Cost \$1,000). Accept and process complaint forms and review all projects for Title VI compliance. Meet federal and state reporting requirements. Responsible Agency: OTO

End Product(s) for FY 2012

- Completed quarterly progress reports, payment requests and the end-of-year report provided to MoDOT
- Completion of the 2013 Unified Planning Work Program
- Attendance of OTO Staff and OTO members at the various training programs
- Monthly updates of website
- Financial Reporting to Board of Directors

- Calculate dues and send out statements
- DBE reporting
- Title VI reporting and complaint tracking

Tasks Completed in FY 2011

- Completed quarterly and year end reports to MoDOT (Completed June 2011)
- Completed the FY 2012 UPWP (Completed April 2011)
- Staff attended the following conferences and training (Completed June 2011)
 - Tiger II Webinar
 - Ozarks Chapter ITE Technical Conference and Lunch Seminars
 - Municipal Officers Training
 - Missouri Public Transit Association Conference
 - Association for Commuter Transportation Conference
 - MOVES Air Quality Model Training
 - Health Care Reform Update-Springfield Chamber
 - AMPO National Conference
 - Missouri Chapter American Planning Association Conference
 - Missouri Chamber Transportation Conference
 - Civil Rights Training- MoDOT
 - Transportation Modeling Webinar
 - Transportation Conformity Training
 - National American Planning Association Conference
 - ESRI International users Conference
 - ITE Web Seminars
- Dues calculated and mailed statements for July 2011(Completed February 2011)
- Website maintenance (Completed June 2011)
- Completed DBE reporting (Completed June 2011)

Task 010 – OTO General Administration Funding Sources

Local Match Funds	\$ 23,310	20%
Federal CPG Funds	\$ 93,238	80%
Total Funds	\$116,548	

Task 020 - OTO Committee Support

Support various committees of the OTO and participate in various community committees directly relating to regional transportation planning activities.

Work Elements:

- **OTO Committee Support (July-June)**, (Estimated Cost \$70,500) Conduct and staff all Technical Planning Committee, Bicycle and Pedestrian Advisory Committee, Local Coordinating Board for Transit, and Board of Directors meetings. Respond to individual committee requests. Facilitate and administer any OTO subcommittees formed during the Fiscal Year. Responsible Agency: OTO
- **Community Committee Participation (July-June)**, (Estimated Cost \$10,000) Participate in various community committees directly related to transportation. Responsible Agency: OTO
Committees include:
 - The Springfield Area Chamber of Commerce Transportation Committee
 - The Southwest Missouri Council of Governments Board and Technical Committee
 - Missouri Public Transit Association
 - MoDOT Blueprint for Safety
 - Ozarks Clean Air Alliance and Clean Air Action Plan Committee
 - Ozark Greenways Technical Committee
 - Ozark Greenways Sustainable Transportation Advocacy Resource Team (STAR Team)
 - SeniorLink Transportation Committee
 - Missouri Safe Routes to School Network
 - Ozark Safe Routes to School Committee
 - Local Safe Routes to School
 - Childhood Obesity Action Group and Healthy Living Alliance
 - Other Committees as needed
- **OTO Policy and Administrative Documents (July-June)**, (Estimated Cost \$4,100) Process Amendments to bylaws, policy documents, and administrative staff support consistent with the OTO growth. Conduct an annual review of the OTO Public Participation Plan and make any needed revisions, consistent with federal guidelines. Responsible Agency: OTO
- **Member Attendance at OTO Meetings (July – June)** (In-kind Services \$8,000). OTO member jurisdictions time spent at OTO meetings. Responsible Agencies: OTO and member jurisdictions

End Product(s) for FY 2012

- Conduct meetings, prepare agendas and meeting minutes for OTO Committees and Board.
- Attendance of OTO Staff and OTO members at various community committees
- Revisions to By-Laws, Inter-local Agreements and the Public Participation Plan as needed.

Tasks Completed in FY 2011

- Conducted Technical Committee Meetings, Bicycle and Pedestrian Committee Meetings, UPWP Subcommittee Meetings, Local Coordinating Board for Transit Meetings, and Board of Directors meetings.
- Documented meeting attendance for in-kind reporting
- Staff participated in multiple community committees

Task 020 – OTO Committee Support Funding Sources

Local Match Funds	\$10,520	10.8%
In-kind Services	\$ 8,000	9.2%
Federal CPG Funds	\$74,080	80%
Total Funds	\$92,600	

Task 030 – OTO General Planning and Plan Implementation

This task addresses general planning activities including the update to the OTO Long-Range Transportation Plan (LRTP), approval of the functional classification map, the Congestion Management Process (CMP), the Bicycle and Pedestrian Plan as well as the implementation of related plans, and policies. Currently, the Ozarks Transportation Organization's LRTP and CMP are compliant with the requirements of SAFETEA-LU.

Work Elements:

- **Amendments to the OTO Journey Long-Range Transportation Plan 2030 to 2035 (July- June)** (Estimated Cost \$15,000) Process amendments to the Long Range Plan including Major Thoroughfare Plan. Responsible Agency: OTO
- **OTO Travel Demand Model Runs (July-June)** (Estimated Cost \$10,000) *(Consultant Contract Needed)* Model Runs on an as needed basis. Responsible Agency: OTO
- **Continuation of the Congestion Management Process (July-June)**. (Estimated Cost \$15,000) On-going implementation of selected strategies and coordination of data collection efforts. Responsible Agency: OTO
- **Bicycle and Pedestrian Plan Implementation (July-June)**. (Estimated Cost \$15,000) The Bicycle and Pedestrian Advisory Committee will continue the coordination and monitoring of the implementation of the OTO Area-Wide Bicycle and Pedestrian Plan. Responsible Agency: OTO
- **Geographic Information Systems (GIS) (July-June)**. (Estimated Cost \$25,000) Continue developing the Geographic Information System (GIS) and work on inputting data into the system that will support the Transportation Planning efforts. Responsible Agency: OTO
- **Air Quality Planning (July-June)**. (Estimated Cost \$20,000) Staff serves on the Ozarks Clean Air Alliance along with Springfield Greene-County Health Department, which is implementing the first regional Clean Air Action Plan in hopes to preempt designation as a non-attainment area for ozone. Staff will also coordinate the OTO fleet subcommittee to begin discussions on the use of new technologies and fuels in the OTO area that can improve air quality. Responsible Agency: OTO
- **Demographics and Future Projections (July-June)**. (Estimated Cost \$20,000) Continue to analyze growth and make growth projections for use in transportation decision making by collecting development data and compiling into a demographic report that will be used in travel demand model runs, plan updates and planning assumptions. Responsible Agency: OTO
- **Mapping and Graphics Support for OTO Operations (July-June)** (Estimated Cost \$10,000) Responsible Agency: OTO

End Product(s) for FY 2012

- Amendments to the Long-Range Transportation Plan
- Implementation of Bicycle and Pedestrian Plan
- Model runs as requested
- Continued monitoring of attainment status
- Demographic Report
- Selection of Enhancement and Safe Route to School Projects

Tasks Completed in FY 2011

- Long Range Transportation Plan Update
- Major Thoroughfare Plan amended
- Maintenance of GIS system layers
- Selection of Enhancement and Safe Route to School Projects
- Bicycle and Pedestrian Plan Implementation Status Report
- Staff participation in Statewide Passenger Rail Study Group

Task 030 – General Planning and Plan Implementation Funding Sources

Local Match Funds	\$ 26,000	20%
Federal CPG Funds	\$ 104,000	80%
Total Funds	\$ 130,000	

Task 040 – OTO Transportation Improvement Program

Prepare a four-year program for anticipated transportation improvements and amendments as needed.

Work Elements

- **2012-2015 Transportation Improvement Program (TIP) (July-August)**. (Estimated Cost \$5,000) Complete and Publish the 2012-2015 TIP. Item should be on the July Technical Planning Committee Agenda and the August Board of Directors Agenda. Responsible Agency: OTO
- **2013-2016 Transportation Improvement Program (TIP) (March-June)**. (Estimated Cost \$75,142) Begin Development of the 2013-2016 TIP. Responsible Agency: OTO
 - Conduct the Public Involvement Process for the TIP (March-August).
 - Work with the TIP Subcommittees (June).
 - Complete Draft document
- **TIP Amendments (July-June)**. (Estimated Cost \$8,500) Process all modifications to the FY 2011-2014 and 2012-2013 TIPs including the coordination, advertising, public comment and Board approval and submissions to MoDOT for incorporation in the STIP. Responsible Agency: OTO
- **Annual Listing of Obligated Projects (October-December)** (Estimated Cost \$1,500). Gather obligation information and develop the Annual Listing of Obligated Projects and publish to website. Responsible Agency: OTO
- **TIP Software (June- December)** (Estimated Cost \$25,000) (*Consultant Contract Needed*) Purchase software to make an online searchable database for projects. Responsible Agency: OTO

End Product(s) for FY 2012

- TIP amendments, as needed.
- Adopted FY 2012-2015 Transportation Improvement Program as approved by the OTO Board and ONEDOT
- Draft of the FY 2013-2016 Transportation Improvement Program
- Annual Listing of Obligated Projects
- Online searchable database of TIP projects

Tasks Completed in FY 2011

- Adopted FY 2011-2014 Transportation Improvement Program as approved by the OTO Board and ONEDOT
- Draft of the FY 2012-2015 Transportation Improvement Program
- Amended the FY 2011-2014 TIP numerous times
- Annual Listing of Obligated Projects

Task 040 - Transportation Improvement Program Funding Sources

Local Match Funds	\$ 23,028	20%
Federal CPG Funds	\$ 92,114	80%
Total Funds	\$115,142	

Task 050 – OTO Rideshare and Commuter Choice Program

The Congestion Management Process recommends a revised rideshare program that focuses on employer-based strategies and employer targeting through such national initiatives as Commuter Choice.

Work Elements

- **Ride-Share and Commuter Choice Advertising (July-June)**. (City Utilities (CU) Donated Services \$5,000)
OTO will promote and advertise the Rideshare and Commuter Choice Program through utilizing bus wraps on the City Utilities buses. Responsible Agency: OTO
- **Continued deployment of OzarksCommute.com rideshare/commuter choice program through RIDESHARK (July-June)**.(Estimated Cost \$19,000) *Consultant Contract*. Responsible Agency: OTO
 - Maintain planning database to match riders and drivers in response to requests for shared rides (ongoing). Monthly maintenance of rideshare program (\$750/Month)
 - Develop marketing materials for rideshare program.
 - Data Collection and Analysis of quarterly rideshare status. (ongoing)
- **Continued Employer Promotion of rideshare/commuter choice program (July-June)**. (Estimated Cost \$17,000)
Responsible Agency: OTO
 - Educate employers through working with the Springfield Area Chamber of .
 - Provide on-site education and technical assistance to employers who agree to participate.
 - Conduct on-site transportation fairs to test marketing materials at targeted employers.
 - Serve as transportation ambassadors to employees.
 - Publicizing the rideshare program. Includes bus wraps, banners, and other marketing material for public events. (ongoing)

End Products for FY 2012

- Continued coordination of rideshare requests.
- Use web-based software to track commuter choices.
- Education program for major employers.
- Purchase of marketing materials for use in association with Commuter Choice program.
- Work with targeted major employers to develop Commuter Choice programs.
- Completion of quarterly and annual rideshare program reports.

Tasks Completed in FY 2011

- Continued coordination of rideshare requests.
- Use web-based software to track commuter choices.
- Purchase of marketing materials for use in association with Commuter Choice program.
- Worked with targeted major employers to develop Commuter Choice programs.
- Completion of quarterly and annual rideshare program reports.
- Advertised and promoted ride-match website

Task 050 - Rideshare and Commuter Choice Program Funding Sources

Local Match Funds	\$ 3,200	7.78%
CU Donated Services (Bus Wraps)	\$ 5,000	12.22%
Federal CPG Funds	\$32,800	80 %
Total Funds	\$41,000	

Task 060- OTO and City Utilities Transit Planning

Prepare plans to provide efficient and cost-effective transit service for transit users.

Work Elements

- **Operational Planning (July-June)**. (Estimated Cost \$40,000 (CU \$35,000, OTO \$5,000)) Responsible Agencies: OTO and City Utilities
 - OTO Staff shall support operational planning functions including, surveys and analysis of headway and schedules, and development of proposed changes in transit services.
 - Route Analysis
 - City Utilities Transit grant submittal and tracking.
 - City Utilities and OTO development of information for certification reviews.
 - City Utilities Transit collection and analysis of data required for the National Transit Data Base Report. Occasionally OTO Upon the request of CU, staff provides information toward this report, such as the data from the National Transit Database bus survey.
 - City Utilities Transit and OTO will conduct marketing and customer service programs.
 - CU Transit studies about management, operations, capital requirements and economic feasibility.
 - CU Transit participation in Ozarks Transportation Organization committees and related public hearings.
 - CU Transit collection of data required to implement the requirements of the Americans with Disabilities Act and non-discriminatory practices. (FTA Line Item Code 44.24.00)
 - The Local Coordinating Board for Transit will review the Transit Coordination Plan and make recommendation to the OTO Board of Directors for any necessary amendments.

- **ADA Accessibility (July-June)**. (Estimated Cost \$5,000 (CU \$3,000, OTO \$2,000)) Responsible Agency: OTO and City Utilities
 - OTO Staff to work with City Utilities Transit staff on transportation improvements at bus stops (i.e. bus turnouts).
 - CU Transit retains contract management for ADA projects with OTO staff assistance as requested.
 - OTO Staff and City Utilities Transit staff to work together on efforts to provide curb cuts and sidewalk accessibility at bus stops and shelters around Springfield, on an annual basis. (FTA Line Item Code 44.24.00)

- **Transit Fixed Route Analysis (June-January)** (Estimated Cost \$140,000 (CU \$70,000, OTO \$126,000)) *Consultant Contract Needed*. Analysis of the current fixed route system in order to recommend the most appropriate route structure of the current system as well as system expansion given budget restrictions. This will look at alternatives to the hub and spoke system within the City of Springfield to analyze a possible system modification and the budget ramifications of a modification. This was a recommendation in the Transit Development Plan for City Utilities Transit to consider a change in the route structure it currently uses within the City of Springfield. Responsible Agency: OTO and City Utilities

- **Service Planning (July-June)**. (Estimated Cost \$31,000 (CU \$22,434, OTO \$8,566)) Responsible Agencies: OTO and City Utilities
 - Per the recommendations of the Transit Coordination Plan, use recommended project selection criteria for selection of human service agency transit projects.
 - OTO Staff collection of data from paratransit operations as required.
 - OTO Staffing of the Local Coordinating Board for Transit
 - CU Transit development of route and schedule alternatives to make services more efficient and cost-effective within current hub and spoke system operating within the City of Springfield. (FTA Line Item Code 44.23.01)
 - OTO Staff and City Utilities Transit participation in special transit studies.
 - As part of the TIP process, a competitive selection process will be conducted for selection of 5307, 5310, 5316 (JARC), 5317 (New Freedom) projects.

- **Financial Planning (July-June)**. (Estimated Cost \$22,000 (CU \$22,000)) Responsible Agency: City Utilities
 - CU Transit analysis of transit system performance by adopted policies to achieve effective utilization of available resources.
 - CU Transit preparation of long and short-range financial and capital plans.

- CU Transit will identify possible cost-saving techniques and opportunities.
- CU Transit, with potential assistance from OTO Staff, will identify potential revenue from non-federal sources to meet future operating deficit and capital costs. (FTA Line Item Code 44.26.84)
- **Competitive Contract Planning (July-June).** (Estimated Cost \$9,207 (CU \$8,207, OTO \$500)) Responsible Agencies: OTO, City Utilities and Missouri State University
 - CU Transit will study opportunities for transit cost reduction through the use of third-party and private sector providers.
 - Missouri State University will continue to monitor costs of their third-party private sector transit contractor.
 - CU Transit and OTO Staff will study potential coordination of private sector transportation with the existing and potential public sector providers to minimize unserved populace.
 - OTO Staff to maintain a list of operators developed in the transit coordination plan for use by City Utilities (CU) and other transit providers in the development of transit plans.
 - OTO Staff to cooperate with MSU, CU, and their consultants in the evaluation of existing services.
- **Safety, Security and Drug and Alcohol Control Planning (July-June).** (Estimated Cost \$20,000 (CU \$18,000, OTO \$2,000)) Responsible Agencies: OTO, City Utilities and Missouri State University
 - CU and Missouri State University have adopted policies of drug-free awareness programs to inform their employees on the dangers of drug abuse. (FTA Line Item Code 44.26.82) Funding is intended to assist in the development of a drug and alcohol awareness program in an effort to provide a drug and alcohol-free working environment for the employees at CU, and MSU transit. In particular, special studies addressing critical transportation and related drug and alcohol issues may need to be completed.
 - The OTO, CU and MSU will review existing plans and procedures for maintaining security on existing transit facilities and take steps to mitigate any identified shortcomings.
- **Transit Coordination Plan Update (February-June).** (Estimated Cost \$10,000 (CU \$5,000, OTO \$5,000) Responsible Agencies: OTO, City Utilities and Human Services Transit Providers. Update of the existing Transit Coordination Plan including examination and possible update of the competitive selection process.

End Products for FY 2012

- Transit agency coordination (OTO Staff)
- Project rankings and allocations in the 2013-2016 TIP related to transit, and various new ADA accessible bus shelters and stops. (OTO staff)
- Special Studies. (OTO Staff, CU, and possible consultant services as necessary)
- On Board Bus Surveys (OTO Staff, CU)
- Quarterly reporting to National Transit Database (CU)
- Transit Coordination Plan
- Transit Route Analysis

Tasks Completed in FY 2011

- Project rankings and allocations in the 2012-2015 TIP related to transit, and various new ADA accessible bus shelters and stops
- On-Board bus surveys
- Quarterly reporting to National Transit Database

Task 060 Transit Planning Funding Sources

Local Match Funds	\$ 18,713	6.75%
CU Match Funds	\$ 36,728	13.25%
Total Local Funds	\$ 55,441	20%
Federal CPG Funds	\$ 130,853	47.20%
FTA 5307 Funds	\$ 90,913	32.80%
Total Federal Funds	\$221,766	80%
Total Task 060 Funds	\$277,207	

Task 070 – OTO and MoDOT Special Studies and Projects

Conduct special transportation studies as requested by the OTO Board of Directors, subject to funding availability. Priority for these studies shall be given to those projects that address recommendations and implementation strategies from the Long-Range Transportation Plan.

Work Elements (July-June)

- **MoDOT Transportation Studies and Data Collection (Direct Cost Services \$15,977)** Responsible Agency: MoDOT (District 8 staff). OTO would work with MoDOT to conduct a Traffic Count Program to provide hourly and daily volumes for use in the Congestion Management Process, Long Range Transportation Plan and Travel Demand Model. Transportation Studies would be conducted to provide accident data for use in the Congestion Management Process. Speed Studies would be conducted to analyze signal progression to meet requirements of Congestion Management Process. Miscellaneous studies to analyze congestion along essential corridors would also be a billable activity under this task.

Source of Eligible MoDOT Match

MoDOT Position	Yearly Salary	Yearly Fringe	Yearly Total	Yearly % Time	OTO Eligible
Senior Traffic Studies Specialist	\$52,500	\$26,394	\$78,894	7.00%	\$5,523
Intermediate Traffic Studies Specialist	\$49,600	\$22,003	\$71,603	14.60%	\$10,454
					\$15,977

Continued Coordination with entities that are implementing Intelligent Transportation Systems. (July-June) (Estimated Cost \$11,908) Coordination with the Traffic Management Center in Springfield and with City Utilities transit as needed. Responsible Agency: OTO

Studies of Parking, Land Use, and Traffic Circulation. (July-June) (Estimated Cost \$20,000) Studies that are requested by member jurisdictions to look at traffic, parking or land use. Responsible Agency: OTO

Other Special Studies in accordance with the Adopted Long-Range Transportation Plan. (July-June) (Estimated Cost \$12,000) Studies relating to projects in the Long Range Transportation Plan. Responsible Agency: OTO

Travel Time Runs and Traffic Counts (February-April) (Estimated Cost \$20,000). Data collection efforts to support the OTO planning products, signal timing and transportation decision making. *(Consultant Contract Needed)* Responsible Agency: OTO

End Products for FY 2012

- Preparation of special requests, such as:
 - Memos
 - Public information requests
 - Parking & land use circulation studies
 - Other projects as needed, subject to OTO Staff availability and expertise.
 - Annual traffic counts within the OTO area for MoDOT roadways
 - Annual crash data
 - Speed Studies
 - ITS Coordination

Tasks Completed in FY 2011

- Traffic counts within the OTO area for MoDOT roadways
- Crash Data
- Speed Studies
- ITS Coordination

Task 070- *Special Studies and Related Projects* Funding Sources

Local Match Funds	0%
MoDOT Direct Costs	\$15,977 20%
Federal CPG Funds	\$63,908 80%
Total Funds	\$79,885

\$63,908 Actual Costs

\$15,977 Value of MoDOT D8 “direct cost” metropolitan planning activity

\$79,855 Total Value Project (Special studies & projects)

.80 Federal prorate share

\$63,908 Federal CPG funds (100% Federal funding of OTO’s actual cost Task 070 studies)

Financial Expenditure Summary

		LOCAL			FEDERAL				
			<u>MoDOT</u>						
		<u>OTO</u>	<u>CU</u>	<u>Direct</u>	<u>In Kind</u>	<u>CPG</u>	<u>5307</u>	<u>TOTAL</u>	<u>%</u>
				<u>Costs</u>	<u>Services</u>				
Task	10	\$23,310				\$93,238		\$116,548	13.67%
Task	20	\$10,520			\$8,000	\$74,080		\$92,600	10.86%
Task	30	\$26,000				\$104,000		\$130,000	15.25%
Task	40	\$23,028				\$92,114		\$115,142	13.51%
Task	50	\$3,200			\$5,000	\$32,800		\$41,000	4.81%
Task	60	\$18,713	\$36,728			\$130,853	\$90,913	\$277,207	32.52%
Task	70			\$15,977		\$63,908		\$79,885	9.38%
TOTAL		\$104,771	\$36,728	\$15,977	\$13,000	\$590,993	\$90,913	\$852,382	100%

Remaining CPG Funds Balance available from Prior Years UPWP* \$ 1,067,636.15

FY 2012 Estimated CPG Funds allocation** \$ 472,378.00

TOTAL Estimated CPG Funds Available for FY 2012 UPWP \$ 1,540,014.15

TOTAL CPG Funds Programmed for FY 2012 \$ 590,993.00

Remaining Unprogrammed Balance \$ 949,021.15

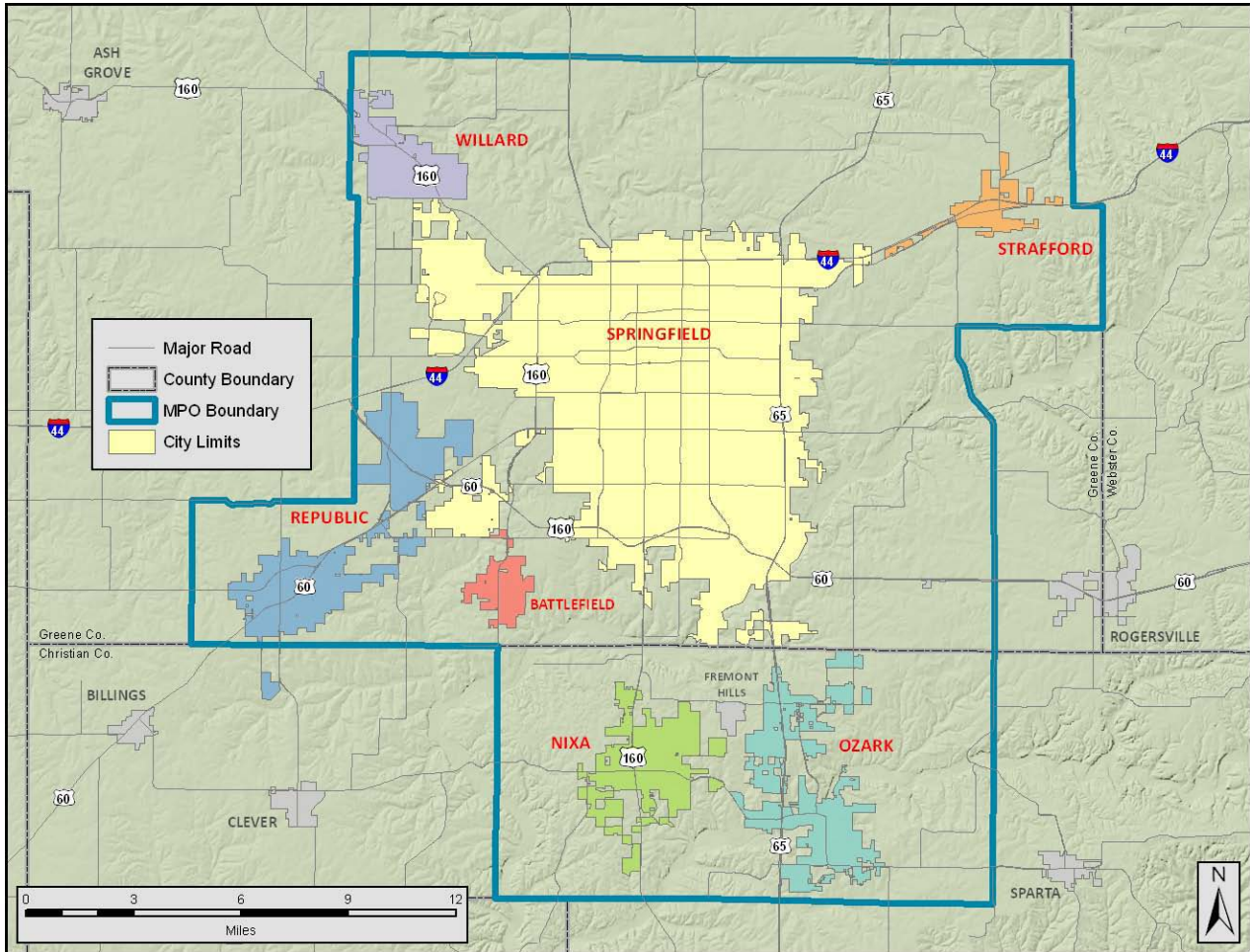
*Previously allocated but unspent CPG Funds

**The TOTAL Estimated CPG Funds Available for FY 2012 UPWP is an estimated figure based on an estimate for the FY 2010 allocation.

It is expected that additional funds will be added to the Remaining Unprogrammed Balance resulting from FY 2011 budget savings.

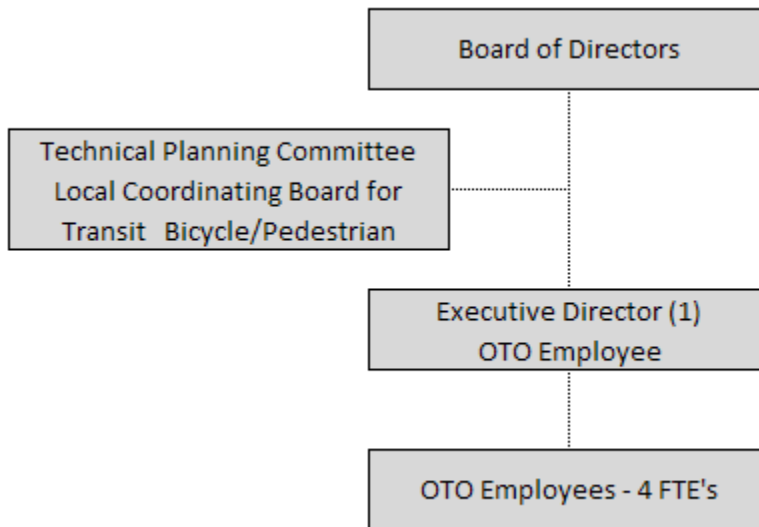
OTO is electing not to utilize the entire balance of available CPG funding at this time. It is anticipated that in future years there will be a need to utilize funding beyond the current years allocation to fund a new Travel Demand Model.

OZARKS TRANSPORTATION ORGANIZATION BOUNDARY MAP



Ozarks Transportation Organization

Organization Chart



Board and Committee membership composition may be found at:
<http://www.ozarkstransportation.org/Documents/OTObY-Laws10162008.pdf>

APPENDIX A

FY 2012 Budget
July 1, 2011- June 30, 2012

Estimated Expenditures

OTO Budget utilizing Consolidated Planning Grant Funds

<u>Cost Category</u>	<u>Budgeted Amount</u>
Salaries & Fringe	\$ 351,012.87
Spfld Contract for Staff and Services	\$ -
TIP Software	\$ 25,000.00
Rideshare Software/ Materials	\$ 20,000.00
Publications	\$ 1,000.00
Office Supplies/Furniture	\$ 10,500.00
Mapping	\$ -
Training	\$ 5,800.00
Travel	\$ 14,501.00
Dues	\$ 4,200.00
Postage	\$ 4,000.00
Telephone/Internet	\$ 4,500.00
Advertising	\$ 5,380.00
Printing	\$ 21,000.00
Food	\$ 4,000.00
Computer Upgrades	\$ 4,000.00
Software	\$ 2,000.00
GIS Licenses	\$ 6,000.00
Rent	\$ 14,000.00
Mileage	\$ 2,000.00
Copy Machine Lease	\$ 3,750.00
Parking	\$ 500.00
Aerial Photos	\$ -
Travel Model Consultant	\$ 10,000.00
Liability Insurance	\$ 1,100.00
Legal Fees	\$ 4,000.00
Payroll Services	\$ 2,500.00
Audit	\$ 4,750.00
Infill Costs	\$ -
Accounting Services	\$ 6,000.00
Equipment Repair	\$ 500.00
Workers Comp	\$ 1,400.00
Web Hosting	\$ 550.00
Data Storage/ Backup	\$ 2,000.00
IT Maintenance Contract	\$ 10,000.00
Mobile Data Plans	\$ 1,620.00
Fixed Route Transit Analysis	\$ 140,000.00
Board of Directors Insurance	\$ 2,200.00
Travel Time Runs and Traffic Counts	\$ 20,000.00
Statewide Passenger Rail Study (OTO portion)	\$ -
Total OTO Expenditures	\$ 709,763.87
In-Kind Match, Direct Cost, Donated	
Member Attendance at Meetings	\$ 8,000.00
Direct Cost - MoDOT Salaries	\$ 15,977.00
Donated Ride Share Advertising	\$ 5,000.00
TOTAL OTO Budget	\$ 738,740.87
CU Transit Salaries*	\$ 113,641.00
TOTAL EXPENDITURES	\$ 852,381.87

Notes * Cost includes federal and required 20% matching funds.

Estimated Revenues

	FY 2012
<i>Ozarks Transportation Organization</i>	
Consolidated FHWA/FTA PL Funds**	\$ 590,992.70
Local Jurisdiction Match Funds	\$ 104,771.17
In-Kind Match, Direct Cost, Donated	\$ 28,977.00
City Utilities Match Funds	\$ 14,000.00
Total OTO Revenue	<u>\$ 738,740.87</u>
<i>City Utilities Transit Planning</i>	
FTA 5307	\$ 90,912.80
City Utilities Local Match	\$ 22,728.20
Total CU Revenue	<u>\$ 113,641.00</u>
TOTAL REVENUE	\$ 852,381.87

Notes * Cost includes federal and required 20% matching funds.

*** In the event that In-Kind Match/Direct Cost/Donated is not available, local jurisdictions match funds will be utilized

Anticipated Consultant Useage

TIP Software	\$ 25,000.00
Rideshare Software/ Materials	\$ 20,000.00
Travel Model Consultant	\$ 10,000.00
Audit	\$ 4,750.00
Accounting Services	\$ 6,000.00
Data Storage/ Backup	\$ 2,000.00
IT Maintenance Contract	\$ 10,000.00
Fixed Route Transit Analysis	\$ 140,000.00
Travel Time Runs and Traffic Counts	\$ 20,000.00
TOTAL	\$ 237,750.00