

**KEVIN BROOKS, CHAIRMAN**

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MPO Coordinator Greg Thomas, AICP

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Technical Coordinating Committee

WEDNESDAY, MARCH 6, 2019, 10:00 O'CLOCK AM, 2nd FLOOR CITY COUNCIL MEETING ROOM, MUNICIPAL BUILDING, 190 CHURCH STREET NE, CLEVELAND, TN

AGENDA

- 1. Call TCC meeting to order**
- 2. Approval of meeting minutes— January 9, 2019** p.3
- 3. New Business**
 - A. Evaluate changes needed to the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) for Performance Measure PM 2 (infrastructure condition) and Performance Measure PM 3 (congestion reduction, system reliability, freight movement, economic vitality)** p.8
 - B. Receive project ideas from MPO member jurisdictions and transit provider for consideration in 2020-2023 Transportation Improvement Program (TIP)** p. 21
 - C. Receive transportation planning study input from MPO member jurisdictions and transit provider for consideration in development of new Unified Planning Work Program (UPWP)** p. 23
 - D. Consideration of transportation planning agreement between TDOT, the transit provider, and the MPO** p. 26
- 4. Old Business---none**
- 5. Comments by federal, state, local agencies**
- 6. MPO Coordinator/staff comments**
- 7. Public comments**

8. Next regular TCC meeting date is Wednesday, May 1, 2019 at 10 a.m.

9. Adjourn



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Cleveland Urban Area MPO Technical Coordinating Committee

WEDNESDAY, January 9, 2019, 10:00 O'CLOCK AM, 2nd FLOOR CITY COUNCIL MEETING ROOM, MUNICIPAL BUILDING, 190 CHURCH STREET NE, CLEVELAND, TN

TCC Minutes

1. TCC meeting called to order- 10:00 am

City of Cleveland Public Works Director, Tommy Myers called the meeting to order, asked everyone to sign in and called the roll. Those in attendance were; Tommy Myers- City of Cleveland, Greg Thomas- City of Cleveland/MPO, Christi Long- City of Cleveland, Tad Bacon- Cleveland Utilities, Andrea Noel- TDOT, Mary Lynn Brown- SETHRA, Brian Beck- City of Cleveland, Jonathan Jobe- City of Cleveland, Bently Thomas- Bradley County, Stacy Morrison- TDOT, Ted Smith- SETHRA, Kwabena Aboagye (KB), TDOT, David Sheely- City of Cleveland, Sara Elmore- TDOT, Brian Moran- City of Cleveland and Tim Siniard- Cleveland Daily Banner

2. Approval of meeting minutes— November 7, 2018

Tommy Myers asked for approval of the minutes from November 7, 2018. Brian Beck made the motion and was seconded by Tad Bacon. Motion was approved unanimously.

3. New Business

- A. Recommendation to MPO concerning adoption of proposed amendment to the 2040 RTP moving Project #83 Interchange Improvement at I-75 Exit 33 to 2016-2025 Planning Horizon and moving Project #101A Widening I-75 from Exit 33 to McMinn County Line into the 2026-2040 Planning Horizon**

MPO Greg Thomas explained the following; IMPROVE Act, various road projects were slated for completion by TDOT in Bradley County and throughout Tennessee. One of these was the widening project of I-75 from Exit 33 to near the McMinn County line which was added to the 2016-2025 Horizon as RTP Project #101A in the 2040 RTP in September 2017. After preliminary design work was begun on TDOT PIN #124013, TDOT determined that interchange improvements at Exit 33 would better meet the needs in this area for the foreseeable future. The work undertaken by TDOT in PIN# 124013 is going in a direction that doesn't match the project description in the interstate widening RTP Project #101A. A much better match would be RTP Project #83, an Exit 33 interchange improvements project, but it is in the 2016-2040 Horizon and not meeting the near-term need. Because of the change in planned TDOT work near Exit 33, The MPO Greg Thomas and staff has worked closely with TDOT and is proposing that these amendments be recommended to the MPO to be released for review and comment and considered for adoption after a public hearing at the January 9, 2019 meeting.

Bently Thomas made the motion to recommend that the MPO release this amendment for public review and comments and was seconded by Brian Beck. Motion was approved unanimously.

B. Recommendation to MPO concerning adoption of proposed amendment 2018-02 to the 2017-2020 TIP to modify TIP Project #2017-09 from a widening project on I-75 from Exit 33 to the McMinn County line to an Interchange Improvements Project for Exit 33.

MPO Greg Thomas explained TIP Project 2017-09 was added to the 2017-2020 TIP last year as a widening of I-75 from Exit 33 to near the McMinn County line (also added to the 2016-2025 Horizon as RTP Project #101A in the 2040 RTP). After preliminary design work was begun on this project identified as TDOT PIN#124013, TDOT determined that interchange improvements at Exit 33, mostly ramp extensions, would better meet the current needs in this area than an interstate widening. TDOT's intention is to modify the description of TIP Project 2017-09 to an interchange improvement project and associate it with 2040 RTP Project #83 for interchange improvements at Exit 33 (RTP Project #83 is proposed to be moved to the 2016-2025 horizon in the 2040 RTP). The merge and diverge segments of the ramp terminals will be extended to approximately twice their current length.

MPO Greg Thomas proposed to the TCC Board to recommend to the MPO release this for public review and comments.

Corey Divel made the motion to recommend that the MPO release this TIP amendment for public review and comments and was seconded by Bently Thomas. Motion was approved unanimously.

C. Recommendation to MPO concerning adoption of proposed TIP amendment 2018-03 to the 2017-2020 TIP RTP to add funds to TIP Project #06001, TDOT PIN# 101430.01 SR-60 Georgetown Road widening from near West Lake Drive to Near SR-306.

MPO Greg Thomas explained to the TCC Board that TIP Project 6001 widens SR-60 Georgetown Road to five lanes from near Westlake Drive to near SR-306. The project is presently in the right of way phase and this TIP amendment is just adding more money that is needed for the construction phase to FY2019. He ask the TCC Board to recommend this TIP amendment to the MPO.

Brian Beck made the motion to recommend to the MPO to release this for public comment and was seconded by Tad Bacon. Motion was approved unanimously.

D. Schedule for development of the TIP and call for projects

MPO Greg Thomas informed the TCC of the schedule from TDOT for the development of the TIP. MPO staff are calling upon all member jurisdictions (Cleveland, Bradley County, McMinn County, Charleston and Calhoun) and SETHRA/CUATS as the transit provider to submit projects for inclusion in the TIP. He said to keep up with the schedule for TIP development, the goal is to receive an initial list of projects proposals by the next TCC/MPO meeting on March 6, 2019 to allow time to work on a cost constrained project list developed around local priorities.

E. New UPWP Development (Informational Only)

MPO Greg Thomas informed the TCC that TDOT advised him the target date for the development of the new Unified Planning Work Program (UPWP) is March 1, 2019 and the next TCC/MPO meeting is March 6, 2019. It is expected that that the UPWP will receive increased attention at the State and Federal level and it will figure prominently in the planning agreement that is now being drafted by TDOT (Cleveland MPO and other MPOs respond to an initial draft which is being revised now).

Community Transportation Planner Sara Elmore with TDOT Region 2 has suggested the following for 2020-2022 UPWP:

- Using Three C Process and engaging with Transit Partner (and other partners) in development of UPWP.
- Maybe doing a "Call for Studies" of sorts and allowing your member jurisdictions to let you know what they plan to work on in the coming years that may require your involvement.
- Inclusion of TDOT planning efforts regarding that will also require your involvement; Corridor Studies (I-75), Statewide Long-Range Planning, Freight Plan and Freight Advisory Committee, and Corridor Management Agreements.

F. PM1 Safety Performance Measure Targets

MPO Greg Thomas advised the TCC of the revised PM1 Safety Targets. He told the Board these needed to be adopted at this meeting since there wasn't another meeting until after the February 27, 2019 deadline.

MPO Greg Thomas made the motion to adopt the revised PM1 Safety Performance Measures and was seconded by Tad Bacon. Motion was approved unanimously.

4. Old Business- None

5. Comments by Federal, State & Local Agencies- None

6. MPO Coordinator/ Staff Comments-

MPO Greg Thomas informed the TCC of the 2019 INFRA Grant opportunity. He went on to explain the US Department of Transportation, in a Notice of Funding Opportunities (NOFO) published in the Federal Register on December 21, 2018, announcing that it has begun soliciting applications for the FY 19 Infrastructure for Rebuilding America (INFRA) discretionary program. The INFRA grants are provided on a competitive basis for highway and freight projects of national and regional significance. He said the following projects are eligible for the INFRA grant:

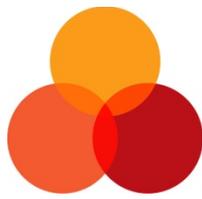
- Highway freight projects carried out of the National Highway Freight Network
- Highway or bridge projects carried out on the National Highway System (NHS)
- Railway-highway grade crossing or grade separation projects

MPO Greg Thomas added the feasibility of submitting a successful INFRA grant application in the FY 19 cycle is doubtful. The application deadline is March 4, 2019. The USDOT are also looking for projects that can go to construction in a very short time frame.

7. Public Comments- None

8. Next Regular Meeting: Wednesday, March 6, 2019 at 10 am

9. Adjourned Meeting at 10:38 am



MEMORANDUM

TO: MPO and TCC members

FROM: Greg Thomas, AICP, MPO Coordinator

DATE: March 5, 2019

SUBJECT: TIP and RTP changes for PMs

The MPO previously made changes to the 2040 RTP and the 2017-2020 TIP to incorporate performance measure language. The timelines for the PM1 Safety performance measure was met but there still are some changes need to support the PM2 infrastructure condition and PM3 system performance (the MPO has agreed to support the TDOT targets for PM2 and PM3).

Proposed addenda to the TIP and RTP to incorporate changes for PM2 and PM 3 follow this memo. These documents described the performance measures, the adopted targets, and the types of projects that the MPO could pursue to support the target. Projects in the current RTP and TIP that support the targets are also noted. These addenda are being shared for the MPO Executive Board and TCC to be aware of them and offer any comments that you may have but these can be handled administratively since no formal amendment to the RTP or TIP is required.

Addendum #3 to the 2040 Regional Transportation Plan for the Cleveland Urbanized Area Metropolitan Planning Organization (MPO)

Purpose

This addendum to the 2040 Regional Transportation Plan (RTP) describes how the MPO is meeting federal requirements to use a performance-based framework for regional transportation planning and programming.

Performance-Based Planning Framework

Requirements for a performance-based framework were first introduced into federal legislation with the enactment of the 2012 surface transportation funding authorization bill called Moving Ahead for Progress in the 21st Century (MAP-21). The current bill, Fixing America's Surface Transportation Act (the FAST Act) continues that approach. It directs that state and MPO transportation decisions should support the following National Goals established by Congress:

National Goal	Description
SAFETY	To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
INFRASTRUCTURE CONDITION	To maintain the highway infrastructure asset system in a state of good repair
CONGESTION REDUCTION	To achieve a significant reduction in congestion on the National Highway System (NHS)
SYSTEM RELIABILITY	To improve the efficiency of the surface transportation system
FREIGHT MOVEMENT AND ECONOMIC VITALITY	To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
ENVIRONMENTAL SUSTAINABILITY	To enhance the performance of the transportation system while protecting and enhancing the natural environment
REDUCED PROJECT DELIVERY DELAYS	To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Cleveland MPO region has previously incorporated some performance measures in the development of its RTP. For example, the regional travel demand model is used to estimate the future roadway level of service, vehicle-miles traveled, and vehicle-hours of delay that would be expected if nothing is done, and under various improvement scenarios. Projected system performance is used to help select the preferred scenario and projects.

Required Performance Measures

To implement the new federal requirements, the MPO and TDOT will now monitor and report performance on several measures established by USDOT that correspond to the National Goals. Both the MPO's and TDOT's transportation decision-making process will be guided by the level of progress being made toward the numeric targets set for system performance. Below are the official measures established by the Federal Highway Administration (FHWA) to track progress toward the National Goals for the surface transportation system, and their category in the USDOT rulemaking process:

National Goal	Performance Measures
SAFETY (PM 1)	<ul style="list-style-type: none"> • Number of fatalities • Fatality rate per 100 million vehicle-miles traveled • Number of serious injuries • Serious injury rate per 100 million vehicle-miles traveled • Number of non-motorized fatalities and serious injuries
INFRASTRUCTURE CONDITION (PM 2)	<p>PAVEMENT CONDITION</p> <ul style="list-style-type: none"> • Percentage of pavement on the Interstate system in good condition • Percentage of pavement on the Interstate system in poor condition • Percentage of pavement on the non-Interstate NHS in good condition • Percentage of pavement on the non-Interstate NHS in poor condition <p>BRIDGE CONDITION</p> <ul style="list-style-type: none"> • Percentage of NHS bridges classified in good condition • Percentage of NHS bridges classified in poor condition
CONGESTION REDUCTION (PM 3)	<ul style="list-style-type: none"> • Annual hours of peak hour excessive delay per capita • Percent of non-single-occupant vehicle travel • Total emissions reductions
SYSTEM RELIABILITY (PM 3)	<ul style="list-style-type: none"> • Percentage of person-miles traveled on the Interstate system that are reliable • Percentage of person-miles traveled on the non-Interstate NHS that are reliable
FREIGHT MOVEMENT & ECON. VITALITY (PM 3)	<ul style="list-style-type: none"> • Truck Travel Time Reliability Index

The Federal Transit Administration has also established performance measures, as shown below, to track progress toward the national goal of maintaining a state of good repair for public transit systems. Operators of public transit systems must set targets for these measures in coordination with the MPO and state DOT so that their transportation decisionmaking processes can incorporate these considerations. Targets for transit infrastructure condition are set as part of an agency transit asset management (TAM) plan, while transit safety targets for small providers (less than 100 vehicles in peak revenue service) may be set through a state-level safety plan.

National Goal	Transit Performance Measures
SAFETY	<ul style="list-style-type: none"> • Number of reportable fatalities • Fatality rate per total vehicle-revenue miles by mode • Number of reportable injuries • Injury rate per total vehicle-revenue miles by mode • Reportable safety events • Rate of safety events per total vehicle-revenue miles by mode • Average revenue-miles between major mechanical failures, by mode
INFRASTRUCTURE CONDITION	<ul style="list-style-type: none"> • Percentage of vehicles that have met or exceeded their useful life benchmark (ULB) • Percentage of revenue vehicles within a particular asset class that have met or exceeded their ULB • Percentage of track segments with performance restrictions • Percentage of facilities within an asset class rated below 3.0 on the FTA Transit Economic Requirements Model scale.

Infrastructure Condition Performance Targets (PM 2)

The final rule on infrastructure condition performance measures target setting was the second of a series of rules related to target setting, effective May 20, 2017. This rule requires State DOTs and MPOs to assess the aforementioned pavement and bridge condition measures on the designated National Highway System (NHS) to carry out the National Highway Performance Program (NHPP).

Pavement condition is calculated in accordance with the Highway Performance Monitoring System (HPMS) Field Manual and based on three condition ratings of good, fair, and poor. Bridge condition is based on deck area and calculated using National Bridge Inventory (NBI) data with the classification based on NBI ratings for deck, superstructure, substructure, and culvert.

MPOs may establish targets by either (1) agreeing to plan and program projects so they contribute toward the accomplishment of the overall statewide targets or (2) committing to quantifiable targets specific to the metropolitan planning area. On September 12, 2018, the Cleveland MPO's Executive Board voted to support TDOT's four-year pavement and bridge condition statewide targets. By doing so, the MPO agreed to plan and program projects in its RTP and Transportation Improvement Program (TIP) that contribute toward meeting these targets. TDOT's statewide targets, along with historical information, are provided below.

Pavement and Bridge Condition Performance Measure	TDOT Baseline	TDOT Targets	
	2015-2017 (2018 for bridge data)	2-Year (2020)	4-Year (2022)
Percent of NHS Bridges by Deck Area in Good Condition	39.5%	36.0%	36.0%
Percent of NHS Bridges by Deck Area in Poor Condition	4.9%	6.0%	6.0%
Percent Interstate Pavement in Good Condition	75.6%	N/A	60.0%
Percent Interstate Pavement in Poor Condition	0.14%	N/A	1.0%
Percent Non-Interstate NHS Pavement in Good Condition	44.8%	42.0%	40.0%
Percent Non-Interstate NHS Pavement in Poor Condition	3.2%	4.0%	4.0%

System Reliability Performance Targets (PM 3)

The final rule on system performance target setting was the third of a series of rules related to target setting, effective May 20, 2017. This rule requires State DOTs and MPOs to assess the aforementioned system reliability and freight measures on the designated National Highway System (NHS) to carry out the National Highway Performance Program (NHPP). PM 3 measures related to congestion reduction are required for MPOs that contain all or part of an area designated as nonattainment or maintenance for ozone, carbon monoxide, or particulate matter. The Cleveland MPO is not required to establish targets for measures related to congestion reduction.

Travel time reliability is defined as a single number describing the predictability of travel times on a roadway. Lower numbers show less predictable travel times, with higher numbers being more favorable for trip planning. Freight movement is assessed using the truck travel time reliability (TTTR) index. It is calculated by dividing the time it takes 95 percent of trucks to travel a given segment by the average expected time for each segment, using approved data from the National Performance Management Research Data Set (NPMRDS) or equivalent.

Like infrastructure condition requirements, MPOs may establish targets by either (1) agreeing to plan and program projects so they contribute toward the accomplishment of the overall statewide targets or (2) committing to quantifiable targets specific to the metropolitan planning area. On September 12, 2018, the Cleveland MPO's Executive Board also voted to support TDOT's four-year system reliability and freight movement statewide targets. By doing so, the MPO agreed to plan and program projects in its RTP and Transportation Improvement Program (TIP) that contribute toward meeting these targets. These targets, along with historical information, are provided below.

System Performance Measure	TDOT Baseline	TDOT Targets	
	2017	2-Year	4-Year
Interstate Reliability	87.7%	85.3%	83.0%
Non-Interstate NHS Reliability	89.7%	N/A	87.75%
Freight Reliability	1.35	1.35	1.33

Implementing Infrastructure Condition Targets Through the RTP

As required, this addendum to the RTP describes how the implementation of the plan is anticipated to help meet the targets described above.

The 2040 RTP includes a series of goals oriented toward key issues identified through the analysis of transportation system needs, public and stakeholder input, and other activities. Each of the transportation investments recommended in the plan contributes to the achievement of the goals and objectives outlined. One of these goals is to “Prioritize funding to maintain the existing system of roads, transit, and non-motorized transportation facilities.” Complementing this goal are the objectives listed below:

- Work cooperatively at the local, regional, and state level to establish and maintain standards for the condition of various transportation assets.
- Track and report the condition of roads, sidewalks, and transit vehicles/infrastructure so that decision-makers have information and can anticipate needs before they become urgent.
- Adopt and maintain regular schedules and budgets for maintenance of storm drains, street sweeping, transit vehicle maintenance/replacements, trimming of sidewalk trees, and similar activities.

The RTP outlines nearly \$17 million spent annually by TDOT and local governments in the region on basic roadway operations and maintenance activities, including roadway paving. Based on current spending levels, about \$518 million is expected to be available for operating and maintaining the roadway system during the life of the plan.

Specifically, the RTP includes several roadway projects aimed at improving infrastructure condition. Reconstruction projects outlined in the plan include:

- Reconstruction of Michigan Avenue Road from Minnis Road to 20th Street;
- Reconstruction of Mouse Creek Road from City Limit to Hoopers Gap;
- Reconstruction of 20th Street from Ocoee Street to Georgetown Road; and
- Various bridge projects estimated at a total of \$7.5 million in year of expenditure (YOE) dollars

Implementing System Reliability Targets Through the RTP

This addendum also describes how the implementation of the RTP is anticipated to help meet the system reliability targets described above.

Projects were selected for the RTP based on their ability to help achieve goals and objectives outlined in the plan, including the system reliability related goal to, “Promote efficient operation and management

of the system, including the ability to maintain adequate operations when major incidents occur.” Goals were derived using federal planning factors and a system performance analysis that assessed growth in vehicle hours traveled, vehicle miles traveled, and vehicle hours of delay in the region to help identify areas of greatest need. Complementing objectives of this goal are:

- Update and continue to implement the Regional Intelligent Transportation Systems (ITS) Architecture.
- Promote development of policies and other initiatives that manage traffic congestion, without adding new road-miles if possible.
- Encourage an interconnected transportation network that minimizes the number of miles needed to complete a trip, and provide multiple routes to reach the same destination.

Projects in the plan focus on improving travel time reliability for both people and goods include intersection realignments, technology integration, and incorporation of multimodal features, to name a few. Specifically, the RTP includes the following projects focused on improving reliability for both people and goods:

- Realignment of intersection at Georgetown Rd. (SR 60) and Candies Lane;
- Various intersection improvements at of 20th Street and N. Ocoee St. (SR 74) including adding a signal; and
- \$2.3 million in transportation systems management (TSM), intelligent transportation systems (ITS), and other operational improvements

Targets for Other Performance Measures

The MPO has previously established targets for a number of performance measures related to safety and transit asset management. Following formal incorporation of infrastructure condition, system reliability, and freight movement targets into the RTP and TIP, the MPO will be required to meet upcoming deadlines for transit safety target setting. These measures are outlined below, with a MPO deadline of January 15, 2021.

<p>TRANSIT SAFETY</p>	<p>January 15, 2021 <i>(Transit operator deadline July 20, 2020)</i></p>	<ul style="list-style-type: none"> • Number of fatalities • Fatality rate per total vehicle-revenue miles • Number of injuries • Injury rate per total vehicle-revenue miles • Reportable safety events • Rate of safety events per total vehicle-revenue miles • Average revenue-miles between major mechanical failures, by mode
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Addendum #3 to the FY 2017-2020 Transportation Improvement Program for the Cleveland Urbanized Area Metropolitan Planning Organization (MPO)

Purpose

This addendum to the FY 2017-2020 Transportation Improvement Program (TIP) describes how the MPO is meeting federal requirements to use a performance-based framework for regional transportation planning and programming.

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ENVIRONMENTAL SUSTAINABILITY	To enhance the performance of the transportation system while protecting and enhancing the natural environment
REDUCED PROJECT DELIVERY DELAYS	To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project delivery process, including reducing regulatory burdens and improving agencies' work practices.

Required Performance Measures

To implement the new federal requirements, the MPO and TDOT will now monitor and report performance on several measures established by USDOT that correspond to the National Goals. Both the MPO's and TDOT's transportation decision-making process will be guided by the level of progress being made toward the numeric targets set for system performance. Below are the official measures established by the Federal Highway Administration (FHWA) to track progress toward the National Goals for the surface transportation system, and their category in the USDOT rulemaking process.

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FREIGHT MOVEMENT & ECON. VITALITY (PM 3)	<ul style="list-style-type: none"> • Truck Travel Time Reliability Index

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plan, while transit safety targets for small providers (less than 100 vehicles in peak revenue service) may be set through a state-level safety plan.

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MPOs may establish targets by either (1) agreeing to plan and program projects so they contribute toward the accomplishment of the overall statewide targets or (2) committing to quantifiable targets specific to the metropolitan planning area. On September 12, 2018, the Cleveland MPO's Executive Board voted to support TDOT's four-year pavement and bridge condition statewide targets. By doing so, the MPO agreed to plan and program projects in its RTP and Transportation Improvement Program (TIP) that contribute toward meeting these targets. TDOT's statewide targets, along with historical information, are provided below.

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System Reliability Performance Targets (PM 3)

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Like infrastructure condition requirements, MPOs may establish targets by either (1) agreeing to plan and program projects so they contribute toward the accomplishment of the overall statewide targets or (2) committing to quantifiable targets specific to the metropolitan planning area. On September 12, 2018, the Cleveland MPO's Executive Board also voted to support TDOT's four-year system reliability and freight movement statewide targets. By doing so, the MPO agreed to plan and program projects in its RTP and Transportation Improvement Program (TIP) that contribute toward meeting these targets. These targets, along with historical information, are provided below.

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Non-Interstate NHS Reliability	89.7%	N/A	87.75%
Freight Reliability	1.35	1.35	1.33

Implementing Infrastructure Condition Targets Through the TIP

As required, this addendum describes how the implementation of the TIP is anticipated to help meet the targets described above.

The TIP represents the decisions made by MPO members (including TDOT) about how to spend federal, state and local transportation funds available to the region during federal FY 2017 through FY 2020. Projects in the TIP have been selected from the RTP, which forecasts approximately \$518 million expected to be available for operating and maintaining the roadway system through the year 2040.

The current TIP extends through 2020 and includes approximately \$2.2 million in National Highway Performance Program (NHPP) funds and \$8.2 million in Surface Transportation Block Grant (STBG) funds that may be used for resurfacing, rehabilitation, intelligent transportation systems (ITS), and other maintenance related activities. It also includes the reconstruction of Michigan Avenue Road from Minnis Road to 20th Street, at an estimated cost of \$1.12 million. Projects in the TIP are pre-screened for eligibility and then evaluated based on several selection criteria including economic development, land use suitability, and safety and security. Projects in the TIP are specifically screened for their inclusion of operations and maintenance components including reconstruction of substandard roadways and maintenance of existing roadways.

Implementing System Reliability Targets Through the TIP

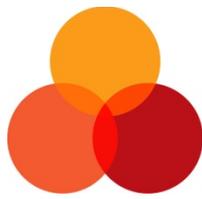
The addendum also describes how the implementation of the TIP is anticipated to help system reliability targets for both people and goods. The \$2.2 million in NHPP and \$8.2 million in STBG funds described above may also be programmed to projects that improve travel time reliability for both cars and trucks. Eligible projects include signalization, intersection and interchange modifications, ITS, and railroad crossing improvements, to name a few. The installation of left and right turn lanes at Georgetown Road and 25th Street is programmed in the TIP and is scoped to include reliability improvements such as signalization and pedestrian and safety improvements, with an estimated cost of \$1.04 million. The TIP also includes interchange improvements at I-75 and SR-308, at an estimated cost of \$3.7 million for preliminary engineering

TIP evaluation criteria related to system reliability include a project's ability to manage congestion and reduce the need for single-occupancy vehicles. Specific criteria used by MPO staff to evaluate these factors included whether a project makes improvements to signal timing, volume to capacity ratios, or intersection movements and whether a project includes ITS technology, transit service, or non-motorized infrastructure.

Targets for Other Performance Measures

The MPO has previously established targets for a number of performance measures related to safety and transit asset management. Following formal incorporation of infrastructure condition, system reliability, and freight movement targets into the RTP and TIP, the MPO will be required to meet upcoming deadlines for transit safety target setting. These measures are outlined below, with a MPO deadline of January 15, 2021.

TRANSIT SAFETY	January 15, 2021 <i>(Transit operator deadline July 20, 2020)</i>	<ul style="list-style-type: none"> • Number of fatalities • Fatality rate per total vehicle-revenue miles • Number of injuries • Injury rate per total vehicle-revenue miles • Reportable safety events • Rate of safety events per total vehicle-revenue miles • Average revenue-miles between major mechanical failures, by mode
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MEMORANDUM

TO: MPO and TCC members

FROM: Greg Thomas, AICP, MPO Coordinator

DATE: March 5, 2019

SUBJECT: development of new 2020-2023 TIP

The 2020-2023 TIP schedule is as follows:

Dec 2018 – Apr 2019--- Request Program and Project information from transit providers and MPO member jurisdictions; Receive Project Cost Estimation Tool from TDOT

February 2019--- Receive Inflation Rate from TDOT Programming & Scheduling for YOY revenues & expenditures and system-level cost/revenue for O&M

Feb 2019 – May 2019-- Non-Attainment and Maintenance Areas provide IAC with TIP project list for comment

Apr 1 – May 15, 2019-- Receive State Projects and anticipated State funds to program

May 16 – May 31, 2019--- Submit Draft TIP to TDOT for Review (30 business day review)

May 17 – Jul 15, 2019-- TDOT reviews MPOs' draft TIPs

Jun 28 – Jul 15, 2019--- Receive TDOT comments and revise TIP based on comments

Jul 15 – Jul 29, 2019--- Submit Draft TIP to TDOT for submission to FHWA/FTA; TDOT submits Draft TIP to FHWA/FTA (20 business day review)

July 18 – Sept 12, 2019--- FHWA/FTA reviews MPOs' draft TIPs

Aug 29 – Sept 12, 2019-- Receive FHWA/FTA comments and revise TIP based on comments

Sept - Oct 2019--- Obtain Public Comment/Executive Board Approval based on Participation Plan

Nov 9, 2019--- Deadline for Submitting Final Approved Copies of TIP to TDOT;

Nov 10 – Dec 15, 2019--- TDOT submits Rural STIP and MPO TIPs to FHWA/FTA for approval

Nov 15 – Jan 15, 2020--- FHWA/FTA Review Period (20 business days)

Jan 15, 2020--- FHWA/FTA Approval of STIP

Yearlong Amendments to TIP as required

Letters were sent on January 29, 2019 to each of the Cleveland MPO member jurisdictions (Cleveland, Bradley County, McMinn County, Charleston, and Calhoun) and SETHRA/CUATS to solicit projects for possible inclusion in the TIP. The letters asked that the member jurisdictions submit projects by the March 6, 2019 MPO meeting.

As of March 2, 2019, only the City of Cleveland has submitted project ideas and these are as follows:

3R Improvements (includes pedestrian and drainage improvements) on Central Avenue, 17th Street and 20th Street, Norman Chapel Road

Gaut Street Area Multi-modal Improvements

25th Street and Peerless Road Multi-modal Improvements

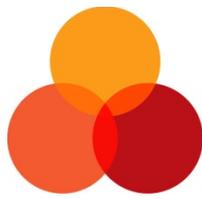
Adkisson Drive widening and roundabout at Norman Chapel Road

20th Street/ Michigan Avenue Road intersection

Downtown Traffic Study

Traffic Signal System Upgrades (Keith Street and Paul Huff Parkway)

Paul Huff Parkway Resurfacing



MEMORANDUM

TO: MPO and TCC members

FROM: Greg Thomas, AICP, MPO Coordinator

DATE: March 2, 2019

SUBJECT: development of new 2020-2022 UPWP

In the January 9, 2019 MPO and TCC meetings the schedule and process for updating the meeting was shared with the MPO and TCC. A letter went to the MPO's member jurisdictions and transit provider in January of 2019 asking for input on work tasks to be included in the UPWP. A meeting was held with CUATS staff and transportation planning consultants WSP to address, among other things, items that could become part of the new UPWP. We are working toward a mid-March 2019 completion of a draft UPWP that would be shared with TDOT.

A preliminary list of work tasks for the 2020-2022 UPWP is shown below. In developing this list, MPO staff has kept in mind the furtherance of the PM1, PM2, and PM3 performance measures to support safety, system maintenance, and system performance. Input is still being received and some modification may still be made based upon the transportation planning needs identified and the necessity of managing the transportation planning work flow within available resources.

TASK 1.0 ADMINISTRATION

- Update PPP to incorporate more use of digital media and improved outreach, especially to EJ communities
- Update Memorandum of Understanding among Cleveland, Bradley County and SETHRA for operation of the Cleveland Urban Area Transit System
- Continue MPO administrative tasks such as budgeting, payroll, preparation of meeting agendas and minutes, preparation of advertisements, preparation of reimbursement requests and related reports, administration of MPO website, etc.
- Develop and maintain a listing of transportation planning work tasks for future inclusion within the UPWP based upon a continuing, cooperative, and comprehensive planning process

TASK 2.0 REGIONAL AND SUBAREA TRANSPORTATION PLANNING

- Participate in TDOT's I-75 Corridor Study
- Participate in local, regional, and national organizations, activities, and events focused on land use and transportation planning
- Work with Cleveland officials to review and further analyze citizen concerns about traffic congestion that were expressed in recent surveys
- Evaluate the needs for connectivity between SR 312 (Harrison Pike) and APD-40, given recent transportation improvements and expected growth
- Develop comprehensive approach to safety planning, based on review of best practices among small MPOs
- Update the Traffic Analysis Zone (TAZ) boundaries used in the regional travel demand model in advance of the 2020 Census.
- Make modifications to the regional travel demand model to enhance the MPO's ability to use it to evaluate smaller-scale changes
- Provide planning information to local jurisdictions preparing grant applications for transportation projects and/or programs

TASK 3.0 TRANSPORTATION IMPROVEMENT PROGRAM

- Develop and adopt the FY2021-FY2023 TIP
- Continuously maintain the adopted TIP in response to changing conditions affecting project implementation
- Work with TDOT on development and implementation of an electronically-based TIP (E-TIP)

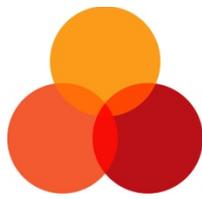
TASK 4.0 MULTIMODAL PLANNING

- Work with school system to plan sidewalks as needed within student walk zones and along bus routes

- Develop a plan for CUATS to transition from flag-stop to fixed-stop service, including recommended stop locations.
- Evaluate needs and make recommendations for CUATS transit vehicle parking
- Continue to work cooperatively with MPO member jurisdictions, neighborhood organizations, BikeWalk Cleveland, the Health Department, etc., to implement walkability strategies such as those identified in the Connect Cleveland Walkability Action Plan
- Continue to participate in the ADA transition planning process

TASK 5.0 TRANSPORTATION DATA

- Work with TDOT to review traffic count stations and make changes/additions where appropriate
- Collect updated boarding/alighting data for riders of the Cleveland Urban Area Transit System
- Continue collection of count data for cyclists and pedestrians
- Evaluate methods and recommend an ongoing process for the City of Cleveland to collect data for a pavement management system



MEMORANDUM

TO: MPO and TCC members

FROM: Greg Thomas, AICP, MPO Coordinator

DATE: March 2, 2019

SUBJECT: Draft Planning Agreement

TDOT is asking that each of the MPOs enter a planning agreement with TDOT and the transit provider(s) within the MPO. The agreement spell out how the MPO planning process will be carried out in compliance with the various laws and regulations that come into play, and what the responsibilities of each party are in the MPO planning process. A January 11, 2019 draft of the agreement from TDOT is attached. This is the second draft that the MPOs have received for review and it has been substantially revised from the first draft which received considerable comments from MPO staff.

Some comments on the January 11, 2019 draft are:

Article 3 Paragraph D---- delete this provision from the planning agreement with the Cleveland MPO since it does not apply and would potentially cause confusion.

Article 4 Paragraphs B and C--- transit agencies should be referred to as “participating agency” rather than “participating jurisdiction”

Article 4 Paragraph E--- is the intent to refer to the State Long Range Transportation Plan or the STIP?

Article 6 Paragraph I --- approval of revenue forecasts and year-of-expenditure cost estimates is by MPO Executive Board

Article 12 insert “developed, reviewed, and approved” in front of “interstates, freeways, and arterials”

Signature Page--- “Cleveland Urban Area Metropolitan Planning Organization” is the organization name. The signatory for the MPO is the Chair of the MPO Executive Board.

STATE OF TENNESSEE**AGREEMENT WITH METROPOLITAN PLANNING ORGANIZATION**

THIS AGREEMENT is made this ___ day, of _____, 20___, by and between the State of Tennessee, acting through the Tennessee Department of Transportation, called the "Department;" the _____ Metropolitan Planning Organization (MPO), called the "MPO," which has been designated as the MPO of the _____ Urbanized Area; and the _____, called the "Transit Agency" [or "Transit Agencies," if applicable].

WITNESSETH

WHEREAS, 23 U.S.C. § 134 and 23 Code of Federal Regulations (CFR), Part 450, require that MPOs, in cooperation with the Department and the Transit Agency, carry out a metropolitan planning process for urbanized areas of the State; and

WHEREAS, 23 CFR § 450.314 requires the MPO, the Department, and public transportation operators within each metropolitan planning area to enter into a written agreement to clearly identify the responsibilities of the parties in carrying out the metropolitan planning process; and

WHEREAS, T.C.A. § 54-18-101 authorizes the Department to enter into cooperative planning agreements that provide for a continuing and comprehensive transportation planning process; and

WHEREAS, the MPO is empowered to serve as the lead planning and programming agencies for its Metropolitan Planning Area, and to this end the Department, the MPO, and the Transit Agency[ies] jointly carry out an ongoing continuing, cooperative, and comprehensive multimodal transportation planning process that fully considers the planning factors required by applicable laws and regulations; and

WHEREAS, the Governor of State of Tennessee and the _____ MPO designated the metropolitan planning area, as defined in 23 CFR § 450.312, as the area within which the required metropolitan transportation planning activities shall take place; and

WHEREAS, the Transit Agency[ies] provides public transportation services within the _____ Metropolitan Planning Area; and

WHEREAS, 23 CFR § 420.117(a) requires that the Department shall monitor all activities performed by its staff or by sub-recipients with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning and research funds, as dispersed in the Consolidated Planning Grant (CPG), to ensure that the work is being managed and performed satisfactorily and that time schedules are being met;

NOW THEREFORE, it is agreed as follows:

AGREEMENT**Article 1. Agreement Period**

- A. This agreement becomes effective when signed by the last party whose signature makes the agreement fully executed. The Department shall not continue its obligation to the MPO under

this agreement if the Governor's designation of the MPO is withdrawn, if federal funds cease to become available, or if the agreement is terminated.

- B. This agreement shall be reviewed every five (5) years or as needed, such as when a new transportation funding bill is passed by the United States Congress, and/or when new federal regulations are published by FHWA/FTA by the respective agencies' signatories, or their applicable designees or proxies. If all terms and conditions of this agreement remain viable and no amendment to the existing agreement or a new agreement is required, a renewal letter from the Department to the MPO, signed and accepted by the MPO and the Transit Agency[ies], shall constitute renewal of this agreement subject to all terms and conditions specified in the agreement. However, an amendment or a new agreement may be executed, if necessary. In such case, the signatures of all parties of this agreement would be required to fully execute an amended or new agreement.

Article 2. Responsibilities of the Department

The responsibilities of the Department are as follows:

- A. Maintain staff within the Long Range Planning Division to act as the primary point of contact for MPO coordination.
- B. In compliance with federal regulations, assist in the carrying out of the continuous, cooperative, and comprehensive metropolitan planning process, including, but not limited to, the development of the Unified Planning Work Program (UPWP), a Metropolitan Transportation Plan (MTP), Long Range Transportation Plan (LRTP), and/or Regional Transportation Plan (RTP); and the Transportation Improvement Program (TIP); and, where required by federal law or regulation, monitor the MPO's performance of activities and expenditures of all funds under a UPWP. The Department is responsible for reviewing the MPO's activities and expenditures of funds and will comment on and make suggestions relating to those activities and expenditures.
- C. Distribute federal and/or state transportation planning funds to the MPO based on a formula developed by the Department, in consultation with the MPO, and approved by FHWA, FTA, and other applicable federal agencies.
- D. Provide to the MPO, as appropriate, technical assistance and guidance for the collection, processing, and forecasting of socio-economic data needed for the development of traffic forecasts, plans, programs, and planning proposals within the metropolitan area, including the collection, processing, and forecasting of vehicular travel volume data in cooperation with the MPO.
- E. Consistent with MPO by-laws, jointly promote the development of transportation projects within the metropolitan area by identifying points in the system where access, connectivity, and coordination between the modes and inter-urban facilities would benefit the entire system.
- F. Coordinate with the MPO and Transit Agency[ies] in the preparation and maintenance of a Coordinated Public Transit – Human Services Transportation Plan.
- G. Update the MPO on relevant statewide transportation initiatives and priorities as needed. .
- H. Inform the MPO relative to federal and state statutes, policies, regulations, and guidelines which bear upon metropolitan transportation planning and programming activities and contractual arrangements.
- I. Monitor the MPO's transportation planning process, when such monitoring is required by federal law or regulation, to ensure compatibility with state and USDOT programs and objectives and compliance with all applicable federal requirements.

Article 3. Responsibilities of the MPO

The MPO is an organization created to ensure that existing and future expenditures on transportation projects and programs are based on a continuing, cooperative, and comprehensive planning process. The responsibilities of the MPO are as follows:

- A. Document planning activities in a UPWP to indicate who will perform the work, the schedule for completing the work, and all products or deliverables that will be produced, the proposed funding by activity/task, and a summary of the total amounts and sources Federal and matching funds. In cooperation with the Department and public transportation operators as defined by 23 CFR Part 450, the MPO must biennially develop a UPWP, subject to federal approval, that meets federal requirements.
- B. Use funds to develop and maintain a comprehensive regional transportation planning program in conformity with the requirements of 23 U.S.C. § 134, and 49 U.S.C. § 5303.
- C. Develop, adopt, and periodically review a MTP/LRTP/RTP, a TIP, and a UPWP for the Metropolitan Planning Area (MPA), consistent with applicable federal laws. At a minimum, the MPO shall consider in the planning process the applicable factors outlined in 23 U.S.C. § 134.
- D. Create and appoint members to the MPO Policy Board as stipulated by 23 CFR § 450.310. Additionally, for any MPO subject to T.C.A. § 64-8-301, a voting member who resides in the MPA shall be chosen in consultation with the Tennessee County Highway Officials Association to represent county highway departments operating within the planning area.
- E. Coordinate with the Department and the Transit Agency[ies] in the preparation and maintenance of a Coordinated Public Transit – Human Services Transportation Plan including, 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.
- F. Assemble and maintain an adequate, competent staff with the knowledge and experience necessary to perform all appropriate MPO activities as required by law.
- G. Acquire, forecast, and maintain appropriate socio-economic, roadway, and travel data on a timely basis, in cooperation with the Department.
- H. Prepare all required plans, programs, reports, and data, and obtain all required certifications in a timely manner.
- I. Share information and sources of information concerning transportation planning issues with the Department, other jurisdictions and planning agencies, and interested members of the public, in a manner consistent with the provisions set forth in the approved Public Participation Plan.
- J. Ensure that all meetings and records concerning the business of the MPO comply with the requirements prescribed in 23 CFR Part 450 and T.C.A. Title 8, Chapter 44, Part 1.
- K. Comply with the Americans with Disabilities Act of 1990 plan certification procedures as required by 49 CFR § 37.139.
- L. Comply with Title VI of the Civil Rights Act of 1964 and maintain a current Title VI Program as required by FTA's Title VI Circular 4702.1B.
- M. Comply with DOT 5610.2(a) Environmental Justice; National Environmental Policy Act 42 U.S.C. § 4321 et seq.; and Executive Order 12898 Environmental Justice.
- N. Comply with DOT FR 239 Responsibilities to Limited English Proficiency (LEP) Persons.
- O. Ensure that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement or in the employment practices of the MPO on the grounds of handicap or disability, age, race, color, religion, sex,

national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The MPO shall, upon request, produce proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

Article 4. Responsibilities of the Transit Agency[ies]

The responsibilities of the Transit Agency[ies] are as follows:

- A. Actively participate in the MPO activities to represent public transit interests and ensure awareness and consideration of public transit plans, programs, projects, and policies in MPO decision-making.
- B. Cooperate in the development and maintenance of the MTP/LRTP/RTP and TIP as a participating jurisdiction, providing information requested by the MPO in a timely manner relative to public transit projects and services to be deployed within the MPA in order to ensure consideration for inclusion in the MTP/LRTP/RTP and TIP. This includes information relative to the availability, or anticipated availability, of federal and local financial aids for public transit improvements and services within the MPA.
- C. Cooperate in the development and maintenance of the UPWP as a participating jurisdiction, providing information requested by the MPO in a timely manner related to transit planning activities or technical assistance to be deployed within the MPA for inclusion in the UPWP. This includes informing the MPO to the availability, or anticipated availability, of federal and state financial aids and technical assistance for public transit planning activities.
- D. Work cooperatively with the MPO and the Department in the preparation of an Annual Listing of Obligated Projects (ALOP) funded under 23 U.S.C. or 49 U.S.C. Chapter 53 to include supplying information about federal obligations of grant funds administered through FTA in a reasonable time following the end of the federal fiscal year.
- E. Cooperate with the Department in the development of the Statewide Long Range Transportation Plan (STIP) pursuant to the provisions of 23 U.S.C. 135.
- F. Coordinate with the MPO and the Department in the preparation and maintenance of a Coordinated Public Transit – Human Services Transportation Plan.
- G. Coordinate with the Department and the MPO on the conduct of short-range transit plans or operational analyses that affect or inform regional or statewide transportation plans and programs.
- H. Prepare and submit applications for federal public transportation capital assistance grants and state operating assistance grants and administer approved grants.
- I. Collect data to meet the requirements of 49 U.S.C. 5335 regarding the National Transit Database.
- J. At least once per year, present to the MPO an update on local public transit initiatives and priorities that either affect regional transportation plans and programs or that should be considered in their development.
- K. Prepare and update paratransit service plans in conformance with the Americans with Disabilities Act of 1990.
- L. Ensure that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement or in the employment practices of the Transit Agency[ies] on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Transit Agency[ies] shall, upon request, produce proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

Article 5. Unified Planning Work Program

- A. Every two (2) years, the MPO shall submit to the Department a program of work that includes goals, objectives, and tasks required by each of the relevant agencies involved in the metropolitan transportation planning process. This program of work is to be called the Unified Planning Work Program (UPWP), or any successor name. The UPWP shall be developed and adopted by the MPO Policy Board, in accordance with 23 CFR § 450.314, and must be approved by FHWA prior to the MPO carrying out any work items from the UPWP.
- B. The UPWP shall be prepared for a period of two (2) years. The UPWP shall reflect only the work that can be accomplished during the time period of the UPWP, in accordance with 23 CFR § 420.113 (a) (5) and 23 CFR § 420.115 (a).
- C. The UPWP shall reflect transportation planning work tasks to be funded by federal, state, or local transportation, or transportation-related (e.g., air quality), planning funds. The budget and statement of work will be included in the UPWP. The MPO may not incur costs until final approval of the UPWP by the Department and ultimate federal authorization.

Article 6. Metropolitan Transportation Plan (MTP), Long Range Transportation Plan (LRTP), and/or Regional Transportation Plan (RTP)

- A. Every five (5) years, or every four (4) years for MPOs in nonattainment or maintenance areas, the MPO shall develop and adopt a MTP/LRTP/RTP which shall include recommended transportation investments and strategies determined cooperatively by the MPO, the Department, and the Transit Agency[ies]. The MTP/LRTP/RTP shall be adopted by the MPO Policy Board, in accordance with 23 CFR § 450.324.
- B. The investments and strategies put forth in the MTP/LRTP/RTP shall address no less than a 20-year planning horizon.
- C. The MPO shall issue a formal call for projects from local government members and agency partners, including the Transit Agency[ies], the Department, and local governments, early in the MTP/LRTP/RTP development process. The projects will be considered through the MPO's project selection process.
- D. At the request of the MPO, the Department shall provide data to assist in the development of the MTP/LRTP/RTP.
- E. The Transit Agency[ies] shall provide to the MPO relevant data needed for the evaluation of existing and proposed transit projects and policies, including existing transit services and routes, existing and projected ridership figures, and existing and projected operations and maintenance costs.
- F. The MPO shall, in consultation with the Department, the Transit Agency[ies], and local government partners, set the inflation rates used to develop year of expenditure (YOE) costs in the MTP/LRTP/RTP.
- G. At the MPO's request, the Department shall provide the MPO with a description of the Department's performance measures and performance targets used in assessing the performance of the transportation system; provide the MPO with a system performance report and subsequent updates evaluating the condition and performance of the transportation system with respect to the performance targets described in 23 CFR § 450.306(d); and inform the MPO on progress achieved by the Department in meeting the performance targets in comparison with system performance recorded in previous reports, including baseline data.
- H. Consistent with 23 CFR § 450.324(f), the MPO shall, in consultation with the Department, develop a methodology for financial planning for the MTP/LRTP/RTP, including system-level estimates of

costs and revenue sources, estimates of funds that will available to support plan implementation, additional financing strategies to fund projects and programs, and an inflation rate(s) to reflect year of expenditure (YOE) dollars based on reasonable financial principles and information.

- I. The MPO shall approve revenue forecasts and year of expenditure (YOE) cost estimates.
- J. Prior to the submittal of the first draft of the MTP/LRTP/RTP to the Department, MPOs in nonattainment and maintenance areas shall provide the Interagency Consultation Committee (IAC) with the MTP/LRTP/RTP project list for review and comment.
- K. The MPO must approve the MTP/LRTP/RTP and any subsequent revisions, and shall not delegate the approval authority, except for administrative adjustments. Administrative adjustments do not change the scope of work, result in an increase or decrease in the amount of task funding, or affect the overall budget. Examples include typographical, grammatical, or syntax corrections.

Article 7. Transportation Improvement Program (TIP)

- A. Every three (3) years the MPO, in cooperation with the Department and the Transit Agency[ies], shall develop and adopt a fiscally-constrained TIP which shall include the federally-funded and/or regionally significant (regardless of funding source) transportation projects anticipated in the MPA over the next four (4) years. Only projects consistent with the MTP/LRTP/RTP are eligible for inclusion in the TIP. The TIP shall be adopted by the MPO Policy Board, in accordance with 23 CFR § 450.326.
- B. The MPO shall issue a formal call for projects from local government members and agency partners, including the Transit Agency[ies] and the Department, early in the TIP development process. The projects will be considered through the MPO's project selection process.
- C. The MPO, in cooperation with TDOT, transit operators, and all constituent local governments, shall evaluate the candidate projects against regional priorities, goals and objectives, and funding availability.
- D. Each project sponsor shall provide cost estimates for any projects proposed or endorsed by the sponsor.
- E. The MPO shall, in consultation with the Department, the Transit Agency[ies], and local government partners, set the inflation rates used to develop YOE costs in the TIP.
- F. Prior to the submittal of the first draft of the TIP to the Department, MPOs in nonattainment and maintenance areas shall provide the Interagency Consultation Committee (IAC) with the conformity determination report for review and comment.
- G. In accordance with the MPO's established TIP policies and the existing Memorandum of Agreement (MOA) between the Department and the MPO regarding the definition and need for amendments/administrative adjustments to the STIP and TIP, the MPO must approve the TIP and any subsequent revisions, and shall not delegate the approval authority, except for administrative adjustments.
- H. After approval by the MPO and the Governor, the Department shall integrate the approved TIP, without change, into the STIP directly or by reference. Once complete, the STIP shall be forwarded by the Department to FHWA/FTA for review and action.
- I. TDOT shall inform the MPO upon FHWA/FTA's initial approval of the STIP.

Article 8. Annual Listing of Obligated Projects

In accordance with 23 CFR § 450.334, within ninety (90) days after the close of the federal fiscal year, the MPO shall publish an Annual Listing of Obligated Projects (ALOP). An obligation report shall be provided

by the Department in funds obligated under 23 U.S.C. § 134 for the MPO area such that the MPO has sufficient time to develop and publish the ALOP by the prescribed deadline.

Article 9. Congestion Management Process

In accordance with 23 CFR § 450.322, every four (4) or five (5) years, as applicable, concurrent with the update to the MTP/LRTP/RTP, MPOs that are designated as TMAs shall, in cooperation with the Department and the Transit Agency[ies], develop a Congestion Management Process (CMP).

Article 10. Public Participation Plan

In accordance with 23 CFR § 450.316, the MPO shall adopt and maintain a formal, written Public Participation Plan. The Plan shall provide reasonable opportunity for involvement with all interested parties in carrying out the MPO's transportation planning and programming processes, including opportunities for preliminary review and comment at key decision points. Initial or revised Public Participation Plan procedures shall undergo a minimum forty-five (45) day draft public review and comment period.

Article 11. Performance Based Metropolitan Planning Process Responsibilities

In accordance with 23 CFR § 450.314 (h), the MPO, the Department, and the Transit Agency[ies] shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see 23 CFR § 450.306(d)), and the collection of data for the state asset management plan for the National Highway System (NHS).

These terms were formally agreed upon in the MOU for cooperatively developing, sharing, and reporting information related to performance measures and performance targets which was signed by the Department Commissioner, the MPO, and the Transit Agency[ies] on [insert relevant date].

Article 12. Travel Demand Modeling and Coordination on State Planning

The MPO is responsible for maintaining and updating the regional transportation model for all roadways of significance, including all interstates, freeways, and arterials, within the MPO study area. The model shall be developed and reviewed in a manner consistent with the guidance outlined in *Minimum Travel Demand Model Calibration and Validation Guidelines for the State of Tennessee*.

THIS AGREEMENT IS EXECUTED by the Department, the MPO, and the Transit Agency[ies].

THE MPO

THE TRANSIT AGENCY

Signature

Signature

Typed or Printed Name

Typed or Printed Name

Chair – MPO Policy Board

[Insert Appropriate Title]

Date

Date

THE DEPARTMENT

Signature

Typed or Printed Name

Commissioner
Tennessee Department of Transportation

Date