

TO: Bismarck-Mandan Metropolitan Planning Organization Policy Board

FROM: Rachel Lukaszewski, MPO Executive Director

DATE: October 9, 2023

RE: Policy Board Meeting

There will be a meeting of the Bismarck-Mandan MPO Policy Board on **Tuesday, October 17, 2023, at 1:30 PM.** The meeting will be held in the Ed “Bosh” Froehlich Meeting Room of the Mandan City Hall at 205 2nd Avenue NW, Mandan, ND. The agenda is outlined below.

The City of Bismarck and Policy Board members are encouraging citizens to provide their comments for public hearing items on the Bismarck-Mandan MPO Policy Board agenda via email to mpo@bismarcknd.gov. Please include which item number your comment references. It will be sent to the members, as well as placed with the minutes. To ensure your comments are received prior to the meeting, please submit them by 5:00 pm 1 business day prior to the meeting. If you would like to participate via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your name, agenda item and e-mail address to the above e-mail at least 3 days before the meeting.

Any of the 5 (five) Policy Board members can attend this meeting remotely. **Policy Board members and those presenting at the meeting will receive ZOOM invites approximately 1 business day prior to the meeting. Individuals wishing to participate via ZOOM should email contact information to mpo@bismarcknd.gov at least 3 days in advance of the meeting to receive a meeting invite tailored uniquely to them.**

As always, live meeting coverage is available on Government Access Channels 2 & 602HD or streaming live and archived online at FreeTv.org. Agenda items can be found online at [MPO Policy Board](#).

AGENDA

1. MINUTES
Review and Possible Approval of Minutes from September 19, 2023 Meeting 3
2. 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS – Stephen Larson, MPO
Morton County Valerie Entzel Park Project, Amendment (Exhibit A) 7
Bismarck Parks Trail Groomer Project, Amendment (Exhibit B) 9
Lincoln Moch Park Trail Project, Amendment (Exhibit C) 11
Bismarck Expressway/Centennial Exit 161 24.6.18 Project, Amendment (Exhibit D) 13
Bismarck Expressway/Centennial Exit 161 24.6.19 Project, Amendment (Exhibit E) 15
ACTION ITEM: 2024-2027 TIP Amendments
3. FINAL DRAFT URBANIZED AREA BOUNDARY (UZA) UPDATE – Rachel Lukaszewski, MPO
Link to Map of Final Draft UZA below:
<https://www.arcgis.com/apps/mapviewer/index.html?webmap=65770162d643497e9760a9a48099906e>
ACTION ITEM: Final Draft UZA Boundary Update
4. DRAFT 2024 UNIFIED PLANNING WORK PROGRAM (UPWP) – Rachel Lukaszewski, MPO
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ACTION ITEM: Draft 2024 UPWP
5. ARRIVE 2050 FORECAST/ARRIVE 2050 MTP – Jason Carbee, HDR
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6.	2022 TRANSIT DEVELOPMENT PLAN – Bill Troe, SRF Progress Report (Exhibit H)	71
7.	2023 ORTHO-CONTOUR PROJECT – Miles Strain, 95West Progress Report (Exhibit I)	73
8.	2024-2027 TIP ADMINISTRATIVE MODIFICATIONS – Stephen Larson, MPO 2024-2027 TIP Modifications (Exhibit J)	75
9.	NOTICE OF REMOVAL OF 2026 AND 2027 TIP PROJECTS – Stephen Larson, MPO	
10.	OTHER BUSINESS	
11.	ADJOURNMENT	

Next scheduled Policy Board meeting is on 11/21/2023. Please call 701-355-1852 with questions. Any individual requiring special accommodations to allow access or participation at the meeting is asked to notify ADA Coordinator, Bismarck-Mandan MPO, PO Box 5503, Bismarck, ND 58506-5503 or complete and submit the Request for Reasonable Accommodations form at <http://www.bismarcknd.gov/DocumentCenter/View/23201> at least five (5) days prior to the meeting.

PROJECTS UPDATE

<u>Project</u>	<u>% Complete</u>	<u>Contracted Completion Date</u>
East Main Avenue Corridor Study (Bismarck)	100	06/30/2023
Sunset Drive Corridor Study (Mandan)	100	08/31/2023
Arrive 2050 Forecast/Arrive 2050 MTP (MPO wide)	25	03/31/2025
2022 Transit Development Plan (Bis-Man Transit)	98	12/31/2023
2023 Ortho-Contour Project (MPO wide)	42	02/29/2024

Common MPO Acronyms

ATAC: Advanced Traffic Analysis Center	NDDOT: North Dakota Department of Transportation
CPG: Consolidated Planning Grant	TAZ: Traffic Analysis Zone
FHWA: Federal Highway Administration	TDMSE: Travel Demand Model & Socioeconomic Data
FTA: Federal Transit Administration	TIP: Transportation Improvement Plan
MTP: Metropolitan Transportation Plan	UPWP: Unified Planning Work Program

A full list of common MPO acronyms may be accessed online
<https://www.bismarcknd.gov/DocumentCenter/View/37890/MPO-acronyms>

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
SEPTEMBER 19, 2023**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met on September 19, 2023, at 1:30 p.m. in the Ed “Bosh” Froehlich Meeting Room, Mandan City Hall, 205 2nd Ave NW, Mandan, ND. Mike Schmitz presided.

Members present or participating via Zoom were Mike Schmitz, Tim Helbling, Andy Zachmeier, Keli Berglund, and Steve Schwab.

Others present or attending via Zoom were Kim Riepl, Paulette Jacobsen, Rachel Lukaszewski, and Stephen Larson of the Bismarck-Mandan MPO; Eavan Moore, SRF Consulting; and Jason Carbee, HDR.

CALL TO ORDER

Chair Schmitz called the September 19, 2023 meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

MINUTES

Chair Schmitz called for a motion to approve the minutes of the August 15, 2023 Regular Meeting of the Policy Board.

MOTION: Mr. Helbling made a motion to approve the minutes of the August Regular Meeting. Mr. Schwab seconded the motion and with Keli Berglund, Andy Zachmeier, Tim Helbling, Steve Schwab, and Chair Schmitz voting in favor, the minutes of the August 15, 2023 Regular Meeting were approved.

PM1 HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) TARGETS

Mr. Larson presented. PM stands for Performance Measures. North Dakota Department of Transportation (NDDOT) recently adopted their annual HSIP performance targets for 2024. The federal government requires every state DOT to monitor the amount and rate of injuries and fatalities on the state road system, and to use this monitoring to assist in setting safety targets in the effort to increase roadway safety. MPOs are allowed to either set their own PM1 targets, or to support the State targets. The Bismarck-Mandan MPO has historically supported NDDOT’s targets, and MPO staff recommends doing the same this year. A resolution of adoption for these targets, along with the data NDDOT utilized to help set them, is shown in Exhibit A. TAC recommended approval of the resolution.

MOTION: Mr. Schwab made a motion to approve the PM1 HSIP Targets as presented. Mr. Helbling seconded the motion and with Keli Berglund, Andy Zachmeier, Tim Helbling, Steve Schwab, and Chair Schmitz voting in favor, the motion was approved.

FINAL 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Larson presented. Last month, the board approved the MPO's Draft 2024-2027 TIP with modifications as suggested by the TAC. The TIP has since been updated to its final form. The Program of Projects and the project maps were updated to reflect feedback received last month. The updates included changing project cost estimates, lead agencies, and project locations as needed, and the financial pages of the TIP were updated accordingly. The MPO did not need to re-advertise the TIP, since the changes required to the draft document were of a minor nature.

Mr. Larson highlighted three of the changes made to the Draft TIP. First, NDDOT provided their Operations and Maintenance cost estimates, so these were added to the final document. Second, NDDOT's updated PM1 Targets are now shown in the TIP. Finally, the Program of Projects now contains the three phases of the Memorial Highway Reconstruction project in Mandan that was referenced at last month's meeting. The first two phases are shown in Fiscal Year 2024 and the final phase in 2025. TAC recommended approval of the Final TIP yesterday.

MOTION: Mr. Schwab made a motion to approve the Final 2024-2027 TIP as presented. Mr. Helbling seconded the motion and with Keli Berglund, Andy Zachmeier, Tim Helbling, Steve Schwab, and Chair Schmitz voting in favor, the motion was approved.

ATAC 2021 TRAVEL DEMAND MODEL (TDM) ADDENDUM AMENDMENT

Ms. Lukaszewski presented. Advanced Traffic Analysis Center (ATAC) is currently performing work on the MPO's TDM update. The MPO's contract with ATAC for this work is an addendum to the regular, master agreement it has with ATAC. The MPO is looking to amend the addendum with ATAC, as shown in Exhibit C. During the TDM update, ATAC goes through two phases of model development. The first phase is to develop the base year model, and the second is to perform model runs, analyzing how the transportation system might look in future years or under different conditions. The MPO is now in a position where, in support of the Metropolitan Transportation Plan (MTP) update, it is ready to perform a model run. The MPO does not yet have identified funding available to begin a new contract addendum with ATAC for the entirety of phase two. However, ATAC believes it can fit the first model run the MPO needs into the current addendum's budget. The MPO would therefore like to amend the current addendum with ATAC to allow for this additional work, and the additional time (through December 30, 2023) needed to perform it. There is no additional cost associated with this. TAC recommended approval of the amendment.

Mr. Schmitz asked when the original addendum expired, Ms. Lukaszewski indicated it was in the summer of 2023.

MOTION: Mr. Helbling made a motion to approve the ATAC 2021 TDM Addendum Amendment as presented. Ms. Berglund seconded the motion and with Keli Berglund, Andy Zachmeier, Tim Helbling, and Chair Schmitz voting in favor, and Steve Schwab voting against, the motion was approved.

ARRIVE 2050 FORECAST/ARRIVE 2050 MTP

Mr. Carbee provided an update for HDR. The Arrive 2050 Forecast portion of the project, which supports the MTP, is nearing completion. The final report for the Forecast will be forthcoming. For the MTP portion of the project, November 9 is the target date for the first round of public meetings. One of these will be held in Bismarck and one in Mandan. A Steering Committee meeting will be held a couple of weeks before the public meetings. HDR is also currently working on evaluating existing conditions and collecting data for the MTP.

2022 TRANSIT DEVELOPMENT PLAN (TDP)

Ms. Moore provided an update for SRF. They are in the final stages of putting together the final report for the TDP. The administrative draft was delivered to Bis-Man Transit and the MPO for review last week. The final review process for the TDP will include reviews by NDDOT, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). The TDP will then be shown to the Transit Board, the City Commissions for Bismarck and Mandan, and finally TAC and Policy Board. The plan is to have Policy Board consider accepting the TDP at its November meeting.

Mr. Schmitz asked what the draft TDP contains. Ms. Moore said the final report does not make recommendations, but it lays out the options for closing Bis-Man Transit's funding gap. Those options include raising revenue through various means, and the service alternatives that were evaluated along with their impact to operating costs and transit ridership and service.

2023 ORTHO-CONTOUR PROJECT

Ms. Lukaszewski provided an update. There was a Steering Committee meeting held recently for the project. 95West noted the orthophotography portion of the project is going well. Orthophotography is a picture of the MPO's land area, made up of hundreds of small pictures combined into one large shot. The photos are being processed in a timely manner. The lidar (land topography) portion of the project is experiencing some delays, due to some calibration that was needed at the beginning of the project. The late snowfall in the MPO area this year also has affected this portion of the project. 95West has been diligent about identifying snow piles and removing them from the lidar, but because there are so many, it has been time consuming. There are areas where further evaluation on site is required to make sure the lidar is accurate. Ms. Lukaszewski noted this project may require a short contract extension at the end of 2023. The MPO has authority to extend a contract by up to two months before board approval is needed; any extension will depend on how the project proceeds over the next couple of months. The MPO is happy with 95West's work on the project and will let the board know if an extension is needed.

OTHER BUSINESS**MPO Fall Director's Meeting Update**

Ms. Lukaszewski said the North Dakota MPOs recently met together with NDDOT, FHWA, and FTA. The MPOs interacted with a project NDDOT is leading in major cities statewide to evaluate Vulnerable Road Users (VRUs). VRUs are people like bicyclists, pedestrians, transit users, and disabled individuals. The study is looking at

locations where VRUs are experiencing conflicts with vehicles and examining ways to make these locations safer. The MPOs were each able to offer feedback on the work NDDOT's consultant has done on this study so far. The Bismarck-Mandan MPO area's VRU evaluation has primarily been focused on Bismarck.

NDDOT is looking to hire a software developer to create new software to assist in the developing of its State Transportation Improvement Program (STIP). The software will have components the MPO can use in the development and amending of its TIP, and it will also have components the cities and counties can use for their projects and communication with NDDOT. The timeline for this software update is still uncertain, but this is an exciting opportunity, and more information will be forthcoming.

The new Consolidated Planning Grant (CPG) formula was just finalized by NDDOT and approved federally. The new formula will distribute a base annual amount of \$400,000 to Fargo's MPO (since they are now a Transportation Management Area or TMA), and a base amount of \$300,000 to the MPOs in Minot, Grand Forks, and Bismarck-Mandan. The remainder of the CPG money will be distributed to the four MPOs based on population. Ms. Lukaszewski noted NDDOT has already indicated each MPO will be able to meet its planned 2024 work programs even with this formula change. The amount of CPG funds the Bismarck-Mandan MPO will receive in 2024 is still to be determined.

The federal government is now requiring 2.5% of CPG funds be spent on Complete Streets planning concepts. Statewide, this amounts to about \$50,000 per year, with Bismarck-Mandan needing to spend about \$15,000. Ms. Lukaszewski is meeting with the other MPO directors this week to determine how best to plan for this requirement. FHWA is allowing this 2.5% of CPG funding to also be eligible for a local match waiver, meaning local jurisdictions may possibly not have to provide the usual 20% local share for MPO work using that funding. The MPO directors will be evaluating this option as well, and more information will be forthcoming.

ADJOURNMENT

There being no further business, Chair Schmitz declared the meeting adjourned at 2:00 p.m.

The next scheduled meeting will take place October 17, 2023, at 1:30 p.m. in the Ed "Bosh" Froehlich Room in Mandan City Hall, 205 2nd Ave NW, Mandan.

Respectfully submitted,

Stephen Larson
Recording Secretary

APPROVED:

MPO Policy Board Chair

Bismarck-Mandan MPO

TIP 2024-2027 Amendment

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
MORTON	24.5.01	\$35,929	\$0	\$8,983 (Morton)	\$44,912	TAU

Project Description:

This amendment adds an RTP project to the TIP for a project at Valerie Entzel Memorial Park to create access to a trailside facility on Lewis and Clark Trail alongside Hwy 1806 in Morton County. The project will construct a gravel road to a gravel parking lot with handicapped parking, security lights, picnic tables and a shelter, trash receptacles, and park benches.

Consistency with the Bismarck-Mandan MPO Metropolitan Transportation Plan:

This project is consistent with the Arrive 2045 MTP, specifically goal 1A and 5C.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

Bismarck-Mandan MPO Policy Board Chair

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Bismarck-Mandan MPO

TIP 2024-2027 Amendment

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
Bismarck Parks & Rec District	24.7.01	\$181,122	\$0	\$45,280 (Bis Parks)	\$226,402	TAU

Project Description:

This amendment adds an RTP project to the TIP for the purchase of a Tucker-Terra Trail Groomer. The purchase will allow the Bismarck Parks and Recreation District to care for additional cross-country ski trails, as well as maintain the care of trails formerly groomed by the old equipment.

Consistency with the Bismarck-Mandan MPO Metropolitan Transportation Plan:

This project is consistent with the Arrive 2045 MTP, although it is not specifically addressed in the goals.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

Bismarck-Mandan MPO Policy Board Chair

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Bismarck-Mandan MPO

TIP 2024-2027 **Amendment**

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
Lincoln Park District	24.7.02	\$41,284	\$0	\$10,321 (Lincoln Park District)	\$51,605	TAU

Project Description:

This amendment adds an RTP project to the TIP for a new gravel trail connecting both Dolan Drive and 28th Avenue SE to the existing Moch Park dog park. The project was originally submitted by Lincoln Park District for another grant program outside of MPO channels, and was moved into the RTP by the North Dakota Parks and Recreation, which is why the MPO never received this project during its application phase.

Consistency with the Bismarck-Mandan MPO Metropolitan Transportation Plan:

This project is consistent with the Arrive 2045 MTP, specifically goal 5C.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

Bismarck-Mandan MPO Policy Board Chair

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Bismarck-Mandan MPO

TIP 2024-2027 Amendment

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	24.6.18	\$1,070,488 (old) \$1,777,776 (new)	\$119,972 (old) \$199,240 (new)	\$132,273 (old) \$219,668 (new)	\$1,322,733 (old) \$2,196,684 (new)	NHU

Project Description:

This project is for reconstruction and associated work at the Centennial Road/Bismarck Expressway Interchange at Exit 161. This amendment increases the cost estimates for the project, as noted above. The project is tied to projects 24.6.09 and 19, and the PCN is 22648.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2045 MTP.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

Bismarck-Mandan MPO Policy Board Chair

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Bismarck-Mandan MPO

TIP 2024-2027 Amendment

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	24.6.19	\$1,147,808 (old) \$2,061,071 (new)	\$0 (old) \$230,989 (new)	\$270,465 (old) \$262,605 (new)	\$1,418,273 (old) \$2,554,665 (new)	NHU

Project Description:

This project is for reconstruction and associated work at the Centennial Road/Bismarck Expressway Interchange at Exit 161. This amendment increases the cost estimates for the project, as noted above. The project is tied to projects 24.6.09 and 18, and the PCN is 22648.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2045 MTP.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

Bismarck-Mandan MPO Policy Board Chair

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2024
UNIFIED PLANNING WORK PROGRAM

Draft
October 2023

BISMARCK-MANDAN MPO

UNIFIED PLANNING WORK PROGRAM for 2024

Funding identified in the UPWP is provided by the following partners.

FHWA
FTA
NDDOT
City of Bismarck
City of Mandan
City of Lincoln
Burleigh County
Morton County
Bis-Man Transit

Document prepared by: Rachel Lukaszewski
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701-355-1852

USDOT Disclaimer: This document was prepared with federal funds but does not reflect the views or policies of the United States Department of Transportation.

THE SIGNATURE ON THE LINE THAT FOLLOWS CONSTITUTES THE OFFICIAL ADOPTION OF THE 2024 UNIFIED PLANNING WORK PROGRAM (UPWP) BY THE BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION (MPO). THE UPWP WAS ADOPTED ON _____.

MIKE SCHMITZ, CHAIRPERSON
BISMARCK-MANDAN MPO

DATE

BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
January 2024 through December 2024

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INTRODUCTION

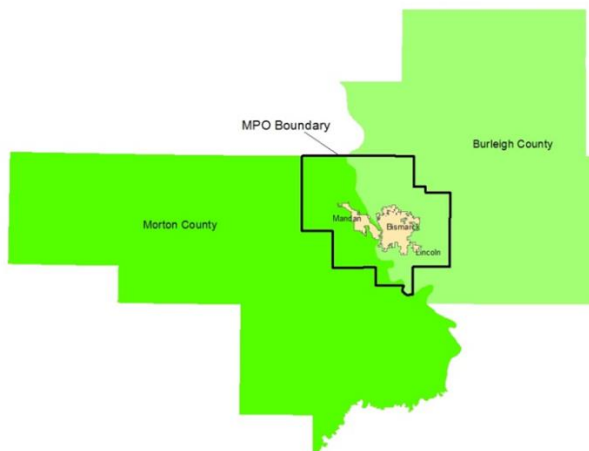
The Unified Planning Work Program (UPWP) is a description of the multi-modal transportation planning projects that will be conducted in the Bismarck/Mandan MPO area in calendar year 2024. This document is the foundation for requesting federal funds as well as a control tool for scheduling, budgeting and monitoring the transportation planning process.

The 2024 UPWP was developed with the input of the North Dakota Department of Transportation (NDDOT), Federal Transit Administration (FTA), and Federal Highway Administration (FHWA), Bismarck Transit and the jurisdictional partners of the MPO (Bismarck, Lincoln, Mandan, Burleigh County and Morton County). Also, public input from previous MPO studies was used to form the 2024 UPWP.

The 2024 UPWP is the MPO's budgeting action tool that takes the goals and projects from the active MPO Metropolitan Transportation Plan (*Arrive 2045*) and formats the chosen projects into a budgeting action plan.

It is hoped that this 2024 UPWP will not only provide the MPO with a very useful budgeting, scheduling and monitoring tool, but will also provide an understandable expectation of what the MPO will endeavor in 2024, with the public's help.

MPO BOUNDARY MAP



MPO STAFF

Rachel Lukaszewski: Executive Director/ Principal Transportation Planner
Kim Riepl: Transportation Planner
Stephen Larson: Transportation Specialist
Paulette Jacobsen: Part-Time Transportation/Transit Planner

PREVIOUS ACCOMPLISHMENTS

Since January 2023 the MPO has completed a Title VI audit and plan update and 17 TIP amendments (as of the updating of this document in August 2023). There have also been several projects completed. These projects include the East Main Avenue Corridor Study and the Sunset Drive Corridor Study, as well as a couple of projects completed in conjunction with ATAC.

UPWP NEW ADDITIONS

The 2024 UPWP is being prepared to address initial changes to the Consolidated Planning Grant and newly required annual Unified Planning Work Program contract. The Consolidated Planning Grant, as of 2024, will be divided amongst four MPOs with the inauguration of the Central Dakota MPO in Minot, ND. However, NDDOT has pledged to provide funding as previously approved for the 2024 year. Therefore, it is not anticipated the new CPG formula will be use until the development of the 2025 UPWP. In this transition year, NDDOT will increased monitoring of the UPWP spending as a way to ensure a timely opening and closing of the annual award.

The 2024 UPWP has been revised from its previous version as the 2023-2024 UPWP. The reader will note that the 2023 budgetary items have been blacked-out, and the Task 101 and 204 have been updated to reflect more accurate building rental fees and changes/encumbrances to the planned Transportation Planning Studies and Data Acquisitions. Closing tables have been updated to reflect these changes to the overall program.

SOURCE OF UPWP FUNDS

Funding identified in the UPWP is provided by the following partners. Federal funds are allocated under the Consolidated Planning Grant (CPG). State funds, when used, are provided thru allocation by the state legislature and/or NDDOT Local Government Division. Local funds are provided through local sales tax or mill levy. The columns below indicate the agency providing funding and the type of funding they provide.

FHWA (Fed)	City of Bismarck (Local)
FTA (Fed)	City of Mandan (Local)
NDDOT (Fed/State)	City of Lincoln (Local)
	Burleigh County (Local)
	Morton County (Local)
	Bis-Man Transit (Local)

FEDERAL PLANNING FACTORS

FHWA and FTA have encouraged MPOs to plan in a continuous, cooperative, and comprehensive manner, as well as to give prioritization to the federal planning factors in their project selection, strategies and services. (23 CFR 450.306(b)). The ten federal planning factors are listed below.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. 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;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;

9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

The MPO is committed to upholding these 10 factors in the planning process. This includes involving federal, state, and local input—including public input—into the development of planning studies through Title VI compliant public input plans, collection of ideas and direction from study steering committees, and sufficient time to review and comment before planning studies are adopted/accepted by the MPO boards and partner jurisdictions.

MTP/ FEDERAL PERFORMANCE GOALS AND UPWP PROJECTS

The 2020-2045 Metropolitan Transportation Plan (MTP) adopts the federal goals areas established through the MAP-21 and FAST Act legislation, which have now been replaced by the Infrastructure Investment and Jobs Act (IIJA):

1. Safety and Security
2. Infrastructure Conditions
3. Congestion Reduction
4. System Reliability for Freight Movement and Economic Vitality
5. Alternative Transportation Modes to Automobile Travel
6. Environmental Sustainability
7. Reduced Project Delay

Following is a table which identifies which MTP Goals are addressed by the 2024 UPWP identified Studies and Data.

MTP Goals

	1	2	3	4	5	6	7
Continuation of the Travel Demand Model and Socio-Economic Update/ 2025-2050 Metropolitan Transportation Plan Update)	x	x	x	x	x	x	x
Safe Routes to Services/ Complete Streets Study	x				x		
MPO Safety Policies Study	x		x	x			
Pavement Condition Collection		x		x			
Bike-Ped Origin-Destination Data Purchase from Streetlight					x		
Continuation of the 2023 Ortho-LiDAR Collection	x		x			x	

TIMELINE FOR METROPOLITAN TRANSPORTATION PLAN UPDATE

- 2021
- Develop RFP for a joint study: Travel Demand Model and Socio-Economic Update (TDMSE) **AND** the 2025-2050 Metropolitan Transportation Plan [1-2Q]
 - Purchase Socio-Economic Data (Household and Employment Estimates) [2-3Q]
 - IF NEEDED: ‘Clean-Up’ Socio-Economic Data [3-4Q]

- Update the Traffic Analysis Zone (TAZ) Structure and roadway network to reflect current conditions [3-4 Q]
- 2022
- Purchase Origin-Destination Data to be used to calibrate the updated TDM [3Q]
 - Execute the Travel Demand Model and Socio-Economic Update (TDMSE) [3Q]
 - Assess the need for additional data for the MTP and TDM [3-4Q]
 - Determine Forecast Methodology and Growth Scenarios [3-4Q]
 - Develop the baseline population and employment estimates and the 2045 projections [3-4Q]
 - Allocate future residents and employees by TAZ (2035-2045 mid, 2045-2050 long) [4Q]
 - Review the current Travel Demand Model [3-4Q]
 - ATAC updates Travel Demand Model (TDM) [4Q]
- 2023
- ATAC updates Travel Demand Model (TDM) [1Q]
 - Begin 2025-2050 MTP update [2Q]
- 2025
- Adoption of 2025-2050 MTP [1Q]

2021 PLANNING EMPHASIS AREAS

In 2021, FHWA and FTA jointly issued updated Planning Emphasis Area (PEAs). It is the federal government's priority that these PEAs be incorporated into the MPO's UPWP and inform planning processes. The updated PEAs include:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
- Equity and Justice⁴⁰ in Transportation Planning
- Complete Streets
- Public Involvement (specifically, Virtual Public involvement)
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- Federal Land Management Agency (FLMA) Coordination
- Planning and Environment Linkages (PEL)
- Data in Transportation Planning

The 2024 UPWP highlights multiple PEAs. Both **equity** and **complete streets** will be addressed by planning studies (Task 204) which are programmed for 2024. This specifically includes the continuation of the 2021 TDMSE/ 2050 MTP and the Safe Routes to Services/ Complete Streets Study. All planning studies also provide an opportunity to look more closely at **planning and environmental linkages**. Items regarding **climate crisis** and **data in transportation planning** can be addressed through the continuation of the 2021 TDMSE/ 2050 MTP in 2024. Additionally, coordination with the **Strategic Highway Network (STRAHNET)/ US Department of Defense (DOD)** and **Federal Land Management Agency (FLMA)** may be possible through distribution of the TIP (Task 205) to State and Federal partners during Draft TIP consideration. Finally, all MPO studies and projects provide opportunity incorporate **virtual public involvement (VPI)** into our public outreach efforts.

An additional planning emphasis area—highlighted under the IIJA legislation—is to promote **safe and accessible transportation options**. This requires 2.5% of the MPO’s CPG funds to be used toward evaluation of complete streets elements, safety, and equity. The MPO will meet this requirement through staff time and expenditures attributed to the Bike-Ped Subcommittee as well as select transportation planning studies. For a typical MPO calendar year, this 2.5% is estimated to be \$13,550.

UPWP AMENDMENT THRESHOLD

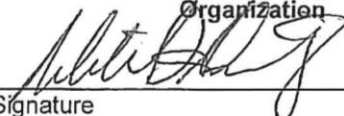
The MPO can move funding between tasks to an amount up to 10% of the total cumulative yearly amount, without North Dakota Department of Transportation (NDDOT) and Federal Highway Administration/Federal Transit Administration (FHWA/FTA) approval. Funding added to a planning study or data acquisition already under contract, new tasks or projects, or budgetary changes in excess of 10% (cumulative yearly amount) will continue to require NDDOT and FHWA/ FTA approvals of amendments to the UPWP. In addition, the MPO must advise the NDDOT and FHWA/FTA of any budgetary changes within the 10% limits described above.

TRANSPORTATION PLANNING PROCESS SELF CERTIFICATION STATEMENT

The Bismarck-Mandan Metropolitan Planning Organization (BMMPO) hereby certifies that it is carrying out a continuing, cooperative, and comprehensive transportation planning process in accordance with the applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR Part 450;
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 11101(e) of the IIJA (Pub. L. 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Bismarck-Mandan Metropolitan Planning
Organization


Signature

Policy Board Chair
Title

6/20/23
Date

North Dakota Department of Transportation


Signature

Local Government Engineer
Title

7/21/2023
Date

BISMARCK-MANDAN MPO ACTIVITIES SUPPORTING TITLE VI AND ENVIRONMENTAL JUSTICE

The MPO recognizes Title VI and Environmental Justice requirements as they relate to the planning process. The requirements directly affect such elements within the planning process including, but not limited to, plan development, public involvement, and project management decisions.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The Bismarck-Mandan MPO Policy Board approved changes to the MPO’s Title VI and Non-Discrimination/ADA Plan in July 2023. This document provides policies prohibiting discrimination on the basis of race, color, or national origin. The Title VI/ADA Coordinator is identified within the Title VI Plan and contact information is also provided.

There is also a section within the document which provides information, forms and instructions relative to filing complaints in the event any individual feels he/she has been discriminated against in the MPO’s programs or processes.

The Title VI and Non-Discrimination/ADA Plan is subject to annual audits performed by the Title VI/ADA Coordinator in conjunction with MPO staff to assess the program’s effectiveness at all levels and to ensure continued compliance with Title VI requirements. The audits are completed each year by March 31 for the reporting period running July 1 to June 30. Remedial actions are taken within 90 days of the audit, and approval of plan updates typically occurs in July.

The Title VI and Non-Discrimination/ADA Plan contains a section which includes a list of MPO staff and appointed positions within the MPO, including the Technical Advisory Committee and Policy Board. It identifies how each position is appointed and details the responsibilities of each as it relates to Title VI.

Additionally, training programs for all MPO employees on Title VI and other related statutes are conducted annually, and will consist of, minimally, one hour of training per reporting period.

Bismarck-Mandan MPO maintains maps within the Title VI and Non-Discrimination/ADA Plan indicating high concentrations of minority, low-income, and elderly and limited English proficiency populations for consideration in planning and programming activities.

Finally, the Bismarck-Mandan MPO also includes appropriate FTA Federal Clauses, and “Title VI Assurances”, which contain language prohibiting discrimination of groups identified in the Civil Rights Act of 1964, within all of the Request for Proposals (RFPs) and contracts for all studies solicited by Bismarck-Mandan MPO.

Environmental Justice

Executive Order 12989, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.

Bismarck-Mandan MPO’s Public Participation Plan, originally adopted May 2010, requires the evaluation of adverse impacts through MPO activities to “Environmental Justice” groups

including low-income and minority populations. The MPO maintains maps with high concentrations of minority, low-income, limited English proficiency, and elderly populations for consideration in planning and programming activities. These maps are included in the Title VI and Non-Discrimination/ADA Plan, the 2020-2045 Long Range Transportation Plan (the Metropolitan Transportation Plan, or MTP, updated every five years), and the Transportation Improvement Program (updated annually). The socio-economic data used to maintain the maps is utilized in a variety of applications, including MPO studies and the production and updating of the Bismarck-Mandan Metropolitan Planning Organization Monitoring Report.

Further, the MPO seeks the active participation of Environmental Justice populations in the planning process as identified in the Public Participation Plan. The document indicates that meeting facilities should be accessible to mobility impaired individuals and meetings should be scheduled at various times to accommodate various work schedules. Contact information for the Title VI/ADA Coordinator is provided within the Title VI Plan and is also provided on MPO meeting agendas and on the MPO webpage to ensure accessibility by individuals with disabilities to request appropriate provisions, auxiliary aids, or services for meeting facilities or materials. Forms, along with complete instructions, to request reasonable accommodations and processes for filing of complaints about violations are also provided.

Bismarck-Mandan MPO maintains a database of approximately 220 transportation stakeholders within the Bismarck-Mandan Metropolitan Planning Area (MPA). The stakeholders are sent notification and/or draft copies of various studies and programs including, but not limited to, the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and newsletter updates (as available) which provide information on MPO activities. A variety of organizations representing low-income, minority, and elderly agencies and advocacy groups are on the MPO stakeholder list.

Bismarck-Mandan MPO continues to increase accessibility to its programs and activities by all applicants, participants, and members of the public regardless of race, color, national origin, sex, age, disability, or income status and has recently installed display racks containing the Title VI and Non Discrimination/ADA Plan, the Title VI Policy Statement, LEP Plan, ADA reasonable accommodations request forms, Title VI complaint forms and procedures, and newsletters (when available) at the entrances of the MPO work site. Additionally, forms, documents, meeting information, and study updates are made accessible via social media using Facebook to link to the MPO webpage. Copies of adopted programs and plans, such as the TIP and the MTP, as well as final reports of adopted MPO studies are made available through the public libraries in both Bismarck and Mandan.

ADMINISTRATION

100

101 ADMINISTRATION, COORDINATION & TRANSPORTATION PERFORMANCE MANAGEMENT 2024

Objective:

The MPO manages and coordinates the accounts, records, agreements, and administration of contracts for the Unified Planning Work Program and the Bismarck-Mandan Metropolitan Planning Organization. This task provides the necessary coordination and communications between the various agencies in the Bismarck-Mandan Metropolitan area and provides for citizen information and involvement. This task uses Transportation Performance Management processes and follows performance-based planning and programming practices.

Present Status:

The Bismarck-Mandan Metropolitan Planning Organization (MPO) is presently staffed with an Executive Director, a Transportation Planner, a part-time Transit/Transportation Planner, and a Transportation Specialist, who are responsible for coordinating MPO activities with the various entities within the boundaries of the MPO, which represents the MPO's operational and technical agencies. Work accomplished under this task in 2023 included reporting and billing activities and preparations for and attendance at the Technical Advisory Committee (TAC) and MPO Policy Board Meetings.

Proposed Work:

Compile and maintain records of MPO work in progress as performed by individual consulting companies and submit them to the North Dakota Department of Transportation. Prepare monthly billings for MPO activities in progress as outlined in the Unified Planning Work Program and receive and disburse funds received for these MPO activities.

The MPO provides liaison activities to the MPO's membership including preparation of agendas and minutes, scheduling, and attendance at Technical Advisory Committee (TAC) and MPO Policy Board meetings. The MPO also takes leadership in the development and management of general transportation and data acquisitions, as well as administration of general office activities.

Products:

Products of the MPO include formal meetings of the MPO Policy Board and Technical Advisory Committee (TAC) and submission of billings and monthly activity summaries, as well as coordination and management of all MPO accounts and records.

In addition to the general administration and management of office, the MPO staff provide project management for various general planning studies and data acquisitions each calendar year.

Completion Date:
Ongoing Activity.

Estimated Expenditures:

		<u>2024</u>
General Staff Administration of MPO Program*		\$249,010
Office Space Rental/ Parking		27,088
Office Equipment and Supplies		2,000
Telephone Service		600
Mileage (Local)		500
Postage		750
Printing		1,200
Direct Miscellaneous Costs		1,000
TOTAL		282,148

Proposed Source of Funds:

CPG (80% or less)		225,718
Local (20% or greater)		56,430
TOTAL		282,148

* Staff includes 3 full-time members (1 Executive Director, 1 Transportation Planner, 1 Transportation Specialist) and 1 part-time member (Transit/Transportation Planner)

**101 ADMINISTRATION, COORDINATION & TRANSPORTATION
PERFORMANCE MANAGEMENT**

100.101.00

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan		0		
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	282,148	225,718	56,430	
Mandan		0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	282,148	225,718	56,430	

102 TRAINING/TRAVEL AND EDUCATION 2024

Objective:

To provide MPO support staff with appropriate skills to carry out the comprehensive, continuing and coordinated Transportation Planning Process.

Present Status:

Training activities undertaken during 2023 were virtual only (as of this document's update in October 2023).

Proposed Work:

The MPO will encourage staff attendance at selected national/local short courses, seminars, and conferences. The MPO will work with other MPOs, FHWA, FTA and the NDDOT to develop and support local training programs.

Products:

To foster a more informed, capable, and efficient staff.

Completion Date:

Ongoing Activity.

Estimated expenditures:

		<u>2024</u>
Associated Training Costs		\$3,500
Transportation and Lodging		8,800
Books/Subscriptions/Dues of		2,400
Transportation Planning Material		
and Organizations		
Mileage (Non-local)		500
Meals		1,500
TOTAL		16,700

Proposed Source of Funds:

CPG (80%)		13,360
Local (20%)		3,340
TOTAL		16,700

100.102.00**102 TRAINING, EDUCATION & ASSOCIATED TRAVEL**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	16,700	13,360	3,340	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	16,700	13,360	3,340	

103 UNIFIED PLANNING WORK PROGRAM DEVELOPMENT 2024

Objective:

To prepare a Unified Planning Work Program (UPWP) for the Bismarck-Mandan Metropolitan Planning Organization and any subsequent UPWP amendments.

Present Status:

The Bismarck-Mandan Metropolitan Planning Organization has operated under a unified work program for the past thirty-six years.

Proposed Work:

The 2025-2026 Unified Planning Work Program will be developed by the MPO staff, with assistance from the Planning and Engineering departments of the cities of Bismarck, Mandan, Lincoln, and Burleigh and Morton counties, as well as being offered for review and input by local citizen groups as required under the Infrastructure Investment and Jobs Act (IIJA) regulatory requirements. Maintenance of the 2024 UPWP will be provided by the MPO staff.

Products:

2025-2026 UPWP and Amendments to the 2024 UPWP.

Completion Date:

Preliminary Draft: October 2024
Final UPWP: October 2024

Estimated Expenses:

Development of UPWP and Amendments	[REDACTED]	<u>2024</u> \$3,837
TOTAL	[REDACTED]	3,837

Proposed Source of Funds:

CPG (80%)	[REDACTED]	3,070
Local (20%)	[REDACTED]	767
TOTAL	[REDACTED]	3,837

100.103.00**103 UNIFIED PLANNING WORK PROGRAM**

(All Amounts in Dollars \$)

YEAR 2023

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	3,837	3,070	767	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	3,837	3,070	767	

104 COMPUTER ENHANCEMENTS AND SOFTWARE 2024

Objectives:

To enhance the MPO's capabilities to monitor transportation data traffic forecasting, and traffic operations. To overall improve MPO staff's ability to provide analysis, communication, and distribute applicable transportation related data. To keep staff informed on pertinent transportation issues. To build and furnish reports to satisfy FHWA, FTA, and NDDOT reporting requirements.

Present Status:

During 2023 the Bismarck-Mandan MPO used computers and associated software to aid the transportation planning efforts of Bismarck, Mandan, Lincoln, Morton County and Burleigh County within the MPO area.

Proposed Work:

To provide computer hardware and software aid to the transportation planning efforts of the MPO.

Products:

To provide the MPO with effective administration, data processing, and analytical tools for transportation planning.

Completion Date:

Ongoing Activity.

Estimated Expenditures:

		<u>2024</u>
Computers and Misc. Hardware		\$3,000
Computer Software		3,200
TOTAL		6,200

Proposed Source of Funds:

CPG (80%)		4,960
Local (20%)		1,240
TOTAL		6,200

100.104.00**104 COMPUTER ENHANCEMENTS & SOFTWARE**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	6,200	4,960	1,240	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	6,200	4,960	1,240	

105 TRANSIT SYSTEM ADMINISTRATION AND LIAISON 2024

Objective:

To provide technical assistance and coordinated transportation planning to Bis-Man Transit. Support the City of Bismarck and Bis-Man Transit in maintaining State and Federal requirements, promoting community use of the transit system, and implementing recommendations of the Transit Development Plan.

Present Status:

Facilitate interaction between the City of Bismarck and Bis-Man Transit, including updates to the contract, reporting to FTA, assisting with communication to the City Commission, and planning for the preparation and administration of Transit grants.

Proposed Work:

To maintain grant maintenance and control functions. To act as a liaison between FTA, the City of Bismarck, and Bis-Man Transit regarding FTA and NDDOT grant applications, reports and meetings. To adhere to federal performance measures requirements pertaining to Transit operations within the MPO. Update member jurisdictions of transit developments at TAC and Policy Board Meetings. Activities also include aiding Transit during the FTA Triennial Review, expected to begin in 2024.

Products:

Prepare grants pertaining to Operations, Bus and Bus Facilities, and Mobility of Seniors and Persons with Disabilities, along with all the associated reporting. Maintenance of appropriate FTA records on behalf of the City of Bismarck and Bis-Man Transit. Completion of the Triennial Review.

Completion Date:

Ongoing.

Estimated Expenditures:

Transit Liaison and Administration		<u>2024</u> \$33,634
TOTAL		33,634

Proposed Source of Funds:

CPG (80%)		26,907
Local (20%)		6,727
TOTAL		33,634

100.105.00**105 TRANSIT SYSTEM ADMINISTRATION**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	33,634	26,907	6,727	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	33,634	26,907	6,727	

TRANSPORTATION PLANNING

200

201 SUBCOMMITTEES
 (Bis-Man MPO Bicycle-Pedestrian Subcommittee and Freight Advisory Committee)
2024

Objective:

To further recommendations of the Bicycle-Pedestrian Plan and Freight Plan using engaged local partners and community members. Coordinated by MPO staff and allowed to enhance transportation needs and MPO objectives related to alternative modes of transportation and/or freight.

Present Status:

The MPO's Bicycle-Pedestrian Subcommittee meets several times a year. They evaluate and prioritize the TA applications for consideration by TAC and Policy Board. A Freight Advisory Committee has not yet formed but may form in the future.

Proposed Work:

During the 2024 calendar year, Bicycle-Pedestrian Subcommittee will review and critique TA applications to improve the applications and make them more competitive in the statewide selection. The Subcommittee will subsequently score and prioritize the applications for consideration by TAC and Policy Board. Finally, the Subcommittee will pursue special projects in an ad-hoc manner as the group's interests align with the Bicycle-Pedestrian Plan.

Products:

The Bicycle-Pedestrian Subcommittee will help create improved TA applications which also align with local, state and federal performance measures. They will also compile a list of TA prioritized projects to be considered by the MPO TAC and Policy Board.

Completion Date:

Ongoing Activity.

Estimated Expenditures:

		<u>2024*</u>
Staff Coordination		\$1,991
Ad Hoc Activities		2,500
TOTAL		4,491

Proposed Funding Sources:

CPG (80%)		3,593
Local (20%)		898
TOTAL		4,491

*Approximately 40% of Staff Coordination contributes toward the 2.5% spending requirement for Safe and Accessible Transportation Options. This equals approximately \$800 for calendar year 2024.

200.201.00**201 SUBCOMMITTEES****BICYCLE- PEDESTRIAN SUBCOMMITTEE and FREIGHT ADVISORY COMMITTEE**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	4,491	3,593	898	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	4,491	3,593	898	

202 MONITORING AND REPORTING 2024

Objective:

To continually monitor trends of the Bismarck-Mandan Metropolitan area transportation system through the development of a Surveillance and Monitoring Report.

Present Status:

The Bismarck-Mandan MPO monitors transportation trends for significant transportation modes for a variety of reasons including, but not limited to, performance measures, transportation modeling, and other transportation planning related efforts. An annual surveillance and monitoring report was developed to share these trends with local partners and the community. Due to MPO staff reduction in 2019, there has been very little work done in this area since 2018. The plan is to resurrect and update the monitoring and reporting data 2024 and continue to monitor transportation, socio-economic, and related trends to assist in the transportation planning process.

Products:

The MPO updates the Surveillance and Monitoring report on a rolling basis. This report monitors transportation, socio-economic, and related trends to assist in the transportation planning process.

Completion Date:

Ongoing activity.

Estimated Expenditures:

		<u>2024</u>
Staff Update of Surveillance and Monitoring Report		\$6,877
TOTAL		6,877

Proposed Funding Sources:

CPG (80%)		5,502
Local (20%)		1,375
TOTAL		6,877

200.202.00**202 MONITORING AND REPORTING**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	6,877	5,502	1,375	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	6,877	5,502	1,375	

203 STAFF RELATED TDM 2024

Objective:

To routinely update and maintain the Travel Demand Model (TDM), through coordination with Advanced Traffic Analysis Center (ATAC), direct MPO staff efforts, and a consultant-led Model Review and Socio-Economic Projections effort.

Present Status:

The TDM update was completed in 2023. The TDM was reviewed through the Model Review and Socio-Economic Projection Project, which also includes projection and allocation of future households and employment centers. This effort occurred in coordination with local jurisdictions and approval of the TAC and Policy Boards and will feed directly into the ongoing Metropolitan Transportation Plan update.

MPO staff will annually update ATAC on roadway network expansions, with the release of the 'Status of Projects Report' for the annual Transportation Improvement Program.

A routine update of the population and employment data, by traffic analysis zones (TAZ), will be performed using building permits issued by local units of government, Census and American Community Survey data, and other purchased data. The updated population and employment data may be reviewed to determine if there are significant differences in growth patterns from those projected.

Products:

The Travel Demand Model was updated in 2023. MPO staff efforts will include, but are not limited to, review of census data and/or other acquired data (i.e. origin-destination data, socio-economic data), coordination with local jurisdiction on revisions to current and future land use, revaluation and adjustment (if needed) of the TAZ network, annual notification to ATAC of roadway network expansion, and coordination of and management of the contracted Socio-Economic and Projections Project.

Completion Date:

The development of the next TDM was completed in 2023, as part of the TDMSE/MTP Study update. Amendment, revision, or data preparation are an ongoing activity.

Estimated Expenditures:

Staff Related TDM



2024
\$4,262

TOTAL



\$4,262

Proposed Funding Sources:

CPG (80%)



3,410

Local (20%)



852

TOTAL



4,262

200.203.00**203 STAFF RELATED TDM**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	13,054	10,443	2,611	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	4,262	3,410	852	
Mandan		0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	4,262	3,410	852	

204 PLANNING STUDIES/ DATA ACQUISITION 2024

Objective:

To provide for studies of specific transportation concerns that may have an impact on the MPO's Transportation Plan, Transportation Improvement Program or MPO planning process.

Present Status:

At the request of the MPO and based on needs identified in the 2020-2045 Long Range Transportation Plan, local jurisdictional partners and MPO staff brought forward recommendations for transportation-related planning studies. Projects were discussed by the jurisdictions. Preferred projects were allocated funds within the MPO's allowance and have been approved by the TAC and Policy Board.

Proposed Work:

The proposed work will be completed by consulting or data collection firms. Calendar year 2024 studies and data include the Travel Demand Model and Socio-Economic Update/ 2025-2050 Metropolitan Transportation Plan Update, Safe Routes to Services/ Complete Streets Study, MPO Safety Policies Study, and the Ortho-LiDAR Collection.

New studies that will commence in 2024 will be the following: MPO Safety Policies Study.

The MPO will pursue data acquisitions for the following efforts in 2024: Pavement Condition Collection, Bike-Ped Origin-Destination Data Purchase from Streetlight (for the Safe Routes to Services Study).

Products:

The studies and data collections programmed for 2024 are:

- Travel Demand Model and Socio-Economic Update/ 2025-2050 Metropolitan Transportation Plan Update)*
- Safe Routes to Services/ Complete Streets Study*
- MPO Safety Policies Study
- Pavement Condition Collection
- Bike-Ped Origin-Destination Data Purchase from Streetlight
- Encumbrance of the 2023 Ortho-LiDAR Collection

Completion Date:

While projects are scheduled to be completed in 2024, not all projects may be completed in the year indicated. This may cause some projects to carry over into the 2025-2026 UPWP.

*These activities may contribute toward the 2.5% spending requirement for Safe and Accessible Transportation Options. The primary contributor will be the Safe Routes to Services/ Complete Streets Study, and this amount will be between \$29,025 - \$44,205 as determined by the contract.

Estimated Expenditures:

		<u>2024</u>
Planning Studies	[REDACTED]	\$695,000
Routine Data Acquisitions	[REDACTED]	128,000
TOTAL	[REDACTED]	823,000

Proposed Source of Funds:

CPG (80%)	[REDACTED]	658,400
Local (20%)	[REDACTED]	164,600
TOTAL	[REDACTED]	823,000

200.204.00**204 TRANSPORTATION PLANNING STUDIES and DATA ACQUISITIONS***(Data acquisitions on next page; All Amounts in Dollars \$)***YEAR ----**

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	PROJECT PARTICIPATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other*	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	PROJECT PARTICIPATION
Bismarck	417,000	333,600	83,400	A,B,C,D,E,F
Mandan	171,000	136,800	34,200	A,B,C,D,E,F
Morton County	13,375	10,700	2,675	A,B,E,F,G
Burleigh County	80,250	64,200	16,050	A,B,E,F,G
Lincoln	13,375	10,700	2,675	A,B,E,F,G
Other	0	0	0	
TOTAL	695,000	556,000	139,000	

PLANNED STUDIES

A---ATAC Annual Fee (\$10,000) - yearly

B---Study Associated Modeling (\$25,000)

C---Safe Routes to Services/ Complete Streets Study (\$100,000) - 2024

D---Safe Routes to Services/Complete Streets Study (\$60,000) - **Encumbered from 2023**

E---Travel Demand Management and Socio-Economic Study (TDMSE)/ 2025-2050 Metropolitan Transportation Plan (MTP) (\$215,000) - 2024

F---Travel Demand Management and Socio-Economic Study (TDMSE)/ 2025-2050 Metropolitan Transportation Plan (MTP) (\$105,000) - **Encumbered from 2023**

G---MPO Safety Policies Study (\$180,000) - 100% in 2024

200.204.00**DATA ACQUISITIONS**

(All Amounts in Dollars \$)

YEAR 2023

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	PROJECT PARTICIPATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	PROJECT PARTICIPATION
Bismarck	76,810	61,448	15,362	2, 3, 4
Mandan	22,870	18,296	4,574	2, 3, 4
Morton County	7,000	5,600	1,400	3, 4
Burleigh County	21,140	16,912	4,228	3, 4
Lincoln	180	144	36	
Other	0	0	0	
TOTAL	128,000	102,400	25,600	

Data Procurement	Cycle	Last Collection	Next Collection	Estimated Cost
1 - Socio-Economic Data	5 years	2021	TBD	4,000
2 - Origin-Destination Data	5 years	2022	2024	10,000
3 - Ortho/LiDAR Collection (Encumbered from 2023)	3 years	2020	2023/2024	18,000
4 - Pavement Management	3-5 years	2020	2024	100,000
5 - Traffic Counting	Ad Hoc	2022	TBD	100,000

205 TRANSPORTATION IMPROVEMENT PROGRAM 2024

Objective:

Prepare Transportation Improvement Program (TIP) in summer of 2024, as well as subsequent TIP amendments that comply with the Infrastructure Investment and Jobs Act (IIJA) regulatory requirements. Submit amendments to the North Dakota Department of Transportation.

Present Status:

A TIP has been prepared and approved nearly every year since 1983. The MPO has an approved 2024-2027 TIP.

Proposed Work:

MPO staff will develop a TIP in summer 2024 that meets the requirements of the Infrastructure Investment and Jobs Act (IIJA). The TIPs will have projects that were prioritized and approved through coordination between the MPO, its member jurisdictions, and NDDOT. Starting in 2020, projects will be compliant with the updated performance-based 2020-2045 MTP. All MPO TIP projects will be financially constrained.

Product:

The 2025-2028 TIP, and amendments to the 2024-2027 TIP.

Completion Date:

Priority List Submission: December 2023

Draft TIP: July 2024

Final TIP: August 2024

Estimated Expenditures:

TIP Development, Implementation, and Amendments		<u>2024</u> \$12,103
TOTAL		12,103

Proposed Source of Funds:

CPG (80%)		9,682
Local (20%)		2,421
TOTAL		12,103

200.205.00**205 TRANSPORTATION IMPROVEMENT PROGRAM**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	12,103	9,682	2,421	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	12,103	9,682	2,421	

206 METROPOLITAN TRANSPORTATION PLAN 2024

Objective:

To define, identify and prioritize the transportation needs of the Bismarck-Mandan area by creating a fiscally constrained, performance-based Metropolitan Transportation Plan. The MTP should be developed in coordination with the public, stakeholders, jurisdictional partners, and state and federal oversight, and be compliant with the Infrastructure Investment and Jobs Act (IIJA) legislation.

Present Status:

The active 2020-2045 MTP (Metropolitan Transportation Plan), *Arrive 2045*, was adopted in February 2020 and addressed the concerns of public and local partners regarding the transportation network and major modes of transportation. The MTP identifies which alternatives are available and feasible to implement, that will allow the metropolitan area to improve through 2045. An update of the TDMSE/ 2050 MTP began in Summer 2022. Work will continue on this update through Spring 2025.

Proposed Work:

Staff hours will be allocated to the 2050 MTP update in 2024. Some staff time has been allocated for amendments to the 2020-2050 MTP, if they are needed.

Products:

A performance-based Metropolitan Transportation Plan that can guide the MPO and partner agencies in 2025 and beyond.

Completion Date:

March 2025

Estimated Expenditures:

Staff Coordination for MTP		<u>2024</u> \$14,097
TOTAL		14,097

Proposed Source of Funds:

CPG (80%)		11,278
Local (20%)		2,819
TOTAL		14,097

200.206.00**206 METROPOLITAN TRANSPORTATION PLAN**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	14,097	11,278	2,819	
Mandan		0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	14,097	11,278	2,819	

PROGRAM IMPLEMENTATION

300

301 GIS/IT DEVELOPMENT AND IMPLEMENTATION 2024

Objective:

The Bismarck-Mandan Metropolitan Planning Organization (MPO) uses an MPO Geographic Information System (GIS) that provides access to a common digital geographic database for land use planning, zoning activities, traffic analysis, and other related activities.

The MPO also presently has four computers. The MPO at times requires technical help from City of Bismarck professionals to maintain and aid the MPO in its computer use and applications.

Present status:

Presently the following has been developed in GIS: MPO and Transportation Study information and data, Bismarck/Mandan Bike Trails, MPO TIP project and development maps, functionally classified roadways within the MPO area, digital aerial photographs and aerial contours.

NOTE: The City of Bismarck lacks an indirect cost plan and therefore cannot charge the MPO for these activities. This task will be \$0 until there are mechanisms to charge the MPO.

Proposed Work:

To continue to provide valuable map data and imagery concerning MPO projects in conjunction with all the partner entities. To assist MPO in census, transit, roadway, and bridge imagery, and other projects as needed.

Product:

The computer aided and generated products Geographic Information System (GIS) for Bismarck-Mandan Area MPO. The products generated by GIS usage benefit the MPO a great deal.

Estimated Expenditures:

GIS Production		<u>2024</u> \$0
TOTAL		\$0

Proposed Source of Funds:

CPG (80%)		\$0
Local (20%)		\$0
TOTAL		\$0

300.301.00**301 GIS PROGRAM**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

302 CITIZEN PARTICIPATION PROGRAM 2024

Objective:

To establish procedures and plan that provide for citizen input into the planning process as part of the development of the following: the MPO's Metropolitan Transportation Plan, the UPWP, the TIP, the DBE Program, and the Public Participation Plan. The MPO will use this process to identify community issues regarding transportation planning and will consider these issues when developing programs within the MPO's planning area. This task also provides funds for newspaper advertisements that notify the public of public hearings.

Present Status:

As stipulated in the Infrastructure Investment and Jobs Act (IIJA), the UPWP, the DBE Program, the Public Participation Plan (PPP), the Metropolitan Transportation Plan, and the TIP will receive public review at various levels during the development and update processes by the MPO.

Proposed Work:

To provide a citizen input forum for the MPO operational functional tools of TIP, UPWP, DBE Program, and the Metropolitan Transportation Plan (MTP), and applicable transportation studies as prescribed by the Infrastructure Investment and Jobs Act (IIJA), utilizing the Public Participation Plan.

Product:

Ongoing program.

Completion Date:

The Public Participation Plan was updated in 2023. Payments for advertisements is an ongoing activity.

Estimated Expenditures:

Advertising		<u>2024</u>
Evaluation and Update of Public Participation Plan		\$5,750 0
TOTAL		5,750

Proposed Source of Funds:

CPG (80%)		4,600
Local (20%)		1,150
TOTAL		5,750

300.302.00**302 CITIZEN PARTICIPATION**

(All Amounts in Dollars \$)

YEAR ----

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	0	0	0	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	0	0	0	

YEAR 2024

MPO ENTITY	TOTAL	FED 80%	LOCAL 20%	EXPLANATION
Bismarck	5,750	4,600	1,150	
Mandan	0	0	0	
Morton County	0	0	0	
Burleigh County	0	0	0	
Lincoln	0	0	0	
Other	0	0	0	
TOTAL	5,750	4,600	1,150	

COST SUMMARIES APPENDIX

FY 2024

**Unified Planning Work Program
Staff Allocation of Hours by Task
2024**

	PT Time Planner	Planner	Executive Director	Transportation Specialist
101: Administration, Coordination and Transporting Performance Management	1126	1530	1530	1730
102: Training, Travel, and Education	0	0	0	0
103: UPWP	0	30	40	10
104: Computer Enhancement and Software	0	0	0	0
105: Transit System Administration and Liaison	200	210	200	200
201: Subcommittees	0	50	0	0
202: Monitoring and Reporting	100	50	10	30
203: Staff Related TDM	0	50	20	30
204: MPO and Local Planning Studies/ Data Acquisition	0	0	0	0
205: Transportation Improvement Program	30	90	80	80
206: Metropolitan Transportation Plan	0	70	200	0
301: GIS Program	0	0	0	0
302: Citizen Participation	0	0	0	0
TOTAL	1456	2080	2080	2080

2024 Unified Planning Work Program Summary By Task
(All Amounts in Dollars \$)

Task	Funding Year 2024								
	Total	Federal	Local	Bismarck	Mandan	Morton	Burleigh	Lincoln	Other
101	282,148	225,718	56,430	56,430	0	0	0	0	0
102	16,700	13,360	3,340	3,340	0	0	0	0	0
103	3,837	3,070	767	767	0	0	0	0	0
104	6,200	4,960	1,240	1,240	0	0	0	0	0
105	33,634	26,907	6,727	6,727	0	0	0	0	0
201	4,491	3,593	898	898	0	0	0	0	0
202	6,877	5,502	1,375	1,375	0	0	0	0	0
203	4,262	3,410	852	852	0	0	0	0	0
*204	823,000	658,400	164,600	98,762	38,774	4,075	20,278	2,711	0
205	12,103	9,682	2,421	2,421	0	0	0	0	0
206	14,097	11,278	2,819	2,819	0	0	0	0	0
301	0	0	0	0	0	0	0	0	0
302	5,750	4,600	1,150	1,150	0	0	0	0	0
	1,213,099	970,479	242,620	176,782	38,774	4,075	20,278	2,711	0

*Includes Carryover Funding from 2023 into 2024:

	Total	Federal	Local	Partner
Safe Routes to Services/ Complete Streets Study	60,000	24,000	12,000	Bismarck/ Mandan
TDMSE/ MTP	105,000	84,000	21,000	All
Ortho-LiDAR Collection Encumbrance	18,000	14,400	3,600	All

Estimated CPG Funds Available for 2024 UPWP			
Year	CPG Grant	Est. CPG Available 1/1/2024	Est. CPG Remaining 12/31/2024
2023	Encumbered	183,000	0
2024	886,128 (Est.)	1,030,099	0
TOTAL		1,213,099[^]	0

[^]2024 funding needs are anticipated to be more than the 2024 CPG formulary grant. NDDOT has indicated that additional funds will be made available, as per the previously approved program in the 2023-2024 UPWP.

Funding Breakdown and Program Source by Task
(All Amounts in Dollars \$)

Task	Funding Year 2024						
	Total	Federal Total	Federal Source	State Totals	State Source	Local Totals	Local Source
101	282,148	225,718	CPG	0	NA	56,430	Mill Levy; Sales Tax
102	16,700	13,360	CPG	0	NA	3,340	Mill Levy; Sales Tax
103	3,837	3,070	CPG	0	NA	767	Mill Levy; Sales Tax
104	6,200	4,960	CPG	0	NA	1,240	Mill Levy; Sales Tax
105	33,634	26,907	CPG	0	NA	6,727	Mill Levy; Sales Tax
201	4,491	3,593	CPG	0	NA	898	Mill Levy; Sales Tax
202	6,877	5,502	CPG	0	NA	1,375	Mill Levy; Sales Tax
203	4,262	3,410	CPG	0	NA	852	Mill Levy; Sales Tax
*204	823,000	658,400	CPG	0	NA	164,600	Mill Levy; Sales Tax
205	12,103	9,682	CPG	0	NA	2,421	Mill Levy; Sales Tax
206	14,097	11,278	CPG	0	NA	2,819	Mill Levy; Sales Tax
301	0	0	NA	0	NA	0	NA
302	5,750	4,600	CPG	0	NA	1,150	Mill Levy; Sales Tax
	1,213,099	970,479		0		242,620	

*Includes Carryover Funds from 2023 into 2024:

	Total	Federal	Local
Safe Routes to Services/ Complete Streets Study	60,000	24,000	12,000
TDMSE/ MTP	105,000	84,000	21,000
Ortho-LiDAR Encumbrance	18,000	14,400	3,600

Rate and Program Source by Task

Task	Funding Year 2024					
	Federal Rate	Federal Source	State Rate	State Source	Local Rate	Local Source
101	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
102	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
103	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
104	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
105	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
201	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
202	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
203	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
204	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
205	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
206	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax
301	0%	NA	0%	NA	0%	NA
302	80%	CPG	0%	NA	20%	Mill Levy; Sales Tax

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Progress Report

Date: Friday, October 06, 2023

Project: Bismarck-Mandan Arrive 2050 Update

To: Rachel Lukaszewski

From: Jason Carbee

Subject: Progress Report for August 27, 2023 to September 30, 2023

Please note that this progress report summarizes the work completed during the period above.

TDMSE Task 1 – Project Management

- The consultants continued monthly accounting and progress reports.
- Consulting team continued internal coordination calls.
- Continued MPO-HDR-SRF team coordination calls.
- Provided updates to TAC and Policy Board meetings.

TDMSE Task 7 – Allocate Socioeconomic Data

- Completed coordination with City of Lincoln and City of Bismarck to finalize TAZ allocation.

MTP Task 2 – MTP Engagement

- Refinements made to Community Household Survey.
- Pilot Community Household Survey was administered by ETC.
- Set date and venues for first MTP Open House for November 9.
 - 11:30-1:30 at Bismarck Missouri Valley YMCA
 - 4:00-6:00 at Mandan Innovation Barn
- Developed draft outreach for Open House.
- Developed approach to first open house with MPO staff.

MTP Task 3 – MTP Data Collection

- HDR received safety data from NDDOT. Still awaiting GIS files.

MTP TASK 5 – Baseline System Conditions

- Began assessments of MPO past plans and partner agency plans.
- Began evaluating and analyzing data received to date.

Project Progress Summary

Task	Start Date	End Date	Percent Complete		Explanation / Discussion
			Period Start	Period End	
TDMSE Task 1 - Project Management	Sep-22	Aug-23	98%	99%	Reflects combined SRF / HDR hours for TDMSE.
TDMSE Task 2 - Outreach and Stakeholder Consultation	Sep-22	Jun-23	100%	100%	
TDMSE Task 3- TDMSE Data Needs	Sep-22	Nov-23	100%	100%	
TDMSE Task 4 - TDMSE Methodology	Oct-22	Nov-23	100%	100%	
TDMSE Task 5 - Development Scenario and Forecasts	Nov-22	Feb-23	100%	100%	
TDMSE Task 6 - Baseline Study Expectations (Forecasts)	Nov-22	Mar-23	100%	100%	
TDMSE Task 7- Allocate Socioeconomic Data	Dec-22	Aug-23	98%	100%	Finalizing coordination on SE data allocation.
TDMSE Task 8 - Model Performance Review and Validation	Feb-23	Oct-23?	0%	0%	Have not received base year model files from ATAC yet.
TDMSE Task 9 - Report	Sep-22	Oct-23	0%	20%	Began work on documentation for TDMSE. Still awaiting final model files
MTP TASK 1 - Project Management	Jun-23	Dec-24	9%	10%	Continued accounting and invoicing.
MTP TASK 2 – Public Engagement	Jun-23	Dec-24	8%	9%	Began outreach materials in prep of Nov 9 open houses.
MTP TASK 3 – Data Collection	Jun-23	Sep-23	0%	50%	Still awaiting GIS files
MTP TASK 4 – Goals, Objectives & Performance Measures	Aug-23	Oct-23	0%	0%	
MTP TASK 5 – Baseline System Conditions	Aug-23	Jan-24	0%	3%	Began evaluations of plans and available data.
MTP TASK 6 - Develop & Screen Alternatives	Jan-24	May-24	0%	0%	
MTP TASK 7 – Financial Plan and Implementation Schedule	Oct-23	Jun-24	0%	0%	
MTP TASK 8 – MTP Document Development and Review	Jun-24	Dec-24	0%	0%	
Project Totals	Sep-22	Dec-24	23%	25%	



PROGRESS REPORT

SRF COMMISSION NO.	022-15824
PROGRESS REPORT NO.	13
DATE	September 30, 2023

REPORTING PERIOD	September 1, 2023 through September 30, 2023
PROJECT NAME	Bismarck-Mandan MPO Transit Development Plan
PREPARED BY	Bill Troe
ROUTE/COPY TO	Teresa Carey
Percent Complete through Period	98%

COMPLETED ACTIVITIES PREVIOUS PERIOD (September 2023)

- Delivered Administrative Draft document to the MPO and Bis-Man Transit staff for review and comment.
- Addressed comments received and returned the public review draft on October 2.
- Prepared public notice of review and approval meetings, including:
 - Bis-Man Transit Citizen's Transportation Input Committee (CTIC)
 - NDDOT/FTA Region 8
 - Mandan City Commission
 - Bismarck City Commission (this will be a Public Hearing)
 - Bismarck-Mandan MPO Technical Advisory Committee
 - Bismarck-Mandan MPO Policy Board
 - Bis-Man Transit Board of Directors
- The review and approval meeting schedule is attached.

ONGOING ACTIVITY THIS PERIOD (October 2023)

- Bis-Man Transit Board presentation.
- Address any substantive comments by the Board.

PROJECTED ACTIVITY NEXT PERIOD (November 2023)

- Mandan Commission presentation.
- Bismarck City Commission public hearing
- Bismarck-Mandan MPO TAC presentation.
- Bismarck-Mandan MPO Policy Board presentation.

PROBLEMS ENCOUNTERED/ITEMS OF NOTE/SCHEDULE REVISIONS

- None.

2023 Transit Development Plan Final Approval Schedule



The review process for the Bis-Man Transit - Transit Development Plan is underway and the draft document is available at bismantransit.com. The public is invited to offer comments on the draft plan from October 11, 2023 through October 24, 2023. Comments can be directed to Rachel Lukaszewski, Bismarck-Mandan MPO, 221 North 5th Street, Bismarck, ND, 58501 or 701-355-1852 or MPO@bismarcknd.gov

The plan will be considered for approval/acceptance by community boards on the following dates.

Bis-Man Transit Board	October 26 11:30 AM	Board Room Bis-Man Transit 3750 East Rosser Avenue Bismarck, ND
Mandan City Commission	November 7 4:00 PM	Ed "Bosh" Froehlich Meeting Room Mandan City Hall 205 2nd Avenue NW Mandan, ND
Bismarck City Commission (Public Hearing)	November 14 5:15 PM	Tom Baker Room City/County Office Building 221 North 5 th Street Bismarck, ND
Bismarck-Mandan MPO Technical Advisory Committee	November 20 10:00 AM	Ed "Bosh" Froehlich Meeting Room Mandan City Hall 205 2nd Avenue NW Mandan, ND
Bismarck-Mandan MPO Policy Board	November 21 1:30 PM	Ed "Bosh" Froehlich Meeting Room Mandan City Hall 205 2nd Avenue NW Mandan, ND

To request accommodations for disabilities and/or language assistance, contact Title VI/ADA Coordinator at 701-355-1332, MPO@bismarcknd.gov, TTY 711, or 1-800-366-6888 at least five (5) days in advance of the meeting(s).

Bismarck-Mandan MPO * 2023 Ortho - Lidar Project * Period ending 9/30/23

EXHIBIT I

Bismarck-Mandan MPO Field Survey				
Phase (Percent of Project)	Percent Complete	Start	End	Comments
Kick-off Meeting (0.5%)	100.00%	4/20/2023	4/20/2023	
Targeting (2%)	100.00%	4/24/2023	4/30/2023	
Field Survey (3%)	100.00%	4/24/2023	6/30/2023	MPO opted for NAD83(2011) on 6/30/23
Survey Report (0.5%)	0.00%			
Supplemental Field Topo (2.5%)	0.00%			

Bismarck-Mandan MPO Digital Orthophotos				
Phase (Percent of Project)	Percent Complete	Start	End	Comments
Imagery Acquisition (9%)	100.00%	5/3/2023	5/3/2023	NTP 5/1 * Acquisition start-up 5/3
Raw Imagery Processing and QC (1%)	100.00%	5/5/2023	5/19/2023	
Aero-Triangulation (2%)	100.00%	7/17/2023	8/1/2023	Holding for control and datum/projection finalization
Stereo Model Set QC (1%)	100.00%	8/5/2023	8/7/2023	Review for parallax / target report
Orthophoto Processing (22%)	10.00%	9/5/2023		Pilot delivery in October
Accuracy Analysis (0.5%)	0.00%			Accuracy reporting
File Formatting and Mosaics (3%)	0.00%			
Metadata (1%)	0.00%			
Final Delivery (Due 12/31/23)				due 12/31/23

Bismarck-Mandan MPO Lidar Terrain				
Phase (Percent of Project)	Percent Complete	Start	End	
Lidar Acquisition (9%)	100.00%	5/3/2023	5/3/2023	NTP 5/1 * Acquisition start-up 5/3
Calibration and Index (4%)	100.00%	5/9/2023	9/5/2023	New boresight required * calibrate * adj to control
Bare Earth Edit (25%)	25.00%	9/6/2023		
Hydro Breakline Collection (10%)	25.00%	8/25/2023		Hydro flattening
Terrain Building and Formatting (2%)	0.00%			
Contour Generation (2%)	0.00%			
Final Delivery (Due 12/31/23)				due 12/31/23

Project Percent Complete	42.45%
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Bismarck-Mandan MPO

TIP 2024-2027 Administrative Modification

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	23.6.33 (old) 24.6.21 (new)	\$1,244,202	\$138,244	\$0	\$1,382,446	SS

Project Description:

This project is for a chip seal coat. Formerly, the project extents ran on Hwy 1804 from Burnt Creek Loop to US 83. This modification changes the extents. The new extents run on 1804 from South Junction 83 west and north to Junction 83. The modification also moves the project from 2023 to 2024. The PCN is 23837.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2045 MTP.

Bismarck-Mandan MPO Policy Board informed of Administrative Modification at the _____ meeting.
(date)

Bismarck-Mandan MPO

TIP 2024-2027 **Administrative Modification**

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
MANDAN	25.4.02 (old) 24.4.03 (new)	\$365,452	\$0	\$86,113 (Mandan Parks)	\$451,565	TAU

Project Description:

This project is for phase 1 of Mandan's Old Red Trail trail project, and will construct a shared use path from Sunset Dr to east of 30th Ave NW. This modification moves the project from funding year 2025 to 2024, while all other project details remain unchanged. The PCN is 23914.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2045 MTP.

Bismarck-Mandan MPO Policy Board informed of Administrative Modification at the _____ meeting.
(date)

Bismarck-Mandan MPO

TIP 2024-2027 **Administrative Modification**

Project Year(s) 2024

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	24.6.09	\$27,000,000 (old) \$35,855,604 (new)	\$3,000,000 (old) \$3,983,956 (new)	\$0	\$30,000,000 (old) \$39,839,560 (new)	IM

Project Description:

This project is for reconstruction and associated work at the Centennial Road/Bismarck Expressway Interchange at Exit 161. This modification increases the cost estimates for the project, as noted above. The project is tied to projects 24.6.18 and 19, and the PCN is 22648.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2045 MTP.

Bismarck-Mandan MPO Policy Board informed of Administrative Modification at the _____ meeting.
(date)

Bismarck-Mandan MPO

TIP 2024-2027 **Administrative Modification**

Project Year(s) 2024 thru 2027

Entity	Project	Federal	State	Local	Total	Federal Funding Source
Multiple	NA	Multiple	Multiple	Multiple	Multiple	Multiple

Project Description:

This Modification is to add the Annual Project Phase Cost Estimates for Non-Regionally Significant Projects to the TIP for the project years 2024-2027, as received from NDDOT.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

These numbers are consistent with the Arrive 2045 MTP.

Bismarck-Mandan MPO Policy Board informed of Administrative Modification at the _____ meeting.
(date)

ANNUAL PROJECT PHASE COST ESTIMATES FOR NON-REGIONALLY SIGNIFICANT PROJECTS
(Estimated by Year)

YEAR	PROJECT DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	AMENDMENT/ MODIFICATION (Date)
2024	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Preliminary Engineering (PE)	\$1,212,000	\$80,000	\$117,000	\$1,409,000	10/17/2023
2024	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Right of Way (ROW)	\$815,000	\$75,000	\$75,000	\$965,000	10/17/2023
2024	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Utilities	\$100,000	\$25,000	\$15,000	\$140,000	10/17/2023
2024	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Construction and Construction Engineering (CE)	\$59,673,126	\$11,714,666	\$11,714,666	\$78,315,516	10/17/2023
2025	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Preliminary Engineering (PE)	\$848,000	\$111,000	\$47,000	\$1,006,000	10/17/2023
2025	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Right of Way (ROW)	\$1,309,000	\$146,000	\$75,000	\$1,530,000	10/17/2023
2025	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Utilities	\$353,000	\$40,000	\$15,000	\$408,000	10/17/2023
2025	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Construction and Construction Engineering (CE)	\$69,329,260	\$6,905,824	\$16,701,910	\$93,930,609	10/17/2023
2026	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Preliminary Engineering (PE)	\$435,000	\$50,000	\$47,000	\$532,000	10/17/2023
2026	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Right of Way (ROW)	\$368,000	\$41,000	\$75,000	\$484,000	10/17/2023
2026	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Utilities	\$74,000	\$9,000	\$15,000	\$98,000	10/17/2023
2026	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Construction and Construction Engineering (CE)	\$39,878,520	\$3,488,447	\$7,642,500	\$51,009,467	10/17/2023
2027	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Preliminary Engineering (PE)	\$435,000	\$50,000	\$47,000	\$532,000	10/17/2023
2027	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Right of Way (ROW)	\$815,000	\$75,000	\$75,000	\$965,000	10/17/2023
2027	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Utilities	\$150,000	\$50,000	\$35,000	\$235,000	10/17/2023
2027	Annual Lump Sum for Non-Regionally Significant Projects Project Phase: Construction and Construction Engineering (CE)	\$12,666,813	\$1,110,006	\$1,194,405	\$14,975,297	10/17/2023

Note: No projects in the 2024-2027 TIP were identified as RSP.

Above estimates are provided by NDDOT, based on spreadsheets maintained for their planning and construction purposes.