



Unified Planning Work Program

2024 -2025

SEPTEMBER 2023

Rochester-Olmsted Council of Governments Unified Planning Work Program (UPWP)

For Calendar Years

2024 - 2025

CONTACT PERSON:

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Principal Transportation Planner

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Funding supporting preparation of the UPWP provided by:



Preparation of this document is financed in part with funding from the U.S. Department of Transportation and Minnesota Department of Transportation but does not necessarily reflect the views or policies of the Minnesota Department of Transportation or U.S. Department of Transportation. The contents of this document reflect the views of the authors, who are responsible for the facts and the accuracy of the data presented herein.

QUESTIONS OR COMMENTS?

Any questions or comments regarding this document may be directed to ROCOG at 2122 Campus Drive S.E., Rochester, MN. 55904.

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ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS POLICY BOARD
Meetings held on 4th Wednesday of the month at 12:00 Noon

2023 Membership

Norm Wahl City of Rochester
Patrick Keane City of Rochester
Molly Dennis City of Rochester
Kim Norton City of Rochester
Shaun Palmer City of Rochester
Laurel Podulke-Smith Olmsted County Commissioner
Brian Mueller Olmsted County Commissioner
Mark Thein Olmsted County Commissioner
Al Roder City of Byron (Vice-Chair)
Dave Iseminger City of Dover
Bill Schimmel City of Stewartville
Diana Connelly Salem Township / Township Association Representative
John Johnson Haverhill Township / Township Association Representative
Jeffrey Kappers School District #535
Randy Reimer Citizen / Community Representative
Mark Benscoter Citizen / Community Representative

ROCOG Transportation Technical Advisory Committee (TTAC)
Membership Structure

Meetings held 2nd Wednesday of the month at 10:00 AM

Local Jurisdiction	Number of Representatives
ROCOG (Olmsted County Planning Dept.)	4
MnDOT Central Office	2
MnDOT District 6	2
FHWA – Minnesota Office	1
Rochester Public Transit	1
Rochester Public Works Dept.	2
Olmsted County Public Works Dept.	2
Township Road Authorities	1
Small Cities Road Authorities	1
Rochester Community Development Dept.	1
Prairie Island Indian Community	1
Total	18

ROCOG Staff

Dave Dunn, Executive Director
Charles Reiter, Transportation Planner
Muhammad Khan, Transportation Planner
Jarrett Hubbard, Transportation Planner

TITLE VI NOTICE TO THE PUBLIC

The Rochester Olmsted Council of Governments (ROCOG) operates its programs without regard to race, color, or national origin. If you believe you have been aggrieved by an unlawful discriminatory practice, or wish to request more information about ROCOG's obligations under Title VI of the Civil Rights Act of 1964, please contact us at the following address and telephone number:

Name: Dave Dunn

Title: ROCOG Executive Director

2122 Campus Drive SE

Rochester, MN 55904

Phone: 507-328-7100

Email: planningweb@co.olmsted.mn.us

A Title VI complaint may also be made by calling Minnesota Department of Transportation Office of Civil Rights at 651-366-3071 or submitting an online complaint form (<https://www.dot.state.mn.us/civilrights/nondiscrimination-complaint-form.html>).

Hard copy complaint forms are available in Spanish and Somali from MnDOT upon request

TITLE II ASSURANCE

The Rochester-Olmsted Council of Governments (ROCOG) hereby gives public notice that it is the policy of ROCOG to fully comply with the Americans with Disabilities Act of 1990 (ADA) and the Rehabilitation Act of 1973 (Rehabilitation Act) and related statutes and regulations in all programs and activities. Title II of the Americans with Disabilities Act (ADA) requires all state and local government agencies to take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others. Any person who believes they have been aggrieved by an unlawful discriminatory practice by ROCOG has a right to file a formal complaint with ROCOG, MnDOT, or the U.S. DOT. Any such complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant, and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available as a reasonable modification for persons with disabilities upon request. Complaints should be submitted by the complainant and/or his/her/their designee as soon as possible but no later than sixty (60) calendar days after the alleged discriminatory occurrence and should be filed with the ROCOG's Executive Director. For more information, or to obtain a Discrimination Complaint Form, please see the ROCOG Website or visit our office at 2122 Campus Dr SE, Suite 100, Rochester, MN

A RESOLUTION APPROVING THE ROCOG 2024-2025 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZING EXECUTION OF AGREEMENTS

A RESOLUTION APPROVING THE ROCOG 2024-2025 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZING EXECUTION OF AGREEMENTS

The Policy Board of the Rochester-Olmsted Council of Governments, after due consideration, hereby makes the following findings:

1. The 2024-2025 Unified Planning Work Program (UPWP) for the Rochester-Olmsted Council of Governments (ROCOG) provides for a comprehensive transportation planning program in keeping with the policies of ROCOG.

The UPWP requires that agreements with funding agencies be entered into and that the ROCOG Chair and Executive Director be authorized to said agreements.

The UPWP includes an estimate of hours and costs for various tasks. During the course of work on certain tasks estimates may understate or overstate the needed level of effort due to complete planned work, and minor amendments to the UPWP may be needed to better align project budgets with expenditures.

IN CONSIDERATION OF THESE FINDINGS, IT IS HEREBY RESOLVED by the Rochester-Olmsted Council of Governments that:

1. The 2024-2025 Unified Planning Work Program for the Rochester-Olmsted Council of Governments is hereby approved;
2. The ROCOG Chair and Executive Director are authorized to enter into agreements and amendments as needed with appropriate state and federal agencies to provide funding for activities approved in the UPWP;
3. ROCOG commits to the provision of a 20% local match to state and federal planning funds;
4. It is acknowledged that full UPWP amendments per current policy of MnDOT and FTA/FHWA will require formal action by ROCOG Policy Board; and
5. The Executive Director is authorized, without action by the Policy Board but with notice provided to the Board, to enter into administrative amendments to the UPWP per the policy of MnDOT and FTA/FHWA as may be necessary.

Upon motion by NORTON, seconded by SCHIMMEL, this 27th day of September, 2023.

ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS

By: [Signature] Chairman

ATTEST: [Signature]

Date: 9/27/23


Dave Dunn, AICP, Executive Director, ROCOG

TRANSPORTATION PLANNING PROCESS SELF-CERTIFICATION STATEMENT

The Rochester-Olmsted Council of Governments (ROCOG) hereby certifies that it is carrying out a continuing, cooperative, and comprehensive transportation planning process for the region in accordance with the applicable requirements of:

- 1) 23 U.S.C. 134 and 49 U.S.C. 5303, and 23 CFR Part 450;
- 2) In non-attainment 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 USC 2000d-1) and 49 CFR part 21;
- 4) 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- 5) Sections 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT 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;
- 10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities; and

Full documentation of ROCOG's federal certification can be obtained by contacting ROCOG at 507-328-7100, planningweb@co.olmsted.mn.us, or by visiting in-person at 2122 Campus Drive SE, Suite 100, Rochester, MN 55904 during those times when the office is open to the public

Rochester Olmsted Council of Governments	Minnesota Department of Transportation
Chair: 	Name:
Date: 9-27-23	Date:

October 10, 2023

Pete Giesen
Executive Director (Interim)
Rochester-Olmsted Council of Governments
2122 Campus Dr SE
Rochester, MN 55904

RE: 2024 Unified Planning Work Program for the Rochester-Olmsted Council of Governments

Dear Mr. Giesen:

MnDOT's Office of Transportation System Management reviewed the Rochester-Olmsted Council of Government's (MPO) adopted 2024 Unified Planning Work Program and approve the 2024 work program, effective this date.

MnDOT has requested FHWA and FTA concurrence with our approval. A copy of the request is enclosed. Pending federal approval, an amount of \$689,539 of federal Consolidated Planning Funds is approved for the MPO's calendar year 2024 work activities, beginning January 1, 2024 or the date the MnDOT grant contract for the federal funds is fully executed, whichever date is later. This amount includes \$12,575 claimed at a 100% federal share for eligible Complete Streets planning activities.

An amount of \$63,210 of state metropolitan transportation planning funds for this work is approved for the MPO's calendar year 2024 work activities, beginning January 1, 2024 or the date the MnDOT grant contract for the state funds is fully executed, whichever date is later.

We look forward to working with you over the next year as you implement your work program. If you have any questions, contact me at 651-366-3913 or erika.shepard@state.mn.us.

Sincerely,

Erika Shepard
Planning Program Coordinator

cc: Kaye Bieniek, ROCOG
Charlie Reiter, ROCOG
Jarrett Hubbard, ROCOG
Bobbi Retzlaff, FHWA-MN
Colin Korst, FTA

Bill Wheeler, FTA
Kurt Wayne, MnDOT District 6
Trang Chu, MnDOT OTSM
Voni Vegar, MnDOT OTAT
Deborah Ellis, MnDOT OTAT

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ROCOG Background

The Rochester-Olmsted Council of Governments (ROCOG) is one of eight Metropolitan Planning Organizations (MPOs) within the State of Minnesota. Since its formal organization as a joint-powers entity in 1972, ROCOG has been responsible for facilitating a Continuing, Cooperative, and Comprehensive (3-C) planning process in accordance with Federal regulations. The primary outcomes of the 3-C planning process are developing and updating every five years a multimodal metropolitan transportation plan (MTP) which is developed using a 25-year planning horizon, annually preparing and maintaining a four-year Transportation Improvement Program (TIP), and annually preparing a Unified Planning Work Program (UPWP).

Other important elements of ROCOG's planning process include monitoring and reporting on transportation system performance; collecting and analyzing economic, demographic, and population data; developing and maintaining Geographic Information System (GIS) geodatabases; working on policy, corridor and subareas studies as necessary to assess alternatives and screen for potential environmental impacts of project concepts identified in the MTP; support local partners with matters such as grant applications, review of major development proposals for consistency with the recommendations in the metropolitan transportation plan, and provide assistance to local units of government on transit and active transportation plan development.

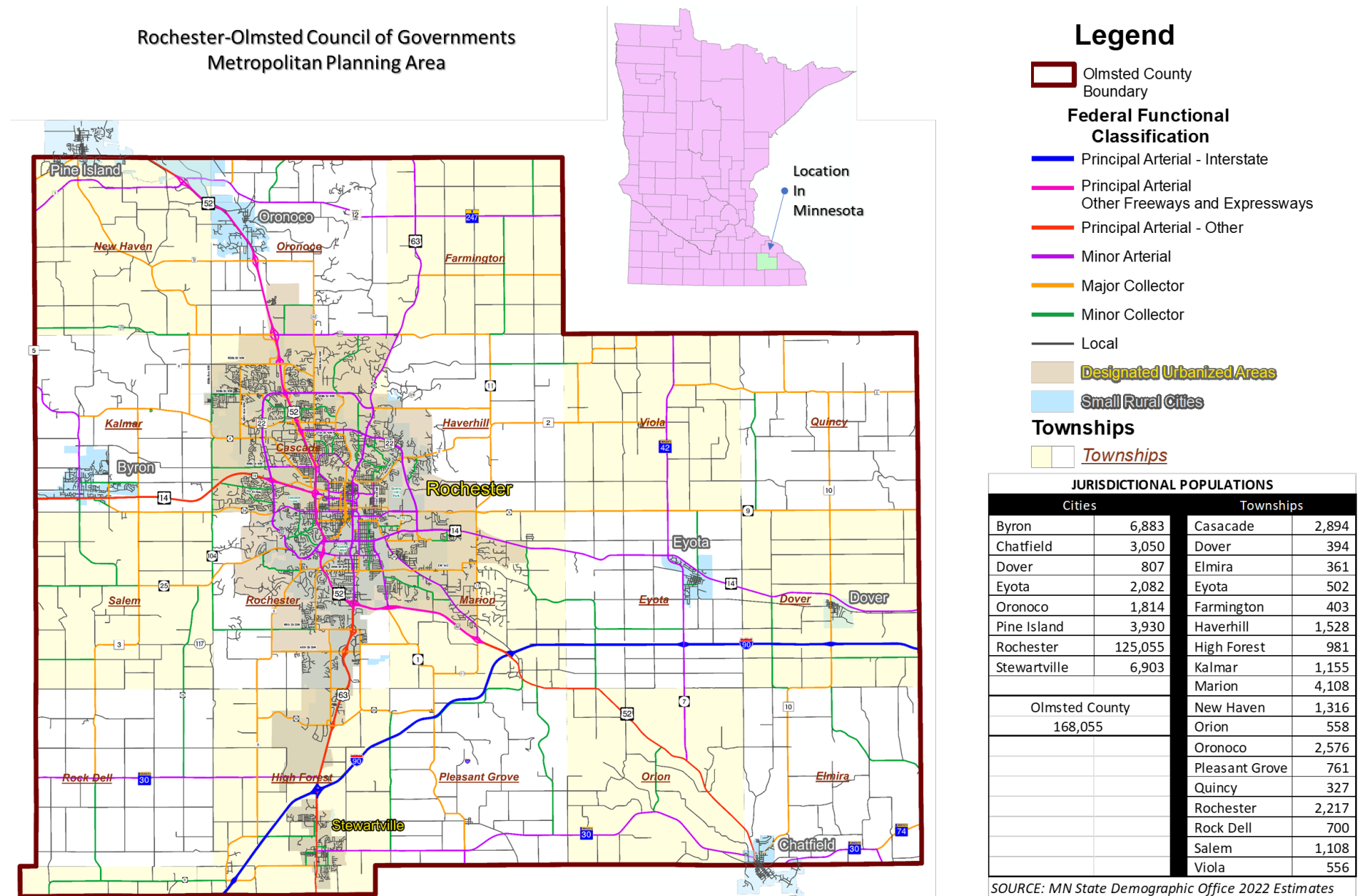
ROCOG does this work in cooperation with its key planning partners which include the Minnesota Department of Transportation (MnDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the 27 jurisdictions within the Metropolitan Planning Area, and the general public.

The geographic extent of ROCOG's Metropolitan Planning Area (MPA) is shown in Figure 1. The MPA boundary was established in 2002 when ROCOG requested redesignation of the MPA to match the census-designated metropolitan statistical area of the Rochester Urbanized Area, an option provided for in CFR 134 Part 450.

The ROCOG Policy Board has 16 members representing the City of Rochester, Olmsted County, the small cities in the MPA, the 18 townships in the MPA, the Rochester School District and two citizen members. The Policy Board is the decision making body for ROCOG, and receives advice and recommendations from ROCOG staff, the Transportation Technical Advisory Committee (TTAC), and the general public.

Funding for UPWP historically has been provided exclusively by the annual Federal CPG grant, a State of Minnesota Planning Grant, and local match funds provided by Olmsted County.

Figure 1: ROCOG Study Area



ROCOG Work Program Overview

Overview of 2024 Major Work Activity and Prospective 2025 Activities

The Rochester-Olmsted Council of Governments (ROCOG) 2024-2025 Unified Planning Work Program (UPWP) provides a summary of planning activities proposed by ROCOG for Calendar Year 2024 and an overview of prospective 2025 work activities.

The central focus of work identified in the ROCOG 2024 Work Program will be on initiating work on the five-year update of the ROCOG Metropolitan Transportation Plan (MTP), leading to adoption of a updated 2050 MTP in August of 2025. In addition to the significant work expected on the MTP, other primary work elements in 2024 include:

- Finalizing initial deployment of an online ROCOG Information Center and transitioning staff effort to support periodic maintenance of performance planning and travel monitoring information, commonly used or requested datasets, and various land use and transportation plan maps, to improve public accessibility and provide better access to this data to ROCOG's planning partners. The ROCOG Information Center will be organized to include the following three elements:
 - A performance and monitoring **Dashboard**
 - A **Data Center** that will provide access to common planning datasets
 - A Map Gallery

Work on the Information Center was delayed in 2022/2023 by staffing issues which resulted in ROCOG lower the priority of work on this project as other higher priority projects were attended to.

- The Willow Creek Transportation Investment Study initiated in 2023 will be completed in the 1st Quarter of program year 2024. ROCOG proposes to initiate a Corridor Preservation and Access Management Study in 2024 for the Northwest Rochester/South Oronoco study area.
- While not funded by the CPG program, ROCOG staff will be responsible for management of a Safe Streets and Roads for All (SS4A) Action Plan to be completed in the 4th Quarter of 2024. ROCOG acknowledges that in-kind services utilized to provide local match to the SS4A grant will not be funded through the CPG, with a separate reporting framework for tracking in-kind contributions to the grant to be established.
- Following organization of a Federal and State Competitive Grants Working Group in 2023, ROCOG will facilitate the quarterly meeting of said Working Group for the purpose identifying interest in upcoming grant opportunities, gauging local partner interest and developing a multi-year list of planned grant applications.

The Working Group will also identify any pre-application work needed to support future planned grant applications which ROCOG could lead or participate in.

- ROCOG will continue to support GIS geodatabase maintenance including upkeep of land use/parcel information, street centerline and intersection files, and the integration of new or updated feature data information in the geodatabase. GIS staff also provides technical support to staff as needed related to application of GIS tools to ROCOG projects.
- ROCOG will continue to support project development efforts of our partners through providing necessary travel behavior data, traffic forecast information, and environmental, socio-economic and land use data to project sponsors.
- ROCOG anticipates collaborating with MnDOT and local jurisdictions on the decennial update of the Federal Functional Classification system in 2024.

Organization of the ROCOG Unified Planning Work Program

Transportation planning activities in the ROCOG UPWP are divided into three major work categories supported by the Consolidated Planning Grant (CPG) program. The anticipated work tasks in these categories are described in detail beginning on page 184. The three major categories and primary work tasks in each are:

- **MPO Program Management (Category 2210):** Primary tasks for 2024 in this category include:
 - development/management of the 2024 Unified Planning Work Program,
 - staff support for monthly Policy Board and Technical Advisory Committee (TTAC) meetings and other MPO meetings,
 - coordination with MnDOT on statewide or district-wide planning efforts, responding to IIJA program requirements and supporting ROCOG Title VI, Environmental Justice and LEP efforts, and
 - processing of amendments to the adopted 2024-2027 Transportation Improvement Program (TIP)
 - preparation of and public engagement related to development of ROCOG's 2025-2028 TIP and coordination with MnDOT on the District 6 Area Transportation Improvement Program (ATIP) and Statewide Transportation Improvement Program (STIP).
- **MPO Planning Activities (Category 2220):** Primary tasks for 2024 in this category include:
 - Initiation of the next 5-year update of the ROCOG MTP which is due to be adopted in August of 2025.
 - Completion of the Willow Creek Transportation Investment Study in the 1st Quarter and initiation of the Northwest Rochester/South Oronoco Corridor Preservation and Access Management Study.

- Final deployment of the ROCOG Information Center, and transition planning to support maintenance of data resources that will populate this resource.
- Complete work on Phase 1 of the Transportation Disadvantaged Atlas and Opportunities Study and initiate Phase 2 of the project.
- Manage the ongoing work of the ROCOG Federal and State Competitive Grants Working Group
- Facilitate discussions on three state trail planning areas which local communities have requested ROCOG to lead in order to establish forward-looking work plans to advance these projects.
- Support network level Federal Functional Classification update
- **Technical Support (Category 2230):** Primary tasks for 2024 in this category include:
 - maintenance of GIS data used in ROCOG planning activities and the project development activities of ROCOG partners (such as environmental and socio-economic information needed for study reports),
 - development staff capabilities in the use ArcGIS products such as Dashboards, to support planning activities,
 - Complete the update of the ROCOG land use database utilized in the ROCOG Traffic Demand Forecasting Model (TDFM) and development routines for ongoing maintenance of this resource. In support of the 2050 LRTP, TAZ-level land use data and network definition will be reviewed and updated as needed in 2024. ROCOG funds a retainer contract with a consulting firm to assist with maintenance of the TDFM using 100% local dollars.
- **Non-CPG Transportation Planning Work (Category 2240):** Work in this category in 2024 will include:
 - Completion of a Safe Streets and Roads for All (SS4A) Safety Action Plan for the ROCOG Planning Area in the 4th Quarter of 2024. This project is funded with a SS4A Planning Grant and ROCOG will be providing in-kind services as part of the local match using non-CPG funding sources.

Program Funding

Program funding is comprised primarily of federal funds along with a required 20% local match for the CPG program through contributions from MnDOT and Olmsted County. Note there are additional local funds from Olmsted County supporting related studies and planning work that are ineligible for CPG funding on matters such as land use or economic development that may involve ROCOG staff.

ROCOG 5 Year Work Program Outlook

Stepping back from the focus on calendar years 2024 and 2025 in the UPWP, a more holistic view of ROCOG’s planning work and initiatives for the next 4 to 5 years is provided on the following pages, broken down into three categories. These three categories include:

- **MPO Annual Tasks:** Activities that serve as the foundation of the ROCOG UPWP and occur annually, primarily related to required planning program and data management activities.
- **MPO Plans and Project Support:** Plans or studies expected to be revisited periodically, such as the LRTP or ROCOG Title VI/LEP Plan.
- **MPO Studies:** One-time efforts to address issues or needs that were recommended in LRTP, or which have been identified through a request from a jurisdictional partner and/or public input.

In early 2022 ROCOG concluded a series of discussions with the Policy Board and TTAC to identify a set of priority planning studies for the upcoming 4 to 5 years that will support implementation of major recommendations identified in the 2045 ROCOG LRTP. Figure 2 provides a list of project concepts broken into two groups, those being issue-based and information-based projects. Issue-based projects generally are expected to be one-time studies, whereas information-based projects reflect topics of study that are expected to be updated periodically. Table 1 illustrates the primary work activities envisioned in all three work groups described above and priorities for what work effort should be considered over the next 5 years, including the projects listed in Figure 2.

Figure 2: 2022-2025 ROCOG LRTP Implementation Planning Studies Portfolio

Issue-Based Projects

TTAC/Staff Timing Priority

1. Federal and State Competitive Grants Game Plan... (*Annual Work Element*) (Higher Priority)
2. ROCOG Area Safe Streets Report... (*See Work Task 2241 of the UPWP*) (Higher Priority)
3. ROCOG Disadvantaged Population Mobility Study.... (*See Work Task 2223 of UPWP*)(Medium-High Priority)
4. ROCOG Safe Routes Collaborative (Medium-Low Priority)
5. Corridors of the Future: Capital Investment Planning Track ... (*Multiple Projects Likely*) . (Medium-High Priority)
6. Regional Travel Strategic Plan (Lower Priority)
7. Adapting Corridors for 21st Century Mobility Needs (Lower Priority)

Information- Based Projects

TTAC/Staff Timing Priority

8. Scanning New Mobility Technology and Service Models... (*1st scan to occur with 2025 Plan*).... (Medium Priority)
9. Rochester / Olmsted Active Transportation Resource Center(Lower Priority)
10. Tracking Travel Markets – Travel Behavior Changes(Higher Priority)
 - a) *Anticipate a mix of periodic reports and maintenance of ROCOG Information Center*
11. Corridors of the Future: Corridor Monitoring and Management Track..... (Medium Priority)
 - a) *Conduct Initial Pilot Study to develop better understanding of data sources & analysis options (2023-2024 project)*
 - b) *Following pilot, if determination is made to conduct ongoing monitoring, anticipate some level of annual work*

Table 1: ROCOG 5 Year Work Program Outlook

Activity	Pre-2024	2024	2025	2026	2027	2028
MPO ANNUAL TASKS						
TIP & UPWP	In 2021 an updated TIP Report format was implemented with expanded information to address various federal requirements such as performance target reporting and Community Impact Assessment. New reporting requirements may be added as federal legislation is updated and changed, but generally ROCOG expects a fairly consistent level of effort annually will be needed to meet TIP Requirements.					
Grant Coordination	In 2023, establish <i>Federal and State Discretionary Grants Working Group</i> to: <ul style="list-style-type: none">Identify a 5-year list of candidate grant applications of interest to local partners;facilitate coordination on potential grant proposals;identify information needs that may require significant lead time to prepare;facilitate discussion of coordination needs such as potential cost sharing or related infrastructure work	Meet and facilitate the <i>Federal and State Discretionary Grants Working Group</i> at least quarterly.	Meet and facilitate the <i>Federal and State Discretionary Grants Working Group</i> at least quarterly.	Meet and facilitate the <i>Federal and State Discretionary Grants Working Group</i> at least quarterly.	Meet and facilitate the <i>Federal and State Discretionary Grants Working Group</i> at least quarterly.	
Performance Planning Coordination	ROCOG will work with MnDOT and its local partners to monitor federal performance measure targets and incorporate reporting into the TIP. Additional measures may be established based on federal legislation requirements					

Activity	Pre-2024	2024	2025	2026	2027	2028
Travel Demand Forecasting Model (TDFM)	ITDFM calibration completed in 2022. Model was updated to reflect off-site commuter parking and a “Park Once” approach to downtown traffic assignment. TAZ’s were modified to support future analysis of the Primary Transit Network	Update Rochester Urban Area Land Use Database for 2050 Plan and develop data management plan for tracking land use change on an ongoing basis. <i>(begun in 2023).</i> Continue to provide traffic forecasts on request to MPO partners	Complete traffic forecasting to support development of 2050 MTP. There may be a need for recalibration to support this work. Continue to provide traffic forecasts on request to MPO partners	Expectation is that modeling effort will revert to maintenance of model components including land use, parking and network input files, developing a process to adjust forecasts for transit utilization, and providing traffic forecasts on request to MPO partners.		
GIS Support Work	Incorporated updated Functional Class and Functional Designation information into GIS Centerline file	Maintain Geodatabases; support ROCOG LRTP update as needed		Incorporate updated network plan information from 2050 MTP work into geo-database .	Maintain and support ROCOG Planning work	Maintain and support ROCOG Planning work
Transportation Data Management	Initial planning and development of ROCOG Information Center (RIC)	Complete initial deployment of RIC	Establish data maintenance practices and schedule for RIC	Maintain and update data in RIC	Maintain and update data in RIC	Maintain and updated data in RIC

Activity	Pre-2024	2024	2025	2026	2027	2028
Tracking Core Travel Market Changes		To support the Mode Shift goals of the Destination Medical Center economic development initiative, ROCOG will coordinate with DMC staff on performance reporting related to progress toward meeting the goal of reducing Single Occupant Vehicle commuting into downtown Rochester by 50% by 2034, and overall success of Travel Demand Management Program. ROCOG’s licensing of Streetlight Insight data is important to this effort. The ROCOG Policy Board has identified understanding the shift to remote work and its impact on commuting as a priority. ROCOG staff will track information through the American Community Survey and other sources that are identified in an effort to understand this change. ROCOG will incorporate this information into the ROCOG Information Center and periodically issue reports on significant changes in travel patterns that are observed				
MPO PLANS AND PROJECT SUPPORT						
ROCOG Metropolitan Transportation Plan (MTP)	In 2022 and 2023 Plan implementation work based on 2020 LRTP was begun (See Figure 2 on p.11). Develop workplan for 2050 MTP.	Complete early priority elements for 2025 MTP including socio-economic forecasts, scenario planning, initial public engagement, data collection and policy audit	Complete 2025 MTP by September. Includes chapter updates, additional public engagement, network plan reviews, project priorities and policy adoption	Update MTP implementation priorities and move forward with implementation work. Process amendments as needed, and annual plan maintenance updates.	Priority related to MTP will be on plan implementation activities. Process amendments as needed, and annual plan maintenance updates.	
Socio-Economic Forecasts	Develop work plan for updating socio-economic forecasts for 2025 MTP in 4 th Quarter 2023	Complete work on socio-economic forecasts for 2025 MTP in 1 st half of year.	Incorporate information as needed into final MTP report	Monitoring socio-economic changes as part of ongoing maintenance of ROCOG Information Center and report out periodically findings.		

Activity	Pre-2024	2024	2025	2026	2027	2028
Scenario Planning	Develop work plan for scenario planning to support 2025 MTP in 4 th Quarter 2023. Priorities areas include land use, work from home impact, emerging topics	Complete scenario planning by end of summer to support initial round of public engagement. Conduct local partner discussions regarding factors to consider in plan.	Include results of scenario planning discussions in MTP to help inform strategic directions and future implementation work	Incorporate as needed findings from scenario planning in implementation work. Outcomes from scenario planning effort may also provide the foundation for future monitoring activities to see how well land use, travel behavior and economic activity is tracking with assumptions made for 2025 MTP.		
PIP Title VI – Environmental Justice - LEP Plan	PIP and Title VI/LEP Plans were updated in 2022	Consider ways to improve or expand outreach to disadvantaged populations during TIP and MTP efforts	Three year Title VI / LEP Plan update scheduled for 2025.	Emphasize how to incorporate equity considerations into plan implementation activities.	Continue efforts on outreach to disadvantaged populations during TIP and multimodal planning studies	
Periodic Programming Tasks	Complete Urbanized Area Boundary Adjustment	System update of Federal Functional Classification map in the ROCOG MPA.	1) Process Functional Classification changes as needed. 2) Update STBG Candidate Project List and complete project screening evaluation as needed			
Economic Development Support		Limited activity expected, focused on supporting DMC initiatives in Rochester and RAEDI initiative on Commercial/Industrial Site Identification on request. Support may include project committee participation, provide travel demand and origin-destination information, and other supportive information for grant applications.				

Activity	Pre-2024	2024	2025	2026	2027	2028
Local Partner Planning Studies	Participate in jurisdictional transportation studies. Support project development activities, including traffic forecasts, socio-economic information, and environmental information for public agency projects as well as transportation impact studies required by private development parties.					
Corridor Monitoring	Develop pilot program to test use of Streetlight and Highway Capacity Software for monitoring highway performance	Conduct pilot program for congestion performance reporting using Streetlight Insight and HCM.		If StreetLight / HCM proves viable as monitoring tool establish monitoring program locations and frequency protocols	Conduct a corridor monitoring program to support local performance planning efforts and the identification of TSMO needs.	
Scanning New Mobility & Service Models Monitoring Report	No work has been conducted since 2020 LRTP in terms of scanning / monitoring reports	Incorporate new mobility / monitor scanning into Scenario Planning phase of the MTP development and include policy or investment findings from this work in updated 2025 MTP		Identify technology or service model advancements that may influence delivery of mobility in the future, and identify public policy matters that may need to be considered or addressed at the local MPO level. Anticipate preparation of periodic update report for Policy Board, TTAC and public distribution to community for comment and input.		
MPO STUDIES						
Capital Investment Studies	Initiated Willow Creek Transportation Investment Study in 2023	Complete Willow Creek Investment Study. Starting new Corridor Preservation and Access Study for Northwest Rochester / south Oronoco area.	Complete NW Rochester / South Oronoco Corridor Preservation & Access Management Work. Determine future study needs.	Capital Investment Study – TBD Annually assess future study needs.		

Activity	Pre-2024	2024	2025	2026	2027	2028
ROCOG Area Safe Streets Planning	Initiate SS4A Safety Action Plan in Fall of 2023	Complete SS4A Comprehensive Safety Action Plan	Provide support to Local Partners for SS4A Implementation Grant applications.			
Transportation Disadvantaged Atlas & Opportunities Study	Project initiated in 4 th Qtr of 2023 Identify popula- tions of concern and conduct outreach.	Complete Phase 1 of Assessment; Initiate Phase 2 to identify & evaluate options & opportunities	Complete phase 2; Initiate phase 3 to prepare recommendations and action plan	Complete Phase 3	Work with local partners to advance implementation of recommended actions.	
Regional Travel Strategic Planning	This was identified as a low priority project and no work has been completed by ROCOG	Do not expect to initiate work on this project; consider participation as MPO in regional efforts of partners to advance Regional Transportation Coordinating Council or similar concepts for SE Minnesota.		If not regional effort to advance RTCC or similar concept has advanced by 2026 bring this item to ROCOG Policy Board for discussion of ROCOG-led effort focused on ROCOG MPA (after adoption of 2025 MTP). ROCOG effort would likely focus on a “Center-out” regional strategy, looking at how regional access and mobility within the MPA might be addressed with an eye towards identifying solutions that could be scaled up to a larger regional area in the future. The goal is to address needs for regional access to jobs, medical services, personal services as well as recreational and cultural activities.		
Adapting Corridors to 21 st Century Mobility	In 2021 the IJIA was adopted and included a provision requiring MPO’s to direct 2.5% of planning funds annually to efforts to address needs for Complete Street improvements with an emphasis on creating multimodal corridors that will safely serve individuals of all ages and abilities.		As part of MTP update include discussion of Complete Street priorities and policy needs that need to be addressed	Include in final ROCOG 2050 MTP a list of Complete Street Needs and recommended policy.	Expect starting in 2026 that further refinement studies of individual corridors would begin which ROCOG would participate in. There may be phase 1 planning work needed which ROCOG could consider funding with CPG funds.	

Federal Planning Factors

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following ten factors:

- ECONOMIC VITALITY

Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.

- SAFETY

Increase the safety of the transportation system for motorized and non-motorized users.

- SECURITY

Increase the security of the transportation system for motorized and non-motorized users.

- ACCESSIBILITY & MOBILITY

Increase accessibility and mobility of people and freight.

- ENVIRONMENT & COMMUNITY

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.

- SYSTEM CONNECTIVITY & INTEGRATION

Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

- EFFICIENCY

Promote efficient system management and operation.

- PRESERVATION

Emphasize the preservation of the existing transportation system.

- RESILIENCE & RELIABILITY

Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

- TOURISM

Enhance travel and tourism.

Consideration of the planning factors shall be reflected, as appropriate, in the metropolitan transportation planning process. The degree of consideration and analysis of the factors should be based on the scale and complexity of issues, including transportation system development, land use, employment, economic development, human and natural environment and housing and community development.

Table 2 provides a summary overview of how consideration of the ten Federal Planning Factors identified in CFR 450.308 are incorporated into the UPWP across the various Work Tasks that have been identified for 2024.

TABLE 2: Consideration of Federal Planning Factors in ROCOG 2024 UPWP Work Tasks

Task	Economic Vitality	Safety	Security	Accessibility Mobility	Environment Community	Connectivity Integration	Efficient System Mang	Preservation	Resilience Reliability	Tourism
MPO Program Management										
2211 UPWP										
2212 MPO Meetings	X	X		X	X		X	X	X	
2213 Federal/State Coordination	X	X	X	X	X	X	X	X	X	X
2214 TIP/ATIP/STIP	X	X		X	X	X	X	X	X	
Planning Activities										
2221 Data Management		X		X	X			X	X	
2222 Support for Economic Development	X	X		X		X	X		X	X
2223 Multi-Modal Studies	X	X		X	X	X	X		X	
2224 LRTP and PIP	X	X	X	X	X	X	X	X	X	
2225 Local Partner Support	X	X	X	X	X	X	X	X	X	
2326 Safe & Accessible Travel Options		X	X	X		X	X			X
Technical Support										
2231 GIS Support		X	X	X	X	X				
2232 Travel Demand Model	X	X		X			X			

Federal Emphasis Areas Discussion

On December 30, 2021, the Federal Highway Administration and Federal Transit Administration jointly issued updated guidance on Planning Emphasis Areas (PEAs) for Metropolitan Planning Organization UPWPs. Support for the PEAs at the MPO level is identified through association of individual PEAs with Work Tasks identified in the UPWP. The following are the current PEAs:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Ensure that transportation plans and investments help achieve national greenhouse gas reduction goals and increase resilience to extreme weather events and other disasters resulting from increasing effect of climate change.

- Equity and Justice⁴⁰ in Transportation Planning

Advance equity and support for underserved and disadvantaged communities and ensure public involvement in the planning process that reflects the various perspectives, concerns and priorities of impacted populations and areas.

- Complete Streets

Plan, develop and operate streets and networks that prioritize safety, comfort and access to destinations for all users of the street network, providing an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities.

- Public Involvement

Increase meaningful public involvement in transportation planning by ensuring early, effective and continuous public opportunity for input to bring diverse viewpoints into the decision-making process, in part by considering the use of new tools and techniques that can enhance public and stakeholder understanding of proposed plans, programs and projects.

- Strategic Highway Network / U.S. Department of Defense Coordination

Coordinate with appropriate federal agency representatives on infrastructure and connectivity needs for STRAHNET Routes and other public roads that serve national security needs.

- Federal Land Management (FLMA) Coordination

Coordinate with FLMAs on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal Lands.

- Planning and Environmental Linkages Studies

Link the transportation planning process to the environmental planning process early in planning efforts through a collaborative and integrated approach to transportation decision making that considers environmental, community and economic goals early, and carry those considerations through to project development and delivery

- Data in Transportation Planning

Develop and advance data sharing principles at the state, MPO and local level to facilitate incorporation of data assets across multiple programs such as freight, bike and pedestrian planning, equity analysis, and performance monitoring and management to allow for the efficient use of data resources and improvement policy and decision-making.

Table 3 provides a summary overview of how consideration of the eight PEAs are incorporated into the UPWP across the various Work Tasks that have been identified for 2024.

Table 3: Addressing PEAs in the ROCOG UPWP

Task	Economic Vitality	Safety	Security	Accessibility Mobility	Environment Community	Connectivity Integration	Efficient System Mang	Preservation	Resilience Reliability	Tourism
MPO Program Management										
2211 UPWP										
2212 MPO Meetings	X	X		X	X		X	X	X	
2213 Federal/State Coordination	X	X	X	X	X	X	X	X	X	X
2214 TIP/ATIP/STIP	X	X		X	X	X	X	X	X	
Planning Activities										
2221 Data Management		X		X	X			X	X	
2222 Support for Economic Development	X	X		X		X	X		X	X
2223 Multi-Modal Studies	X	X		X	X	X	X		X	
2224 LRTP and PIP	X	X	X	X	X	X	X	X	X	
2225 Local Partner Support	X	X	X	X	X	X	X	X	X	
2326 Safe & Accessible Travel Options		X	X	X		X	X			X
Technical Support										
2231 GIS Support		X	X	X	X	X				
2232 Travel Demand Model	X	X		X			X			

Category 2210: ROCOG MPO Program Management

Objective

To ensure the responsible management of federal and state planning funds distributed through the Consolidated Planning Grant (CPG) and state grant; provide necessary staff support for the ROCOG Board and Transportation Technical Advisory Committee (TTAC) activities as well as coordination with other transportation focused community groups; monitor and respond in a timely manner to federal or state initiated policies or directives related to transportation programs, and ensure the process for programming state and federal transportation funds is completed in a timely manner through a process open to the public for review and comment.

FY 2024 Unified Planning Work Program	
Category	Work Element Title
2210	MPO Program Management
2211	UPWP
2212	MPO Related Meetings
2213	Federal/State Coordination
2214	TIP, ATIP, STIP
2220	Planning Activities
2221	Transportation Data Management
2222	Support for Economic Development Initiatives
2223	Multimodal Policy & Investment Studies
2224	MTP and PIP
2225	ROCOG Local Partner Support
2226	Safe & Accessible Travel Options
2230	Technical Support
2231	MPO GIS Support
2232	Travel Demand Model & Software
2240	Non-CPG Funded Work Activity
2241	Safe Streets for All (SS4A) ROCOG Comprehensive Safety Action Plan

Task 2211 Unified Planning Work Program (UPWP)

The UPWP outlines the work tasks that ROCOG expects to undertake in the 2024 calendar year. Work identified in Task 2211 include various program and budget management activities required on an ongoing basis to insure compliance with various federal and state guidelines related to the use of CPG and State Planning Grant funding.

Applicable Planning Factors, PEAs and Task Effort

Planning Emphasis Areas	Data in Transportation Planning
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2024 Task Effort	Total Cost	\$ 30,886	Staff Hours	252	Consultant Fees	\$ 0
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Anticipated 2024 Work Activities

- Preparation of Quarterly Reports & Invoices.
- Manage revenues, expenditures, and program outcomes.
- Coordinate Mid-Year Review of annual program progress
- Process 2024 UPWP Amendments.
- Prepare 2025-2026 UPWP.
- Secure approval of annual agreements (CPG / MnDOT funding and cooperative agreements for services as needed with Rochester and Olmsted County).
- Attendance at UPWP related webinars and workshops.

2024 Work Products

- Quarterly Progress Reports
- Quarterly Invoices
- Manage contracts
- Host and prepare for ROCOG Mid-Year review
- Prepare and submit amendments as needed to 2024 UPWP
- 2025-2026 UPWP
- Agreements authorized by ROCOG with cooperative agreements finalized with City of Rochester and/or Olmsted County and any consultants

Anticipated 2025 Work Activities

Same as 2024

Task 2212 MPO Related Meetings

ROCOG's work involves planning for and conducting meetings with the Policy Board, Technical Committee and local partner committees with direct involvement in MPO matters, such as the City of Rochester Pedestrian-Bicycle Committee and Citizen's Advisory on Transit. Informing and sharing information with the community and public at large related to matters discussed at Policy Board meetings is an important element of this work. ROCOG staff will also represent the MPO at various meetings and committees conducted by others, such as MnDOT, on matters related to the MPO issues and concerns.

Applicable Planning Factors, PEAs and Task Effort

ROCOG 2024-2025 UPWP

Planning Factors	Economic Vitality, Safety, Accessibility & Mobility, Environment & Community, Efficiency, Preservation, Resilience & Reliability					
Planning Emphasis Areas	Public Involvement, Equity, PELS					
2024 Task Effort	Total Cost	\$85,190	Staff Hours	729	Consultant Fees	\$0

Anticipated 2024 Work Activities

- Staff support for ROCOG and TTAC meetings.
- Coordination on policy issues with other MPOs in state.
- General coordination with local transportation advocates on transportation issues.
- General coordination with local planning and implementation agencies on transportation issues.
- Attend community planning meetings as ROCOG representatives.
- In 2024 ROCOG will complete development / deployment of a new organization web site not embedded within the Olmsted County website.
- Maintenance and content development for ROCOG web site and Facebook page.

2024 Work Products

- Prepare agendas, minutes, and memos on agenda topics for ROCOG Policy Board and TTAC.
- Attend Annual MPO Workshop, quarterly MPO Director's Meetings and other joint meetings with Minnesota MPOs.
- Attend meetings and provide support for activities of local transportation advocacy groups as requested (NOTE: This activity will not include any lobbying activities).
- Attend meetings and provide relevant MPO information to local agencies and organizations on transportation-related matters.
- Maintain ROCOG web site and Facebook pages including timely posting of new content to provide current information to the public, board members, and agency staff.
- Ensure ROCOG, TTAC, and other MPO-originated meetings are accessible online via video-meeting software, and other remote-attendance methods to provided expanded opportunities for public participation.

Anticipated 2025 Work Activities

Same as 2024

Task 2213 Federal and State Planning Coordination

ROCOG receives federal and state planning funds that fund a significant share of its annual budget. With this funding comes a range of responsibility ROCOG must respond to identified in federal or state legislation or policy guidance documents. The ROCOG Planning Area is also affected by transportation planning activities conducted at the state or regional level which ROCOG benefits from participating in. To fulfill these responsibilities, ROCOG needs to work collaboratively with federal, state, and local partners to ensure that policy, planning and reporting needs identified or conducted at the federal, state or regional level are met.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Security, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Preservation, Tourism, Resilience & Reliability, Tourism					
Planning Emphasis Areas	Climate, Equity, STRAHNET, FLMA Coordination, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$38,537	Staff Hours	324	Consultant Fees	\$0

Anticipated 2024 Work Activities

- Participate in MnDOT District and Statewide Planning Activities that are initiated in 2024 or continued from 2023 affecting facilities and services in ROCOG planning area.
- Coordinate with Federal and State activities related to implementation of IIJA Act planning rules.
- Coordinate with Federal and State activity related to performance planning measures and targets originating from MAP-21, FAST Act, or IIJA legislation.
- Respond to any proposed policy/program changes proposed in the IIJA legislation.
- Coordinate with FHWA, MnDOT and Local Partners on the system-wide update of the Federal Functional System.
- Conduct annual activities related to implementation of the Title VI and Low-English Proficiency Plans including staff training, responding to any Title VI complaints, and ensuring the needs and potential impact of projects on Title VI, LEP and Environmental Justice populations are considered in all plans and studies. (Note the last triannual Title VI / LEP plan update occurred in 2022 / next updated expected in 2025).

2024 Work Products

- Participate in update/implementation of MnDOT's Family of Plans. In 2024 this is anticipated to include updates to the State Rail Plan and the Statewide Freight Plan as well as various committee opportunities.
- Conduct necessary review of federal Performance Planning measures and targets in cooperation with MnDOT, Rochester Public Transit, and FHWA/FTA.
- Coordinate with local partners or other MPO's in Minnesota in regards to any new federal or state guidelines or program implementation requirements
- Assist MnDOT in 2024 system level review of the Federal Functional Classification System
- Coordinate the processing of Federal Functional Classification change requests from local jurisdictions with MNDOT
- Complete Title VI staff training activities
- Respond to any Title VI complaints that may be filed against ROCOG

Anticipated 2025 Work Activities

Activities are expected to largely be the same as 2024 with the exception that the Federal Functional Classification review is expected to be completed in 2024, and in 2025 ROCOG will need to complete a triannual updated to its Title VI/LEP plans..

Task 2214 TIP / ATIP / STIP

Annual update and approval of the ROCOG Transportation Improvement Program (TIP) is an essential function of the MPO. The TIP is a four-year program of transportation projects programmed to receive federal funding in the ROCOG area including information regarding costs and project sponsor. The TIP also services as a reporting document for various policy items including performance planning metrics for the MPA, community impact assessment of projects included in the TIP, and Fiscal Constraint findings related to the ability of implementing agencies to maintain the existing transportation system while addressing improvement needs in the transportation system.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Preservation, Resilience & Reliability
Planning Emphasis Areas	Climate, Equity, Complete Streets, Public Involvement, STRAHNET

2024 Task Effort	Total Cost	\$53,520	Staff Hours	472	Consultant Fees	\$0
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Anticipated 2024 Work Activities:

- Preparation of draft and final versions of the 2025-2028 MPO Transportation Improvement Program (TIP).
- Conduct public comment opportunities and manage the process to finalize approval of the 2025-2028 TIP through TTAC and ROCOG for submittal to MnDOT.
- Coordinate with District 6 Area Transportation Partnership (D-6 ATP) in TIP/STIP related matters including attendance at ATP-6 meetings.
- Conduct the MPO federal project selection process to select projects for Carbon Reduction Funding and 2028 STBG funding. Coordinate with ATP-6 on selection of projects by MNDOT using state programmed federal funding or state funding, in addition to other state managed programs such as HSIP, Active Transportation and Safe Routes to School.
- Process amendments to the current 2024-2027 TIP as needed.
- Participate in discussions related to NHS performance and adoption of updated federal performance measures and targets.
- Participate in review and comment on City and County CIP Programming Priorities.

2024 Work Products:

- Identification of 2028 project(s) for the 2025-2028 TIP for both the STBG program and the Carbon Reduction Program.
- Development and adoption of 2025-2028 TIP by ROCOG for submittal to MnDOT.
- Staff attendance at ATP-6 committee and subcommittee meetings.
- Review proposed Transportation Alternatives Program applications for proposed projects in the ROCOG and ATP 6 area. ROCOG typically will provide information and a Letter of Support for applications.
- Work with Rochester and Olmsted County in development of local transportation Capital Improvement Programs.
- Process amendments to the 2024-2027 TIP as the needs arises.
- Respond to new TIP requirements to reflect any federal or state policy changes.

Anticipated 2025 Work Activities

Same as 2024 but for the next TIP/STIP cycle of 2026-2029.

Category 2220: Planning Activities

Objective

Calendar Year 2024 will represent the initiation of an expected 18 month process to prepare an updated 2050 ROCOG Metropolitan Transportation Plan, which has a targeted deadline for adoption of late August, 2024. The plan development process will review policies and transportation needs, and review strategies to address mid- and long-term multi-modal transportation needs within the ROCOG planning area, all in support of adoption of a fiscally constrained MTP. As part of the plan development process various public engagement and outreach opportunities will be conducted.

In addition to the MTP, other significant work will include deployment of the planned ROCOG Information Center, completion of the Willow Creek Transportation Investment Study and initiation of the North Rochester / South Oronoco Corridor Preservation and Access Study, continued work on a Disadvantaged and Vulnerable Mobility Needs study, continued provision of planning

support to local ROCOG partners, and work on a State Trail Development Workplan.

In addition, implementation of the current 2045 ROCOG Long Range Plan will intersect with other planning work being conducted by ROCOG partners, such as transportation elements of Rochester's Destination Medical Center initiative or development of project information to support state and federal discretionary grant applications.

FY 2024 Unified Planning Work Program	
Category	Work Element Title
2210	MPO Program Management
2211	UPWP
2212	MPO Related Meetings
2213	Federal/State Coordination
2214	TIP, ATIP, STIP
2220	Planning Activities
2221	Transportation Data Management
2222	Support for Economic Development Initiatives
2223	Multimodal Policy & Investment Studies
2224	LRTP and PIP
2225	ROCOG Local Partner Support
2226	Safe & Accessible Travel Options
2230	Technical Support
2231	MPO GIS Support
2232	Travel Demand Model & Software
2240	Non-CPG Funded Work Activity
2241	Safe Streets for All (SS4A) ROCOG Comprehensive Safety Action Plan

Task 2221 Transportation Data Management

Federal legislation requires that MPO planning programs, such as ROCOG's, foster a 3-C (continuing, comprehensive, and cooperative) approach to transportation planning and programming within the ROCOG MPA. ROCOG has various roles as the facilitator of the area 3-C

process, one of the primary being a primary source of transportation information and data in the region. ROCOG maintains and disseminates information on topics such as land use, demographic information, employment and economic conditions and projections, transportation system performance, travel demand forecasts, and environmental data.

Along with maintenance and continued expansion of an extensive database of geospatial resources (see Work Task 2231 for a description of ROCOG GIS activity), ROCOG will continue work on development of a public-facing data repository to be known as the ROCOG Information Center (RIC) planned to be deployed in 2024. The RIC web portal will provide access to a wide range of information generated in ROCOG’s planning work, as well as links to relevant external data sources such as Census data, and a gallery of commonly requested mapping.

Also in 2024, ROCOG expects to complete a pilot study on the use and usefulness of StreetLight Insight data for performance monitoring on major urban arterial corridors to support Transportation System Management and Operations (TSMO) planning efforts, as recommended in the LRTP. This study specifically will look at using

- direct data outputs from StreetLight including speed and delay information to assess change in performance over time and comparison of peak to non-peak periods, and
- extract traffic count and turn movement data from StreetLight to use as input in the new Street Reliability module that have been developed as part of the latest Highway Capacity Software program.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Safety, Accessibility & Mobility, Environment & Community, Preservation, Resilience & Reliability					
Planning Emphasis Areas	Climate, Equity, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$46,624	Staff Hours	404	Consultant Fees	\$0

2024 Work Activities

- Development of the online ROCOG Information Center web portal
- Work with state aid jurisdictions and MnDOT to review state aid traffic count results as part of the process to review / adjust raw count data from statewide counting program.
- Conduct arterial corridor monitoring pilot project using Streetlight and HCM tools

2024 Work Products:

- Deployment of public facing ROCOG Information Center (RIC)
- Pilot project study report on Corridor Performance Monitoring using Streetlight/HCM

Anticipated 2025 Work Activities

- Deployment of the ROCOG RIC will require ongoing maintenance and updating in future years. In 2025 ROCOG will establish the processes needed for maintaining the information that is posted as part of the initial deployment and consider other enhancements.
 - Depending on conclusions drawn from Pilot Study of corridor monitoring with Streetlight/HCM, develop a multi-year workplan for data and analysis needs to support this program.
-

Task 2222 Support for Economic Development Initiatives

In 2018 the City of Rochester and the Destination Medical Center Corporation Board (DMC) accepted the final reports developed as part of the 2017-2018 DMC Integrated Transit Studies (ITS) along with an Implementation Plan that identified a series of future recommended actions to implement and achieve the vision of the DMC. This is planned to include development of a downtown Bus Rapid Transit system, park and ride development, continued growth of ARRIVE Rochester (the Travel Demand Management (TDM) program supporting the Central Business District), and downtown active transportation system improvements. ROCOG expects to have some level of involvement in a supporting role, though as these projects have progressed towards implementation ROCOG's level of involvement has diminished.

At the time of development of the 2024 UPWP, other potential economic development initiatives in which ROCOG may have a role are still in early discussion phases, so at this time only limited involvement in 2024 is expected in these activities outside of participation in project meetings. These include:

- An effort to be led by the Rochester Area Economic Development Inc. (RAEDI) and Olmsted County to support and partner with local governments and business development interests to identify and analyze development sites for future industrial and commercial use, which will require consideration of commercial vehicle access and available transportation infrastructure.
- In 2021 Mayo Clinic discontinued support for a regional commuter bus service which had provided peak period transit service for commuters to 40 communities throughout Southeast Minnesota. With the post -COVID recovery of job, many of these communities are interested in finding a viable replacement for this service. Conversations are ongoing among communities and organizations on a potential regional plan to replace this service. ROCOG has been a part of similar studies such as the MnDOT Regional Transportation Coordinating Councils (RTCC) project in 2018, and anticipates some involvement in any new effort that may materialize in the future.
- A major development proposal that surfaced in 2023 was early stage planning for the redevelopment on the former IBM Campus on the northwest side of Rochester. This 480

acre site is identified as a major mixed use transit oriented node in the Rochester Comprehensive Plan and the current ROCOG 2045 Long Range Plan. This site currently has no public street network established on it, and it is largely surrounded by strategic and major arterial road corridors. The extension and interconnection of these arterials is of prime interest to the city and ROCOG, and planning for this is expected to occur in 2024

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Accessibility & Mobility, System Connectivity & Integration, Efficiency, Resilience & Reliability, Tourism					
Planning Emphasis Areas	Climate, Equity, Complete Streets, Public Involvement, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$5,986	Staff Hours	44	Consultant Fees	\$0

Anticipated 2024 Work Activities

- Participate and support as needed DMC-related initiatives related to transportation infrastructure and services with staff from various city and county departments and the office of the DMC Economic Development Agency (EDA).
- Participate in RAEDI / Olmsted County strategic planning work related to the siting of future commercial/industrial development in the ROCOG area as needed.
- Participate in regional efforts to address commuter and human service transportation needs on a regional basis as needed
- Participate in efforts to plan the future public street network for the former IBM Campus.

2024 Work Products:

- Provide staff support, technical information and MPO perspective on the technical work of the parties involved in economic development efforts, and coordinate review and involvement of MPO stakeholders.

Anticipated 2025 Work Activities

ROCOG expects continued involvement in economic development projects led by others in 2025 and beyond as opportunities arise.

Task 2223 Multimodal Policy and Investment Studies

In 2024 work related to Task 2223 will include continued effort on various studies that have been initiated as part of the ongoing work identified to advance project recommendations included in the ROCOG 2045 LRTP adopted in 2020. As summarized previously in Figure 1 (page 10) and Table 1 (page 11), ROCOG identified a series of potential studies in 2021 and anticipates completing one of these studies (Willow Creek Transportation Investment Study), advancing progress on a 2nd study (Transportation Disadvantaged Atlas and Opportunities Study), and initiating a new Capital Investment Study (North Rochester/South Oronoco Corridor Preservation and Access Study) in 2024.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Resilience & Reliability					
Planning Emphasis Areas	Equity, Complete Streets, Public Involvement, STRAHNET, PELS, Data in Transportation Planning					
2024 Task Effort / 2223	Total Cost	\$234,067	Staff Hour/Cost	818 (\$97,503)	Consultant Fees	\$136,564

The following paragraphs provide additional information on the study efforts that will be worked on in 2024.

- **Willow Creek Capital Investment Study:** ROCOG expects to complete the Willow Creek Transportation Investment Study in March/April of 2024, following completion of a needs assessment and alternatives identification/evaluation in 2023. This study will develop a multi-modal transportation investment plan for an area covering approximately 1800 acres in the southern part of the Rochester Urbanized Area.

This project is a consultant-led effort with funding provided utilizing CPG funding. Staff work in 2024 will include ongoing project management, coordinating public engagement efforts with the consultant, and facilitating review and adoption of draft and final project study reports.

Estimated Level of Effort for this project

- **Consultant Fees:** Total Project Cost: \$214,829
 - 2024 Consultant Cost Estimate: \$46,564
- **2024 Staff Level of Effort:** Hours: 116 Costs: \$13,827

Anticipated completion date: March/April 2024

- **Transportation Disadvantaged Atlas & Opportunities Study/ Phases 1 & 2:**

This project is intended to address in a holistic and coordinated manner priorities reflected in MnDOT, FHWA and FTA policy around the issues of Diversity / Equity / Inclusion, Title VI and Environmental Justice. The first phase of the work to begin in the 4th Quarter of 2023 will focus on conducting analysis and outreach to understand the geographic distribution and multi-modal travel needs of underserved populations of concern, such as non-drivers, disabled, low-income, or households with no vehicles. Additionally, the study will assess the ability of current services and/or infrastructure to meet the travel needs of these groups. Phase 2 of the work planned to start in 2024 will focus on identifying and evaluating options to meet identified needs. Phase 3 is anticipated to occur in 2025 with the goal of preparation of a final study report with recommendations on how to expand mobility options available to these populations.

Estimated Level of Effort for this project

- **2024 Estimated Hours and Costs:** Staff Hours: 566 Costs: \$67,466

THIS PROJECT STARTS IN 2023 AND WILL CARRY FORWARD INTO 2024.

- **Northwest Rochester/South Oronoco Corridor Preservation and Access Study**

ROCOG will initiate the NW Rochester/South Oronoco Corridor Preservation and Access Study in 2024. The purpose of this study will be to conduct a high level assessment of right of way needs for arterial and collector street corridors shown on the ROCOG Functional Designation Map and the City of Oronoco Comprehensive Plan as the basis for preparing Official Street Maps in an area generally bounded by 65th St NW on the south, 18th Ave / CR 112 on the east, CSAH 12/CR 112 on the north and 60th Ave NW on the west. In addition to preparation of official street maps, the consultant shall conduct an access needs analysis in consultation with local jurisdictions, Olmsted County and landowners to establish future residential or business public local collector street connections to the arterial and major collector streets shown in the ROCOG and Oronoco plans. These locations shall be memorialized on the Official Street Maps to be prepared through indication of future anticipated controlled access and access openings for future public streets.

This project is a consultant-led effort with funding provided utilizing CPG funding. Staff work in 2024 will include ongoing project management, coordinating public engagement efforts with the consultant, and facilitating review and adoption of draft and final project study documents.

Estimated Level of Effort for this project

- **Consultant Fees:** Estimated Total Project Cost: \$130,000
 - 2024 Consultant Cost Estimate: \$90,000
- **Staff Level of Effort:** Hours: 136 Costs: \$16,210

Anticipated Start Date July 2024; Estimated completion date: April 2025

Anticipated 2024 Work Activities

- Complete the Willow Creek Transportation Investment Plan Final Report; in support of this staff will provide project management, support for conduct of public engagement and facilitation of final report adoption.
- Prepare a ROCOG Transportation Disadvantaged Atlas & Opportunities Study Phase 1 Report including results of a comprehensive needs assessment reflecting results from a strong outreach/engagement component to populations of concern, and assess the ability of current services and/or infrastructure to meet current travel needs.

2024 Work Products:

- Complete the Willow Creek Transportation Investment Study
- Complete Phase 1 report for Transportation Disadvantaged Atlas & Opportunities Study
- Conduct consultant selection, finalize a project contract and initiate work on Northwest Rochester/South Oronoco Corridor Preservation & Access Study

Anticipated 2025 Work Activities

- Complete Phase 2 report for Transportation Disadvantaged Atlas & Opportunities Study
- Complete work on North Rochester/South Oronoco Corridor Preservation and Access Study

Task 2224 Metropolitan Transportation Plan / Public Involvement Plan

In 2024 ROCOG will begin work on the next five year update of the Metropolitan Transportation Plan which is due for adoption in August/September of 2025. This process typically takes approximately 18 months to complete and involves significant public engagement efforts in addition to the data collection, data analysis and production of the plan documents. ROCOG expects to develop the overall framework for this project in the 4th Quarter of 2023 along with task-specific work plans for the certain early elements to be completed in 2024.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Security, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Preservation, Resilience & Reliability
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Planning Emphasis Areas	Climate, Equity, Complete Streets, Public Outreach, STRAHNET, PEELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$211,018	Staff Hours	1839	Consultant Fees	\$0

In 2024, the following six work elements are proposed to be completed:

Socio-Economic Forecasts: Core data foundational to the preparation of the LRTP include population and employment and housing forecasts, which inform land use projections and travel demand forecasts for the project. The socio-economic forecasts used in the current 2045 LRTP were developed in 2017/2018. The adoption of forecasts in this plan cycle will need to consider the potential impacts of the COVID pandemic and changes around demographic factors such as fertility, mortality and migration rates, housing demand/supply issues, as well as issues affecting employment levels such as labor force growth, commuting, and education.

Scenario Planning: ROCOG is approaching the next update of land use projections as a potential topic for a scenario planning exercise involving various city and county departments with review of results by planning commissions and jurisdictional leadership. Part of this exercise will need to consider the potential long term impacts of Rochester's new Unified Development Code on future patterns of housing and mixed use development.

Other trends that may be worth exploring in a scenario planning framework could include the effect of remote work, as well new technologies and service models that may influence future individual vehicle choices.

2050 Travel Demand Forecast Model: Information from the Socio-Economic forecasts along with conclusions from the Scenario Planning exercise are key inputs into the ROCOG Travel Demand Forecasting Model, which will be updated / extended as part of the MTP project to a horizon year of 2050. Updated land use and downtown commuter parking needs to be aggregated for the model, and network specifications for base year and committed networks need to be checked, all in support of developing preliminary forecasts for use in early public and agency engagement efforts.

System Performance Evaluation: As part of early start-up work ROCOG expects to produce a system performance evaluation that considers data from variety of sources to create a picture of how the MPA transportation system is operating currently and to allow for more in-depth exploration of trends.

Policy Audit: Develop a "snapshot" summary of policy direction at the local level across a wide spectrum of issues to document and understand existing policy directions that guide community development, focusing particularly on those that have potential implications for travel demand and the provision of transportation infrastructure, and assess how well the policies of local partners align with the goals and objectives in the current ROCOG Long Range Plan. Use this

process to identify not only vision/direction, but also to identify potential policy gaps that can be explored during the planning process.

Phase 1 Public Engagement: Using information developed and insights gleaned from the five previous activities, conduct an initial public outreach effort to provide the community an opportunity to provide feedback on needs and issues related to transportation in the MPA that should be explored in subsequent steps of the MTP development process.

2024 Work Activities

- Complete work on the six early MTP update activities identified for 2024

2024 Work Products:

- 2050 Population, Housing and Employment Forecasts
- 2050 Scenario Planning Report including Rochester Urban Area Land Use/Development Scenario(s) to be used in the travel demand forecasting model
- Update the ROCOG Travel Demand Forecasting Model to the Year 2050
- Complete a System Performance Evaluation of the existing MPA Transportation Network
- Complete a Policy Audit assessing alignment of local partner policies with ROCOG Goals and Objectives
- Conduct Phase 1 Public Engagement for the MTP development process.

Anticipated 2025 Work Activities

In 2025 ROCOG will complete development of the 2050 Metropolitan Transportation Plan. This will include:

- Assessment of findings from various 2024 activities to determine issues or needs that may need alternatives or policy evaluation prior to completion of the Draft Plan
- Updated system plans and policies as needed
- Prepare an updated Fiscal Assessment and Assessment of Fiscal Constraint
- Prepare a draft 2050 ROCOG MTP for public review and comment
- Complete the adoption process for the 2050 ROCOG MPT

Task 2225: ROCOG Local Partner Support

ROCOG staff supports local partners by providing information and analysis for local studies and projects. For consistency, staff frequently participate in the early phases of project development committees considering alternatives and environmental assessment as a continuation of the

system planning and policy level work that starts with ROCOG's 3-C planning process. ROCOG also assists local partners with the preparation of grant applications, coordinates with agencies administering land use regulations to provide review and comment on the potential transportation implications of proposals relative to LRTP policy, and assists local traffic engineers on traffic impact studies to provide traffic forecasts and growth rates, trip distribution and trip generation assumptions, and review of study results for consistency with LRTP policies.

In 2023 ROCOG worked on establishment of a Federal and State Discretionary Grants Working Group (as discussed in Figure 2/page 10 and Table 1/page 11) to advance implementation of the LRTP. Going forward, ROCOG will facilitate quarterly meetings of this Group to identify candidate grant applications, discuss upcoming grant solicitations, and discuss application information needs. The goal is to proactively identify opportunities for cooperation on grant applications, identify information needed for grant applications, and whether ROCOG can assist on grant preparation. This activity should also help partners anticipate future funding needed to meet local match requirements in a timely manner.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Security, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Preservation, Resilience & Reliability					
Planning Emphasis Areas	Equity, Complete Streets, Public Involvement, PELs, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$35,995	Staff Hours	304	Consultant Fees	\$0

Anticipated 2024 Work Activities

- Continue to participate in Local Partner Planning Studies. In 2024 this will include
 - Provide traffic forecasting support and participate in MnDOT District 6 TH 52/14 Interchange Operations Study
 - Participate in meetings of the Southern Minnesota Association of Regional Trail advocates (SMART) working on implementation of DNR regional trail network.
- Manage the ROCOG Federal & State Discretionary Grants Working Group
 - Facilitate quarterly meetings of the Working Group
 - Provide assistance and support to local partners on discretionary or programmatic grant applications as needed
- Support for local partners related to Traffic Impact Studies:
 - Provide travel demand forecasts and traffic growth trend information.
 - Provide information on expected trip generation and trip distribution.
 - Review study findings for consistency with ROCOG LRTP Policies

- Prepare transportation assessment of the potential impact and implications of proposed amendments to the Olmsted County General Land Use Plan
- Support local partners on capital improvement projects in early stage project development:
 - Provide socio-economic and/or land use projections for the project area
 - Provides travel demand forecasts for the project area
 - Provide environmental data needed for early stage NEPA and MEPA analysis
 - Provide information on vulnerable populations in the project area
 - Participate in project committee work on alternatives identification and selection from the perspective of assessing consistency with ROCOG Policy/Plans
 - Participate in public engagement activity to provide long range planning background

2024 Work Products

- Formation of the ROCOG Federal & State Discretionary Grants Working Group

Anticipated 2025 Work Activities

Activities in 2025 will be the same as in 2024

Task 2226: Safe and Accessible Transportation Options

The 2021 Infrastructure and Investment Jobs Act Congress established that each State and MPO needs to utilize 2.5% of FHWA CPG funds on planning activities that “ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists and freight vehicles.” The legislation further goes on to describe eligible activities which include preparation of transportation plans and policies that address the safety and accommodation of the user groups listed in the legislation.

In 2024, for ROCOG, this 2.5% set-aside for Safe and Accessible Transportation Options represents a minimum of \$12,575 in 2024 CPG funding which must be targeted to this work effort. *As permitted under federal guidelines, ROCOG is proposing no local match and this work will be funded at a 100% federal cost share.*

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Security, Accessibility & Mobility, Environment & Community, System Connectivity & Integration, Efficiency, Preservation, Resilience & Reliability
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Planning Emphasis Areas	Equity, Complete Streets, Public Involvement, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$12,575	Staff Hours & Costs	107	Consultant Fees	\$0

For 2024, ROCOG proposes to meet the Safe & Accessible set-aside target by utilizing funding under Work Task 2226 for the following activity:

- Work with the communities of Stewartville, Dover/Eyota and Byron/Oronoco to establish a State Trails Development Workplan in 2024 to facilitate future year consultant, staff and community work efforts focused on identifying a feasible alternative and development plan for the Big Bluestem, Whitewater Country and Stagecoach State Trails.

The State Trails Development Workplan recognizes all the communities in the ROCOG Planning Area except for Oronoco are currently connected to a legislatively designated state trail corridor, with state trail development responsibility at the state level assigned to the Minnesota Department of Natural Resources (MnDNR). MnDNR has developed a trail development process that relies heavily on local communities and advocates to conduct early concept exploration and outreach to identify level of community support for advancing trail development, with DNR involvement once support and alignment options have solidified. All the small city communities identified have done some of this early stage work, but each trail project has reached a point over the last 5-7 years where progress has stalled. Through the ROCOG Board a number of these communities (Byron, Stewartville and Dover) has expressed interest in restarting a process to advance trail development; ROCOG's proposed 2024 work is focused on convening local and agency partners for discussion on how to accomplish this and to develop proposed multi-year workplan for each trail facility with MnDNR's concurrence on how to proceed.

Category 2230: Technical Planning Support

Objective

To support ROCOG planning studies and long-range transportation planning activities there is a need for information on land use, transportation infrastructure, and current and future travel data. In 2024 and 2025 ROCOG will continue to maintain GIS geodatabase information needed for planning activities and utilize GIS tools to help inform public engagement efforts.

ROCOG also maintains a travel demand forecasting model (TDFM) for use in planning studies and to provide future traffic forecasts to outside agencies and /consultants upon request. Model maintenance primarily includes keeping activity data (land use by traffic analysis zone) and transportation network information (travel speed and corridor capacities) up to date. ROCOG also utilizes other tools including specialized analysis software such as the Highway Capacity Software for analysis and Streetlight Insight© for access to current travel data which require annual maintenance fees.

FY 2024 Unified Planning Work Program	
Category	Work Element Title
2210	MPO Program Management
2211	UPWP
2212	MPO Related Meetings
2213	Federal/State Coordination
2214	TIP, ATIP, STIP
2220	Planning Activities
2221	Transportation Data Management
2222	Support for Economic Development Initiatives
2223	Multimodal Policy & Investment Studies
2224	LRTP and PIP
2225	ROCOG Local Partner Support
2226	Safe & Accessible Travel Options
2230	Technical Support
2231	MPO GIS Support
2232	Travel Demand Model & Software
2240	Non-CPG Funded Work Activity
2241	Safe Streets for All (SS4A) ROCOG Comprehensive Safety Action Plan

Task 2231 MPO GIS Support

Geographic Information Systems (GIS) staff support the development of geospatial databases that link key data such as land use, demographics, street features and travel demand information to location and transportation networks through GIS software. ROCOG supports the development and maintenance of GIS databases for the MPA that provide relevant transportation information for studies and analysis. ROCOG also has access to ESRI's ArcGIS Online web-based platforms for delivering maps and transportation-related information to the public for review and comment using tools (i.e., ArcGIS StoryMaps, ArcGIS Dashboards) and online applications (i.e., Survey123) embedded in ESRI's platforms

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Safety, Security, Accessibility & Mobility, Environment & Community, System Connectivity & Integration,					
Planning Emphasis Areas	Climate, Equity, Public Outreach, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$52,561	Staff Hours	600	Consultant Fees	\$0

Anticipated 2024 Work Activities

- GIS staff will provide ongoing maintenance of the Address Point, Parcel Information, Street Centerline and Street Intersection GIS features in an Enterprise Database that provides updates to these databases within a week of changes resulting from land development approvals.
- GIS staff will continue to assist transportation planning staff in the transition from ArcGIS software to the new advanced ArcPRO software to help ROCOG staff develop proficiency in the application of this major software update to the daily work of ROCOG staff.
- GIS staff will assist transportation planning staff in development of geospatial datasets for use in studies as needed.
- GIS staff will assist transportation staff in using ESRI's ArcGIS Online web-based platforms (example: ArcGIS StoryMaps, ArcGIS Living Atlas, ARCGIS Hub, ArcGIS Survey123, ArcGIS Dashboards, ARCGis Insights) for delivering maps and transportation-related information to the public for review and comment.
- In 2024 (and 2025) GIS Staff will provide GIS support for development of the updated 2025 ROCOG Metropolitan Transportation Plan.

2024 Work Products:

- ROCOG transportation staff will continue to develop skill in the use of ESRI ArcPRO.
- Geospatial data for planning studies will be developed and maintained.
- Updated Enterprise GIS databases to reflect new development activity and street development.
- Update street centerline and intersection database to capture transportation related attributes.

Anticipated 2025 Work Activities

Similar work as 2024 work activities.

Task 2232 Travel Demand Forecasting Model & Software Maintenance

ROCOG planners use a suite of tools for preparing traffic forecasts and conducting data analysis. These include:

- ROCOG Travel Demand Forecasting Model (TDRM), which is built upon the Bentley Cube/Voyageur platform
- Specialized software analysis and data tools including:
 - Highway Capacity Software (Vendor: McTrans)
 - Synchro/SimTraffic suite of traffic operations tools (Vendor: Trafficware)
 - StreetLight Insight[®] a leading vendor of location- based travel behavior data derived from connected device location data (Vendor: Jacobs Engineering).

In addition to preparing project level travel demand forecasts, in 2024 ROCOG staff will continue to maintain model inputs (ie, land use, commuter parking locations, and corridors speeds and capacities). Migration of land use zoning and permitting functions from the former Rochester-Olmsted Planning Department to the City of Rochester Community Development Department and individual townships and small cities has created the need for ROCOG to develop a systematic approach to tracking land use development within in a structured database, maintained on an ongoing basis as information comes in, in order to streamline the collection and utilization of land use data at the Traffic Analysis Zone level.

The four licensed data and analysis software programs (Bentley Cube/Voyageur, Streetlight, HCM, Synchro/SimTraffic) which ROCOG use all feature maintenance fees which ROCOG must fund, except for the Bentley Cube/Voyageur program. StreetLight has an annual maintenance fee, while the HCS and Simtraffic/SimTraffic (which ROCOG shares a license for with Olmsted County Public Works) have multi-year maintenance licenses in effect in 2024.

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Economic Vitality, Safety, Accessibility & Mobility, Efficiency					
Planning Emphasis Areas	Equity, Complete Streets, PELS, Data in Transportation Planning					
2024 Task Effort	Total Cost	\$60,323	Staff Hours	534	Software Maintenance	\$7500

Anticipated 2024 Work Activities

- ROCOG staff continue a service contract with a consulting firm to assist ROCOG with the operation and implementation of the ROCOG TDFM to meet ROCOG needs. *This contract will be funded use 100% local dollars and will be managed by ROCOG staff.*

- ROCOG will develop a geospatial database framework for tracking existing land use changes at the Traffic Analysis Zone level for use in the TDFM. *Consultants will be primarily responsible for implementing adaption to the model using state-of-the-art techniques in the CUBE/Voyager script language.*
- Conduct project-level modeling as needed for various project development studies and Traffic Impact Reports for MnDOT, the City of Rochester, or Olmsted County.
- ROCOG staff will work with a consultant to train ROCOG staff on basic use of the traffic model CUBE/Voyager software.

2024 Work Products:

- Generate traffic forecasts for internal studies, partner agencies, and consultants working for these agencies on project implementation and land development activities.
- Develop and maintain TDFM land use database.
- Implement refinements to the TDFM for project specific or general purposes.
- Maintain active software licenses to provide ready access to analysis tools as needed

Anticipated 2025 Work Activities

Same as 2024 activities.

Category 2240: Work Supported with Non-CPG Funds

Objective

Category 2240 reports on transportation related planning work done by ROCOG but funded by sources other than the USDOT Consolidated Planning Grant (CPG), or work by local partners that directly informs ROCOG work products such as the Metropolitan Transportation Plan. Planning studies by local partners will typically address the policies and goals of ROCOG Plans, or will address early stage factors such as purpose and need, alternatives identification or environmental impact of programs or projects that will support implementation of recommendations in the MTP. For projects not led by ROCOG, staff involvement in project committees is generally covered under Work Tasks included in Category 2225, Local Partner Support.

Task 2241: SS4A Comprehensive Safety Action Plan

In January of 2023 ROCOG was awarded a federal Safe Streets and Roads for All (SS4A) grant for \$276,000 to complete a Comprehensive Safety Action Plan for the ROCOG Planning Area. This plan will address the eight elements required for Action Plans and meet the self-certification requirements of the SS4A Program to qualify local jurisdictions (Olmsted County, Rochester, other Small Cities in the MPA and townships) to apply for SS4A Implementation Grants. The study will begin in the fall of 2023 and extend through the 4th Quarter of 2024. A consultant will be hired to execute the majority of the study work. Beyond general project management of the grant and the consultant work, ROCOG staff will provide in-kind services to serve as part of the local match on matters related to data collection, public engagement and analysis; this in-kind work will be funded by local sources and no other federal funding such as CPG grant money will be utilized to pay for these local services.

FY 2024 Unified Planning Work Program	
Category	Work Element Title
2210	MPO Program Management
2211	UPWP
2212	MPO Related Meetings
2213	Federal/State Coordination
2214	TIP, ATIP, STIP
2220	Planning Activities
2221	Transportation Data Management
2222	Support for Economic Development Initiatives
2223	Multimodal Policy & Investment Studies
2224	LRTP and PIP
2225	ROCOG Local Partner Support
2226	Safe & Accessible Travel Options
2230	Technical Support
2231	MPO GIS Support
2232	Travel Demand Model & Software
2240	Non-CPG Funded Work Activity
2241	Safe Streets for All (SS4A) ROCOG Comprehensive Safety Action Plan

Applicable Planning Factors, PEAs and Task Effort

Planning Factors	Safety, Security, Accessibility & Mobility, Efficient System Management					
Planning Emphasis Areas	Complete Streets, Public Outreach, Equity, Data in Transportation Planning					
Task Hours & Costs	Total Cost	\$346,000	Staff Hours	420	Consultant Fees	\$294,000
	SS4A Grant Funding	\$276,800	Local Match In-Kind	\$42,000	Local Match Cash	\$27,200

Anticipated 2024 Work Activities

Table 4 describes the eight tasks associated with the SS4A Safety Action Plan project. Phase 1 will be completed in 2023, and phases 2 and 3 are expected to start in 2023 but carryover into the 1st Quarter of 2024. The remaining 5 phase of the project are expected to be initiated and completed in 2024.

Table 4: ROCOG Comprehensive SS4A Safety Plan Work Tasks

Task	Task Title	Key Tasks	Timeline
1	Project Management	Task 1 will include finalization of Work Scope, Public Engagement Plan, and project management responsibilities. A Project Kickoff with partner agencies will be conducted and Key Leadership Outreach	2023
2	Data Analysis	Task 2 will include finalization of Analysis Approach; collection & preparation of data, plans, and policies; completion of technical analysis and preliminary evaluation of issues related to targeted groups (transit users, seniors, low income/minority neighborhoods, rural bicyclists, downtown Rochester pedestrians, schools).	2023-24
3	Phase 1 Community Engagement	Task 3 will focus on gathering community input on safety issues and needs. A combination of in-person and virtual meetings as well as self-directing online survey or questionnaire opportunities will be utilized. Efforts will be made to approach rural, small city and Rochester urban area populations separately in this phase, as well as targeted issue groups. Consultant will prepare summary of Community Input and conduct cross check against technical analysis results as well as policy gap assessment. Review of findings with Project Task Force	2023-24
4	Develop Safety Policy	In Task 4 consultant will work with Task Force / Community Leadership group to identify Emphasis Areas along with related goals, performance measures and targets (G/M/T), including G/M/T policies for targeted populations. Recommendations will be brought to MPO Policy Board	2024

Task	Task Title	Key Tasks	Timeline
	Framework	for adoption and included in final plan.	
5	Identification & Evaluation of Safety Strategies	In Task 5 consultant will prepare Technical Memorandum identifying potential countermeasures responding to emphasis areas or design risks over-represented in crash analysis results; conducts assessment of tradeoffs of different solutions using Crash Modification Factors risk reduction approach, and following review with Task Force and Community Leadership groups prepares final task memo	2024
6	Phase 2 Community Engagement	Focus of Task 6 will be sharing information and results from Tasks 4 and 5 with the general public including targeted populations of interest; consultant and project staff will evaluate community feedback and adjust recommendation regarding Strategies and Projects as needed, and present findings to MPO Policy Board for review and endorsement	
7	Develop Implementation Plan	In Task 7 consultant will prepare, for recommended projects and strategies, an estimate of planning level costs, potential funding sources, identification of primary deployment responsibilities, additional project development work needed, and identify any need for Supplementary SS4A Planning funds. The Implementation Plan will also address proposed framework for reporting progress in future, including data needed, potential data collection costs, or other issues. Findings of this work will be reviewed with project team and Task Force	
8	Develop / Adopt Safety Action Plan	In Task 8 consultant will work with Project Staff to prepare recommended short and mid-term priorities and develop a draft Final Action Plan for public review. Draft Plan will be reviewed with Community Leadership, Task Force, communities in ROCOG area, leading to consideration and adoption by ROCOG Policy Board	2024

Table 5: ROCOG's 2024 Time and Cost Table

ROCOG 2024 TIME and COST TABLE									
UNIFIED PLANNING WORK PROGRAM									
UPWP Work Tasks		Staff Hours	COST		TOTAL Cost	Federal Share	MnDOT Share	Local Match for Federal \$\$	Local Match for State \$\$
			STAFF	OTHER					
2211	TPWP	252	\$30,886	\$0	\$30,886	\$24,256	2,265.00	\$3,799	\$566
2212	MPO Related Meetings	729	\$85,190	\$0	\$85,190	\$66,903	6,247.00	\$10,479	\$1,562
2213	Federal/ State Planning Coordination	324	\$38,537	\$0	\$38,537	\$30,264	2,826.00	\$4,740	\$706
2214	TIP, ATIP, STIP	472	\$53,320	\$0	\$53,320	\$41,874	3,910.00	\$6,558	\$977
MPO Program Management Totals		1777	\$207,933	\$0	\$207,933	\$163,297	\$15,248	\$25,576	\$3,811
2221	Transportation Data Management	404	\$46,624	\$0	\$46,624	\$36,615	3,419.00	\$5,734	\$855
2222	DMC Transportation Implementation	44	\$5,986	\$0	\$5,986	\$4,701	439.00	\$736	\$110
2223	Multi-Modal Policy/Studies	818	\$97,503	\$0	\$97,503	\$76,572	7,150.00	\$11,993	\$1,787
	Consultant Fees			\$136,564	\$136,564	\$107,248	10,014.00	\$16,798	\$2,504
2224	Long Range Plan and PIP	1839	\$211,018	\$0	\$211,018	\$165,720	15,474.00	\$25,956	\$3,868
2225	ROCOG Local Services	304	\$35,995	\$0	\$35,995	\$28,268	2,639.00	\$4,428	\$660
2226	Safe & Accessible Travel Options ¹	107	\$12,575	\$0	\$12,575	\$12,575	\$0	\$0	\$0
Planning Activities Totals		3409	\$397,127	\$136,564	\$546,265	\$431,699	\$39,135	\$65,645	\$9,784
2231	GIS Support to MPO	600	\$52,561	\$0	\$52,561	\$41,278	3,854.00	\$6,466	\$964
2232	Travel Demand Model	534	\$60,323	\$7,500	\$67,823	\$53,264	4,973.00	\$8,343	\$1,243
Technical Support Totals		1134	\$112,884	\$7,500	\$120,384	\$94,542	\$8,827	\$14,809	\$2,207
						Federal CPG	MnDOT State Grant	Local Match Federal \$\$	Local Match State \$\$
UPWP Programs TOTALS		6320	\$717,944	\$144,064	\$874,582	\$689,538	\$63,210	\$106,030	\$15,802
TRANSPORTATION PLANNING ACTIVITIES NOT FUNDED WITH CONSOLIDATED PLANNING GRANT (CPG) FUNDS									
2241	SS4A Planning Grant - Comprehensive Safety Action Plan - 2024 Funding	248	\$29,968	\$216,566	\$246,534	\$170,878		\$45,688	
Total Non-CPG Funded Activities		248	\$ 29,968	\$ 216,566	\$ 246,534	\$ 170,878	\$ -	\$ 45,688	\$ -
Footnotes ¹ Federal Funds for Task 2226 represent the required 2.5% FHWA set-aside for Complete Street activities @ 100% Federal / no local match									

Table 6: Complete Streets Budget Table- ROCOG

Table 6 is included in the UPWP document to clarify how the Safe and Accessible Travel Options required and optional set-aside as provided for in federal legislation is being required accommodated in the proposed budget. In 2024 ROCOG proposes to use the minimum required set-aside of 2.5% of FHWA CPG for "Complete Streets" purposes, as described in Work Task 2226. Table 6 also incorporates non-CPG federal funding that is being utilized for transportation planning by ROCOG into a total overall budget number; in 2024 that will include an estimated \$246,534, of which \$216,566 are federal funds awarded under the Safe Streets and Roads for All grant program for the purpose of preparing a ROCOG Area SS4A Safety Action Plan.

Category	CS 80%	CS 100%	Total Budget	CPG funds		Safe Streets & Roads for All	Non-federal match		
				Federal 80%	Federal 100%		State	Local match for State \$	Local Match for Federal \$
2210 MPO Program Management			\$207,933	\$163,297	\$0	\$0	\$15,248	\$3,812	\$25,577
2211 UPWP			\$30,886	\$24,256			\$2,265	\$566	\$3,799
2212 MPO Related Meetings			\$85,190	\$66,903			\$6,247	\$1,562	\$10,479
2213 Federal/State Planning Coordination			\$38,537	\$30,264			\$2,826	\$706	\$4,740
2214 TIP, ATIP, STIP			\$53,320	\$41,874			\$3,910	\$977	\$6,559
2220 Planning Activities			\$546,265	\$419,125	\$12,575	\$0	\$39,135	\$9,784	\$65,646
2221 Transportation Data Management			\$46,624	\$36,615			\$3,419	\$855	\$5,735
2222 DMC Transportation Implementation			\$5,986	\$4,701			\$439	\$110	\$736
2223 Multi-Modal Policy/Studies			\$97,503	\$76,572			\$7,150	\$1,787	\$11,993
Consultant Fees			136,564	\$107,248			\$10,014	\$2,504	\$16,798
2224 Long Range Plan and PIP			\$211,018	\$165,720			\$15,474	\$3,868	\$25,956
2225 ROCOG Local Services			\$35,995	\$28,268			\$2,639	\$660	\$4,428
2226 Safe & Accessible Travel Options		x	\$12,575		\$12,575				
2231 Technical Support			\$120,384	\$94,542	\$0	\$0	\$8,828	\$2,207	\$14,808
2231 GIS Support to MPO			\$52,561	\$41,278			\$3,854	\$964	\$6,465
2232 Travel Demand Model			\$67,823	\$53,264			\$4,973	\$1,243	\$8,343
2241 Non-CPG Activities			\$246,534	\$0	\$0	\$246,534	\$0	\$0	\$0
2241 Comprehensive Safety Action Plan (2024 SS4A funding)			\$246,534			\$246,534			
Grand Total			\$1,121,116	\$676,964	\$12,575	\$246,534	\$63,210	\$15,803	\$106,031

2024 Fringe and Indirect Rates

Olmsted County has prepared updated Fringe and Indirect Costs Rates for the ROCOG organization which has determined a 2024 Fringe Benefit rate of 33.25% and an Indirect Cost Rate of 73.47%. The proposed 2024 total combined fringe and indirect rate of 106.72% compares very closely to the rate of 105.96% used 2023 program purposes.

2024 will be a Year 3 Review of Indirect Cost Rate Methodology by the MnDOT Indirect Cost Rate team. ROCOG is prepared to submit the necessary indirect cost rate calculation information need by the ICR team to certify the 2024 fringe and indirect rates proposed.

Appendices

[Appendix 1: Status of Work Tasks in 2023 UPWP](#)

[Appendix 2: Minnesota MPO Unified Planning Work Program Checklist](#)

Appendix 1: Status of Work Tasks in 2023 UPWP

The following table summarizes activities that have been completed, those which are currently underway or of an ongoing nature, and those proposed to begin yet in 2023.

Completed	Underway / Ongoing	4 th Quarter 2023
<p>TIP Preparation (Policy Board adoption (9/27)</p> <p>Project Traffic Forecast Justification Report for TH 14/CSAH 44 Interchange</p> <p>Rochester Urbanized area Adjusted Urban Boundary Update (Policy Board action 9/27)</p> <p>Solicitation of 2023 & 2024 projects for Carbon Reduction Program funds</p> <p>Adoption of TH 14 West Official Street Map / Rochester to Byron</p> <p>Restructure TAZ Zones in traffic model to reflect Primary Transit Network station walksheds</p> <p>Letters of Support for seven federal funding requests</p> <p>Federal Grant Agreement signed for SS4A Safety Action Plan study</p>	<p>ROCOG Information Center (Work ongoing with initial deployment in 2024)</p> <p>Willow Creek Capital Investment Study</p> <p>MPO Discretionary Grant Working Group</p> <p>Adoption of proposed 2024-2025 UPWP (9/27)</p> <p>Establish a new ROCOG web site separate from Olmsted County</p> <p>Attend Citizen's Advisory on Transit, Pedestrian-Bicycle Committee, ATP-6 meetings.</p> <p>Traffic Forecasting Assistance for Mayo Medical Downtown Campus Expansion</p> <p>Meeting packets for monthly TTAC and Policy Board meetings</p>	<p>Update Candidate Project List for STBG Project Selection Process</p> <p>Selection of consultant for SS4A Safety Action Plan Development</p> <p>Travel Demand Forecasting Model Land Use Database Updating initiated</p> <p>Staff Hiring</p> <ul style="list-style-type: none"> ▪ Assistant Planning Director (expected to serve as MPO Executive Director ▪ Transportation Planner (1/1/2024) <p>Traffic Forecasting Assistance on MnDOT District 6 Interchange Operations study</p> <p>Traffic Forecasting Assistance for 6th St SE Bridge and Neighborhood Complete Streets</p> <p>Initiate Phase 1 Transportation Disadvantaged Atlas & Opportunities Study</p>

Appendix 2: Unified Planning Work Program Checklist

MPO: Rochester-Olmsted Council of Governments

Website: [Rochester Olmsted Council of Governments \(ROCOG\) | Olmsted County, MN](#)

Contact name: Charles Reiter Phone: 507-328-7136 Email: Charlie.reiter@olmstedcounty.gov

UPWP time period: 2024 to 2025

The table below identifies information that should be covered by the MPO's Unified Planning Work Program (UPWP). UPWPs are regulated under 23 CFR 450.308, 23 CFR 420, and FTA Circular C8100.1D. Complete the requested information as applicable.

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description	Included in UPWP?	If yes, which page(s)?	Comments
420.111	COVER PAGE	INCLUDE MPO NAME	Yes	COVER	
		INCLUDE CALENDAR YEARS COVERED BY THE UPWP	Yes	COVER	
450.308(c)	TITLE PAGE	INCLUDE MPO NAME	Yes	TITLE PAGE (p. ii)	
		INCLUDE CALENDAR YEARS COVERED BY THE UPWP	Yes	TITLE PAGE (p. ii)	
		IDENTIFY MPO CONTACT PERSON, INCLUDING NAME, PHONE NUMBER AND EMAIL ADDRESS	Yes	TITLE PAGE (p. ii)	
		IDENTIFY THE AGENCIES PROVIDING FUNDS FOR THE UPWP; OPTION TO INCLUDE AGENCY LOGOS FOR EASIER IDENTIFICATION	Yes	TITLE PAGE (p. ii)	
		INCLUDE A USDOT DISCLAIMER NOTING THAT THE DOCUMENT WAS PREPARED WITH FEDERAL FUNDS BUT DOES NOT REFLECT THE VIEWS OR POLICIES OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION	Yes	TITLE PAGE (p. ii)	
BEST PRACTICE	INTRODUCTION	INCLUDE A TABLE OF CONTENTS	Yes	p. viii	
		INCLUDE A FULLY EXECUTED MPO RESOLUTION APPROVING THE UPWP	Yes	p.v	
		INCLUDE A FULLY EXECUTED FEDERAL SELF-CERTIFICATION DOCUMENT	Yes	p. vi-vii	
BEST PRACTICE	MAP	INCLUDE A MAP SHOWING MPO URBANIZED BOUNDARY AND THE	Yes	PAGE 2	

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description	Included in UPWP?	If yes, which page(s)?	Comments
		PLANNING AREA BOUNDARY			
BEST PRACTICE	STAFF	LIST PRIMARY MPO STAFF BY NAME AND TITLE	Yes	p. iii	
BEST PRACTICE	MPO MEMBERSHIP	LIST OF ALL POLICY BOARD MEMBERS, INCLUDING NAMES AND AFFILIATIONS	Yes	p. iii	
		LIST OF ALL TECHNICAL ADVISORY MEMBERS, INCLUDING NAMES AND AFFILIATIONS	Yes	p.iii	AFFILIATIONS ONLY LISTED
		LIST OF ALL TECHNICAL COMMITTEE(S) MEMBERS, INCLUDING NAMES AND AFFILIATIONS (I.E., BICYCLE AND PEDESTRIAN OR HARBOR COMMITTEES)	No		NOT ROCOG COMMITTEES
450.308(b)	PREVIOUS YEAR'S ACCOMPLISHMENTS	SUMMARIZE THE MPO'S PREVIOUS YEAR'S ACCOMPLISHMENTS. THIS MAY INCLUDE MAJOR STUDIES COMPLETED, NUMBER OF TIP/MTP AMENDMENTS, TITLE VI, AND ENVIRONMENTAL JUSTICE RELATED ACTIVITIES ETC.	Yes	APPENDIX A p. 47	
BEST PRACTICE	MEETINGS	LIST ALL PROPOSED POLICY BOARD MEETING DATES	Yes	p. iii	
		LIST ALL PROPOSED TECHNICAL ADVISORY COMMITTEE AND ALL TECHNICAL COMMITTEE MEETING DATES	No	p. iii	
		INCLUDE A NOTE THAT MEETING DATES ARE SUBJECT TO CHANGE	No		
450.308(c)	FEDERAL PLANNING FACTORS	DISCUSS THE PLANNING PRIORITIES FOR THE MPO AND THE TEN FEDERAL PLANNING FACTORS	Yes	MPO P3-13 10 FACTORS p 14-15	
450.308(c); 420.111(b)(1)	FUNDING	INCLUDE A SUMMARY BUDGET TABLE WHICH IDENTIFIES PARTICIPATING AGENCIES WITH RESPECTIVE FUNDING COMMITMENTS BY TASK WITH LINE AND COLUMN TOTALS	Yes	p. 44	
		INCLUDE A FUNDING SOURCE TABLE WHICH LISTS CURRENT FUNDING BY PROGRAM SOURCE FOR EACH TASK WITH TOTALS	Yes	p. 44	
		INCLUDE A FUNDING SUMMARY TABLE THAT SHOWS: FEDERAL SHARE BY TYPE OF FUND, MATCHING RATE BY TYPE OF FUND, STATE AND/OR LOCAL MATCHING SHARE, AND OTHER STATE AND LOCAL FUNDS	Yes	p. 44	
420.113	ELIGIBLE EXPENSES	INCLUDE A COST ALLOCATION PLAN (CAP) OR LINK TO MPO'S COST ALLOCATION	Yes/No	SEE P. 45; NEXT FULL REVIEW OF INDIRECT COST RATE IN	

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
		PLAN			2025. IN 2024 ONLY COST CALCULATION FOR 2024 RATES ARE REQUIRED	
		ENSURE ALL COSTS ARE ELIGIBLE UNDER THE METROPOLITAN PLANNING FUNDS		Yes	DRAFT UPWP REVIEWED BY MNDOT / FHWA STAFF	
450.308(c); 450.308(c); 420.111(b)(1)	WORK PLAN ELEMENTS	TASK IDENTIFICATION	INCLUDE TASK NUMBER AND TITLE	Yes	PAGES 18-38	
		PURPOSE	DISCUSS THE PURPOSE OF THE WORK ELEMENT AND/OR INDIVIDUAL WORK ITEM/ACTIVITY WITH AT LEAST TWO OBJECTIVES	Yes		MULTIPLE OBJECTIVES NOT SPECIFICALLY CALLED OUT IN NARRATIVES
		DESCRIPTION	INCLUDE A BRIEF DESCRIPTION OF EACH INDIVIDUAL WORK ITEM/ACTIVITY IN SUFFICIENT DETAIL TO INDICATE WHO (E.G., MPO, STATE, PUBLIC TRANSPORTATION OPERATOR, LOCAL GOVERNMENT, OR CONSULTANT) WILL PERFORM THE WORK	Yes		
		FINAL PRODUCT(S)	IDENTIFY IN SUFFICIENT DETAIL THE RESULTING PRODUCTS	Yes		
		HOURS	ESTIMATE THE NUMBER OF HOURS FOR WORK ACTIVITIES	Yes		
		SCHEDULE	INCLUDE IN SUFFICIENT DETAIL THE SCHEDULE FOR COMPLETING THE WORK (I.E., ESTIMATED MILESTONE OR BENCHMARK DATES AS WELL AS END DATES)	No		
		FUNDING	IN SUFFICIENT DETAIL ESTIMATE THE PROPOSED FUNDING BY MAJOR ACTIVITY AND TASK	Yes	PAGES 18-38	

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
			IN SUFFICIENT DETAIL TO INDICATE A SUMMARY OF THE TOTAL AMOUNTS AND SOURCES OF FEDERAL AND MATCHING FUNDS A DESCRIPTION OF WORK TO BE ACCOMPLISHED AND COST ESTIMATES BY ACTIVITY OR TASK			
		COMPLETION DATE	IDENTIFY THE ANTICIPATED COMPLETION DATE OR NOTE IF ONGOING ACTIVITY; IDENTIFY PREVIOUS WORK IF TASK IS A CONTINUING ITEM	Yes/No	TASKS CONTINUING FROM PRIOR YEAR OR EXPECTED TO CONTINUE INTO FOLLOWING YEAR NOTED	
450.316	PUBLIC PARTICIPATION	ENSURE WORK PROGRAM FOLLOWS MPO'S PUBLIC PARTICIPATION PLAN		Yes		
		ENSURE WORK PROGRAM ELEMENTS INCLUDE PUBLIC PARTICIPATION COMPONENTS THAT ARE COMPLIANT WITH 23 CFR 450.316		Yes / No		ADDRESSED IN ADOPTED 2022 PIP
		ENSURE DOCUMENT IS PUBLICLY ACCESSIBLE		Yes	508 COMPLIANT AND POSTED ON ROCOG Web SITE	
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, 42 U.S.C. 2000d ET SEQ.	TITLE VI	ENSURE WORK PROGRAM INCLUDES TITLE VI REQUIREMENTS		Yes	p. iv	
EXECUTIVE ORDER 13166	LANGUAGE ACCESS PLAN	ENSURE DOCUMENT COMPLIES WITH LIMITED ENGLISH PROFICIENCY REQUIREMENTS		Yes	p iv	
AMERICANS WITH DISABILITIES ACT TITLE II	ADA COMPLIANCE	ENSURE DOCUMENT IS ACCESSIBLE		Yes	p iv	
IIJA - NEW RULING	2.5% SAFE & ACCESSIBLE FUND SET-ASIDE	IDENTIFY SAFE & ACCESSIBLE TRANSPORTATION OPTION SET-ASIDE ACTIVITIES. THIS NEEDS TO ACCOUNT FOR A MINIMUM OF 2.5% OF THE MPO FHWA FUNDS		Yes	p33-34	

