

**Meeting of the
Greater Madison MPO (Metropolitan Planning Organization) Policy Board**

January 4, 2023

Virtual Meeting via Zoom

6:30 p.m.

This meeting is being held virtually.

1. **Written Comments:** You can send comments on agenda items to mpo@cityofmadison.com.
2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting, you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/clerk/meeting-schedule/watch-meetings-online>
4. **Listen to the Meeting by Phone:** You can call in to the **Greater Madison MPO** using the following number and meeting ID:
 - (877) 853-5257 (Toll Free)
Meeting ID: 844 1062 9858
 - If you need an interpreter, materials in alternate formats, or other accommodations to access this meeting, contact the Madison Planning Dept. at (608) 266-4635 or TTY/TEXTNET (866) 704-2318.
Please do so at least 72 hours prior to the meeting so that proper arrangements can be made.

Si usted necesita un interprete, materiales en un formato alternativo u otro tipo de acomodaciones para tener acceso a esta reunión, contacte al Departamento de Desarrollo Comunitario de la ciudad al (608) 266-4635 o TTY/TEXTNET (866) 704-2318.

Por favor contáctenos con al menos 72 horas de anticipación a la reunión, con el fin de hacer a tiempo, los arreglos necesarios.

Yog tias koj xav tau ib tug neeg txhais lus, xav tau cov ntaub ntawv ua lwm hom ntawv, los sis lwm yam kev pab kom koom tau rau lub rooj sib tham no, hu rau Madison Lub Tuam Tsev Xyuas Txog Kev Npaj, Lub Zej Zos thiab Kev Txhim Kho (Madison Planning, Community & Economic Development Dept.) ntawm (608) 266-4635 los sis TTY/TEXTNET (866) 704-2318.

Thov ua qhov no yam tsawg 72 teev ua ntej lub rooj sib tham kom thiaj li npaj tau.

如果您出席会议需要一名口译人员、不同格式的材料，或者其他的方便设施，请与 Madison Planning, Community & Economic Development Dept. 联系，电话是 (608) 266-4635 或 TTY/TEXTNET (866) 704-2318。
请在会议开始前至少 72 小时提出请求，以便我们做出安排。

AGENDA

1. Roll Call and Introductions
2. Approval of November 2, 2022 Meeting Minutes
3. Communications

4. Public Comment (for items **not** on MPO Agenda)
5. Presentation on MPO Funded Exchange Street Project and Request for Approval of Design Change (Village of McFarland Consultant and Officials)
6. Presentation on Metro Transit Safety Planning Efforts (Justin Maki, Safety Coordinator, Metro Transit)
7. Request to Become Participating Agency for the Interstate 39/90/94 (Madison to Wisconsin Dells) Study
8. Brief Update on Regional Safety Action Plan Project
9. Brief Update on Recruitment Process for New MPO Manager
10. Announcements and Schedule of Future Meetings
11. Adjournment

Next MPO Board Meeting:

Wednesday, February 1, 2023 at 6:30 p.m.

**Greater Madison Metropolitan Planning Organization (MPO)
November 2, 2022 Meeting Minutes**

Virtual Meeting hosted via Zoom

Opitz called the meeting to order at 6:33 PM.

1. Roll Call and Introductions

Members present: Richelle Andrae, Phil Caravello, Paul Esser, Steve Flottmeyer, Barbara Harrington-McKinney, Tom Lynch, Jerry Mandli, Mark Opitz, Nasra Wehelie, Kristi Williams, Doug Wood

Members absent: Grant Foster

MPO staff present: Bill Schaefer, Colleen Hoesly, Ben Lyman

Others present in an official capacity: Diane Paoni (WisDOT Planning)

2. Approval of October 12, 2022 Meeting Minutes

Williams moved, Wehelie seconded, to approve October 12, 2022 meeting minutes. Motion carried.

3. Communications

- Email from Steve Steinhoff, Director of the Capital Area Regional Planning Commission (CARPC), providing a brief report on CARPC's recent activities.

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

None

5. MPO 2022 Resolution No. 9 Approving Amendment to the MPO 2022 Unified Planning Work Program

Schaefer stated that the MPO expects to carry over around \$20,000 to next year, a similar amount to what was carried over last year, and that the Unified Planning Work Program (UPWP) needs to be amended to allow that.

Wood moved, Williams seconded, to approve MPO 2022 Resolution No. 9 Approving Amendment to the MPO 2022 Unified Planning Work Program. Motion carried.

6. MPO 2022 Resolution No. 10 Approving the 2023 MPO Unified Planning Work Program

Schaefer stated that no comments on the draft UPWP were received, but that there are two minor proposed changes. The first is an addition of an item to work with the City of Madison to use StreetLight data to estimate vehicle miles traveled, something the board had requested. The other is a change to the amount of carryover funding from \$17,000 to \$20,000.

Esser moved, Wood seconded, to approve MPO 2022 Resolution No. 10 Approving the 2023 MPO Unified Planning Work Program.

Wood mentioned that the first few pages of the UPWP are formatted with narrow margins, many bullets, and a lot of text. He suggested breaking up the text with more white space to improve readability.

Motion carried.

7. MPO 2022 Resolution No. 11 Authorizing the City of Madison to Enter into an Agreement with Dane County for MPO to Provide Specialized Transportation Coordination Services to Dane County in 2023

Schaefer described the relationship between the MPO, City of Madison, and Dane County, and how this is an annual agreement under which Dane County provides \$5,000 for specialized transportation coordination services. The MPO uses it towards the local match for federal funding for that work. This agreement covers funding the county provides to Metro transit (\$24,000) for transit promotion. He also noted that the MPO provides support and is represented by staff on the Dane County Specialized Transportation Commission.

Williams moved, Harrington-McKinney seconded, to approve MPO 2022 Resolution No. 11 Authorizing the City of Madison to Enter into an Agreement with Dane County for MPO to Provide Specialized Transportation Coordination Services to Dane County in 2023. Motion carried.

8. MPO 2022 Resolution No. 12 Authorizing the City of Madison to Enter into an Agreement with the Capital Area Regional Planning Commission (CARPC) for MPO to Provide Transportation Planning Work Activities to CARPC in 2023

Schaefer indicated that this is another long-standing annual agreement, wherein CARPC passes funding provided by WisDOT through to the MPO to provide transportation planning assistance. This is usually for Sewer Service Area Amendments and their potential transportation impacts; in the future, CARPC may pivot to providing these types of comments on local comprehensive plan updates and consistency reviews. The MPO may also provide transportation planning assistance in the development of local comprehensive plans, as the MPO did this year for the Village of Marshall. The MPO is providing the local match funding starting next year for the 80% WisDOT funding for this work.

Esser moved, Wehelie seconded, to approve MPO 2022 Resolution No. 12 Authorizing the City of Madison to Enter into an Agreement with the Capital Area Regional Planning Commission (CARPC) for MPO to Provide Transportation Planning Work Activities to CARPC in 2023. Motion carried.

9. MPO 2022 Resolution No. 13 Adopting Annual Transit Asset Management and Public Transit Agency Safety Plan Performance Measure Targets

Schaefer provided background on the Transit Asset Management and Public Transit Agency Safety Plan Performance Measure Targets, and noted that the MPO has the option to adopt the transit agency's targets, or to set their own. The MPO has historically adopted the Metro targets, as they are the experts on what they can achieve. He explained why Metro's fleet is currently exceeding the revenue vehicle useful life target, and that this would be a short-lived situation due to fleet replacement and upgrade purchase schedules. He reviewed the other targets and adjustments made by Metro this year. Schaefer indicated that if there is interest, Metro staff could be invited to speak on these plans and targets at a future meeting.

Wehelie stated that she would appreciate having that presentation at a future meeting.

Wehelie moved, Esser seconded, to approve MPO 2022 Resolution No. 13 Adopting Annual Transit Asset Management and Public Transit Agency Safety Plan Performance Measure Targets. Motion carried.

10. Brief Update on Transit Service Planning Activities in the Metro Area [19:12]

Lyman provided a presentation on the status of various transit-related plans and projects in the Madison urban area, including: Bus Rapid Transit (BRT), Metro Transit Network Redesign and its Equity/Title VI Analysis, Sun Prairie bus service, Monona bus service, potential Cottage Grove/Amazon bus service,

Village of Oregon Ad-Hoc Transportation Committee work, the upcoming Metro On-Board Survey, the Transit Development Plan Update, and the Draft City of Madison Transit Oriented Development Overlay Zone.

Wehelie asked if the Transit Network Redesign equity analysis was conducted by staff or by a consultant, and what the sample size for the analysis was. Lyman responded that the project consultant, Jarret Walker + Associates, had conducted the analysis, and had used Census data, so the sample size was the entire population. Wehelie asked if individual regions of the community, such as the north and south sides of Madison where there are concentrations of minority populations, had been analyzed individually or if only the community as a whole had been analyzed. Lyman referred to maps that had been included in the draft plan report considered and adopted by the Common Council which show changes in access by race and income level, and stated that he would send her a link to those documents after the presentation.

Lynch asked if the on-board survey should be postponed, since the network will be redesigned in June of 2023, and the survey results would not be relevant anymore. Lyman explained that staff had discussed that, but were proceeding for several reasons: the grant agreement funding the survey states that the work needs to be completed by June of 2023; this type of survey is supposed to be conducted every three to five years and it has been seven since one was last conducted for Metro; UW Transportation Services needs the survey results as soon as possible and will conduct their own survey if this survey is not conducted this winter; and Metro staff are concerned about their capacity to support an on-board survey in the fall of 2024 as they adjust to the new network. Additionally, the survey results would provide baseline data to compare to post-network redesign survey results, and would be helpful in complying with Title VI requirements for service planning. Lynch stated that he thought it was being postponed, but he would talk with Metro's General Manager about the timing. Opitz stated that he appreciated the question but understood the value of having the baseline data, and that it made sense to defer to staff on the timing.

Harrington-McKinney stated that she supported reviewing the Transit Service Planning Guidelines in the Transit Development Plan (TDP) Update, and prioritizing equity as a consideration. She asked what the process would be to ensure that equity is prioritized as a consideration through the TDP update. Lyman responded that as staff, he would raise issues of concern with the project steering committee, but that ultimately what is adopted will be up to policy makers. He explained that as a guiding document and not an implementation plan, it is important to ensure that stakeholders and community members have reasonable expectations of what will come out of the TDP; nevertheless, there are components of the plan that it will be important to have community input on.

11. Presentation on 2021 Traffic Safety Snapshot and Dane County Traffic Safety Commission Initiative

Hoesly provided a presentation on the 2021 Traffic Safety Report by the Dane County Traffic Safety Commission (TSC). Opitz asked for clarification regarding the demarcation between "drunk" and "drugged" driving, and how local decriminalization of marijuana has affected data collection. Hoesly confirmed that officers could check boxes to indicate that a driver was impaired by alcohol and/or drugs, but that the distinction between what type of drug was in a person's system is generally provided through a blood test, and so is usually only performed for fatal crashes.

Wood remarked that the percentage of fatal crashes involving pedestrians is unacceptably high, especially considering that pedestrians account a much smaller proportion of total trips. He called out East Washington Ave. in particular and asked if there is a task force or group investigating how to address safety in this corridor. Lynch responded that the City of Madison has been trying various strategies to slow traffic, especially on East Washington Ave., and that BRT will bring new opportunities

to modify the road design to slow traffic and reduce the severity of crashes. The city's Vision Zero initiative is aimed to address traffic safety holistically and to reduce the severity of crashes city-wide. Mandli spoke about the history of the TSC and how it has grown, and how the data available to it has improved, but that challenges remain in education, compliance, and enforcement, especially on rural roads. He mentioned that due to a recently-enacted law, maintenance vehicles will start to have green lights in addition to amber lights to improve their visibility, and remarked on the dramatic increase in distracted driving that is being observed in work zones.

12. Letter of Support for City of Madison Planning Grant Application under the New SMART Program

Schaefer described the project this grant would be used for, which would implement connected vehicle technology in the Park St corridor to provide advance warning for bicyclists and pedestrians. Lynch clarified that the radio frequencies that had previously been used for connected vehicles were transferred to the private sector two years ago, which makes the existing technology in the corridor more difficult to use.

Wood moved, Wehelie seconded, to approve the Letter of Support for City of Madison Planning Grant Application under the New SMART Program. Motion carried.

13. Announcements and Schedule of Future Meetings

Schaefer announced that the MPO applied for recognition through the Dane County Climate Champions program this year and was awarded four stars in the Employee Commuting category. He then announced that he will be retiring next year and that his last day with the MPO will be February 3, 2023. He has started the process to hire a replacement within a few months of his retirement. Opitz expressed his appreciation for Schaefer's work over his 12 years leading the MPO and all that he has accomplished for the region in that time. Lynch thanked Schaefer for working through a time of transition in priorities, and helping to shift the tone on topics such as sustainability and safety. Wehelie also expressed her thanks for Schaefer's leadership and vision. Mandli thanked him for always being respectful and a gentleman when faced with tough decisions, and Wood thanked him for his professionalism and integrity.

Next MPO Board Meeting: Wednesday, December 7, 2022 at 6:30 p.m.

14. Adjournment

Williams moved, Wehelie seconded, to adjourn. Meeting adjourned at 8:28 p.m.

November 21, 2022

The Honorable Pete Buttigieg
Secretary
U.S. Department of Transportation

Ms. Nuria Fernandez
Administrator
Federal Transit Administration

**Re: Strong Support for the City of Madison's Deployment and Testing
of Advanced Driver Assistance Systems for Bus Rapid Transit
Application**

Dear Secretary Buttigieg and Administrator Fernandez:

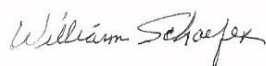
I write on behalf of Greater Madison MPO to convey our strong support for the City of Madison's Deployment and Testing of Advanced Driver Assistance Systems for Bus Rapid Transit application. Madison Metro proposes to use this funding to integrate Advanced Driver Assist System (ADAS) with its BRT system to achieve a rail-like transit service and experience.

The BRT alignment is approximately 15 miles in length and will connect key activity centers throughout the corridor. The Madison BRT system is currently under construction and will begin operation in September 2024. Madison Metro and the MPO understand that an ADAS enabled BRT will not only provide a higher-quality transit service, which will improve the trip experience for its riders, it will also reduce operation time, improve safety at stations, reduce workload for drivers, and improve efficiency and workload at the bus yard.

The Greater Madison MPO strongly supports Madison's effort to deploy and test Advanced Driver Assistance Systems throughout the Madison Metro Bus Rapid Transit system. The deployment of ADAS for BRT will support goals adopted in *Connect Greater Madison: 2050 Regional Transportation Plan*, including the creation of livable communities served by a multimodal transportation system, the promotion of safety, and improved system performance.

Madison has great potential, but faces significant challenges and needs FTA help. Please give the highest consideration to Madison's application for Deployment and Testing of Advanced Driver Assistance Systems for Bus Rapid Transit funding. Thank you very much.

Sincerely,



William Schaefer, Director/Planning Manager



ph: 608.266.4336
greatermadisonmpo.org

GREATER MADISON
METROPOLITAN
PLANNING ORGANIZATION

100 State St #400
Madison, WI 53703

WisDOT Division of Transportation Investment
Bureau of Planning and Economic Development
4822 Madison Yards Way 6th Floor South
PO Box 7913
Madison WI 53707-7913

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 261-2060
FAX: (608) 267-0294
Email: charles.wade@dot.wi.gov



Date: November 14, 2022

To: Mary Forlenza, Federal Highway Administration

From: Charles Wade, Wisconsin Department of Transportation

Subject: Amendment to the 2022 Unified Planning Work Program for the Greater Madison
Metropolitan Planning Organization (MPO)

In accordance with FHWA rule regarding the reporting of changes made to work programs, please accept the following as notification of such changes to the Greater Madison MPO's 2022 Unified Planning Work Program (UPWP).

The Bureau of Planning and Economic Development within the Division of Transportation Investment Management recommends approval of the enclosed request by the Greater Madison MPO for work activity and budget adjustments to the UPWP.

This approval will extend the period of eligibility to complete these 2022 UPWP activities until May 31, 2023. The requested work activities to be completed are estimated in the amount of \$20,000. These work activities will be reimbursed at the current 2022 UPWP Federal, State and Local allocation percentages. Any 2022 UPWP funding not expended and invoiced by May 31, 2023, will not be eligible for reimbursement. Total reimbursements for 2022 UPWP activities are limited to the approved 2022 UPWP funding allocation of \$996,688.75.00.

The Wisconsin Department of Transportation asks for your approval to proceed with this request. Thank you for your prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to be 'C Wade'.

Charles Wade, Director
Bureau of Planning and Economic Development
Division of Transportation Investment Management,
Wisconsin Department of Transportation

Approved:	
	11/14/22
FHWA Division	Date

Cc via email: William Schaefer, Greater Madison MPO
Karl Buck, Federal Highway Administration
William Wheeler, Federal Transit Administration
Even Gross, Federal Transit Administration
Steve Flottmeyer, WisDOT Southwest Region
Diane Paoni, WisDOT Bureau of Planning and Economic Development



Wisconsin Department of Transportation
Office of the Secretary
4822 Madison Yards Way, S903
Madison, WI 53705

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 266-1114
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December 7, 2022

Mary Forlenza
Federal Highway Administration
525 Junction Rd, Ste 8000
Madison, WI 53717

William Wheeler
Federal Transit Administration
200 W. Adams St, Suite 320
Chicago, IL 60606

Re: 2023 Unified Planning Work Program (UPWP) Endorsement for all Wisconsin Metropolitan Planning Organizations (MPOs)

The Wisconsin Department of Transportation (WisDOT) endorses each MPO's 2023 UPWP and hereby approves all associated Indirect Cost Allocation Plans as the basis for state and federal funding under the Cooperative Agreements for Continuing Transportation Planning between the MPOs, the local Transit Operators, and WisDOT. Attached is the 2023 MPO Funding Endorsement table detailing FHWA/FTA funding allocations per the MPOs' respective approved and adopted UPWPs.

Actual state and local shares matching federal planning funds vary by MPO, as indicated on the attached table exhibiting the associated Federal, State, and Local funds. All funding allocations listed are to be used to complete work activities contained in the MPOs' 2023 UPWPs. In finalizing their respective work programs, MPO staff have taken into account comments received by FHWA, FTA, WisDOT, and the MPOs' public involvement process. We look forward to your approval and continuing support of Wisconsin's Metropolitan Transportation Planning Program.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Wade", is written over a horizontal line.

Charles Wade, Director
Bureau of Planning and Economic Development
Wisconsin Department of Transportation

Cc via e-mail: Karl Buck, Federal Highway Administration
Evan Gross, Federal Transit Administration
Alex Gramovot, BPED Planning Section Chief
Jim Kuehn, BPED Planning Section
Bureau of Financial Management

2023 MPO Funding Endorsement Table

MPO	Federal PL/CPG Formula Funding (a)	State Match	Local Match	Total PL/CPG Funding	Percentage of Federal PL/CPG Formula Funding (a)	Percentage of State Match	Percentage of Local Match	Total Funding (All Sources)	
Beloit	127,237.00	5,282.24	26,527.01	159,046.25	80.00000%	3.32120%	16.67880%	\$159,046.25	100.00000%
Dubuque	4,209.00	243.00	809.25	5,261.25	80.00000%	4.61870%	15.38130%	\$5,261.25	100.00000%
Eau Claire	259,076.00	12,040.23	52,728.77	323,845.00	80.00000%	3.71790%	16.28210%	\$323,845.00	100.00000%
Fond du Lac	180,000.00	6,426.90	38,573.10	225,000.00	80.00000%	2.85640%	17.14360%	\$225,000.00	100.00000%
Fox Cities & Oshkosh	725,475.00	34,024.78	147,343.97	906,843.75	80.00000%	3.75200%	16.24800%	\$906,843.75	100.00000%
Green Bay	497,320.00	24,175.97	100,154.03	621,650.00	80.00000%	3.88900%	16.11100%	\$621,650.00	100.00000%
Janesville	180,000.00	8,154.45	36,845.55	225,000.00	80.00000%	3.62420%	16.37580%	\$225,000.00	100.00000%
La Crosse	240,581.00	11,180.70	48,964.55	300,726.25	80.00000%	3.71790%	16.28210%	\$300,726.25	100.00000%
Madison	1,002,566.00	47,020.35	203,621.15	1,253,207.50	80.00000%	3.75200%	16.24800%	\$1,253,207.50	100.00000%
SEWRPC	4,152,867.00	202,903.89	835,312.86	5,191,083.75	80.00000%	3.90870%	16.09130%	\$5,191,083.75	100.00000%
SEWRPC -Salt Study	191,557.00	0.00	47,889.25	239,446.25	80.00000%	0.00000%	20.00000%	\$239,446.25	100.00000%
Sheboygan	180,000.00	8,348.18	36,651.83	225,000.00	80.00000%	3.71030%	16.28970%	\$225,000.00	100.00000%
Superior	68,124.00	3,165.98	13,865.02	85,155.00	80.00000%	3.71790%	16.28210%	\$85,155.00	100.00000%
Wausau	187,992.00	8,736.69	38,261.31	234,990.00	80.00000%	3.71790%	16.28210%	\$234,990.00	100.00000%
TOTAL	\$7,997,004.00	\$371,703.36	\$1,627,547.64	\$9,996,255.00	80.00000%	3.71843%	16.28157%	\$9,996,255.00	

(a) Total Federal Planning Funds (includes PL and CPG)

Note: Federal PL/CPG Funds includes both FHWA-PL and FTA-5303 funds.

Extension of 2022 Work Activity Funding **

MPO	Federal PL/CPG Formula Funding (a)	State Match	Local Match	Estimated PL/CPG Funding for Extended 2021 Work Activities	Percentage of Federal PL/CPG Formula Funding	Percentage of State Match	Percentage of Local Match	
Fox Cities & Oshkosh	\$105,600.00	\$6,250.60	\$20,149.40	\$132,000.00	80.00000%	4.73530%	15.26470%	100.00000%
Janesville	\$24,000.00	\$1,164.93	\$4,835.07	\$30,000.00	80.00000%	3.88310%	16.11690%	100.00000%
Madison	\$16,000.00	\$943.54	\$3,056.46	\$20,000.00	80.00000%	4.71770%	15.28230%	100.00000%
SLATS (Beloit)	\$22,720.00	\$1,010.61	\$4,669.39	\$28,400.00	80.00000%	3.55850%	16.44150%	100.00000%

** 2022 UPVP work activity funds are to be used as indicated in approved amendments to the 2022 UPVPs.



Federal Highway Administration
525 Junction Rd, Suite 8000
Madison, WI 53717-2157

Federal Transit Administration
200 W. Adams Street, Suite 320
Chicago, IL 60606-5232

December 14, 2022

Mr. Chuck Wade, Director
Bureau of Planning and Economic Development
Wisconsin Department of Transportation
4822 Madison Yards Way
Madison, WI 53707

Dear Mr. Wade:

Thank you for your enclosed December 7, 2022 letter conveying WisDOT endorsement of the Wisconsin Metropolitan Planning Organizations' 2023 Unified Planning Work Programs and the associated allocation of planning funding to support implementation. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) approve the following 2023 MPO work programs as the basis for federally funded metropolitan transportation planning activities in accordance with 23 CFR parts 420 and 450:

- *Overall Work Program – 2023*, Southeastern Wisconsin Regional Planning Commission, Approved by Resolution No. 2022-18, November 17, 2022;
- *2023 Unified Planning Work Program for the Madison, WI Metropolitan Area*, Greater Madison Metropolitan Planning Organization, Approved by Resolution No. 09, November 2, 2022;
- *2023 Transportation Work Program*, East Central Wisconsin Regional Planning Commission, Adopted by Resolution 42-22 on October 28, 2022 (Appleton MPO and Oshkosh MPO);
- *2023 Transportation Planning Work Program*, Brown County Planning Commission, Green Bay MPO, Approved by Resolution No. 2022-13, November 2, 2022;
- *2023 Unified Planning Work Program for the Eau Claire Urbanized Area*, Chippewa-Eau Claire Metropolitan Planning Organization, Adopted by Resolution No. 22-08, September 28, 2022;
- *2023 Planning Work Program for the La Crosse Area Planning Committee*, Approved by Resolution 17-2022, November 16, 2022;
- *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*, Bay-Lake Regional Planning Commission, Sheboygan MPO, Approved by Resolution No. 7-2022, October 28, 2022;
- *2023 Unified Planning Work Program, Wausau Metropolitan Planning Organization*, Marathon County Metropolitan Planning Commission, Adopted by Resolution No. 8-22 on October 18, 2022;
- *2023 Unified Planning Work Program, Janesville Area Metropolitan Planning Organization*, Approved by Resolution No. 2022-06, October 24, 2022;
- *2023 Unified Transportation Work Program for the Fond du Lac Urbanized Area*, Fond du Lac MPO, Adopted by Resolution No. 13-22 on October 22, 2022;
- *Stateline Area Transportation Study Metropolitan Planning Organization (SLATS MPO) 2023 Unified Planning Work Program*, Adopted by resolution 2022-19 on October 24, 2022;
- *2023 – 2024 Unified Transportation Planning Work Program and Budget*, Duluth Superior Metropolitan Interstate Council. Adopted by Resolution No. 22-14 on October 19, 2022; and
- *Dubuque Metropolitan Area Transportation Study (DMATS) FY 2023 Transportation Planning Work Program*, East Central Intergovernmental Association, adopted May 12, 2022.

The MPOs are authorized to proceed with activities in the approved work programs beginning January 1, 2023 through December 31, 2023. WisDOT may advance a request for authorization of the corresponding federal funding to be effective on January 1, 2023.

Approval of the MPO work programs is granted subject to the following:

1. Costs incurred by each MPO must be accumulated and accounted to the individual work item level.
2. Prior Federal approval is required when any of the following changes occurs to an approved individual UPWP:
 - Any change which would result in the need for additional Federal funding.
 - Cumulative transfers among separately budgeted projects, elements or activities that exceed or are expected to exceed 10 percent of the total approved work program budget for the individual MPO.
 - Significant change in the scope of work for separately budgeted work elements, including adding or deleting consequential work items.
 - Need to extend the period of availability of funds.
 - Changes in key personnel where specified.
 - Contracting out, sub-granting or otherwise obtaining the services of a third party to perform activities which are central to the purposes of the grant.

Any of the work program changes listed above requires an amendment approved by the individual MPO Policy Board and FHWA.

We look forward to working with WisDOT and the MPOs on another successful year of metropolitan transportation planning. Should you have any questions regarding this approval, please contact Mary Forlenza of FHWA at (608) 829-7517, or Evan Gross of FTA at (312) 886-1619.

Sincerely,

Sincerely,

p.p.

Linda K. Swann
Deputy Division Administrator

Kelley Brookins
Regional Administrator
Federal Transit Administration

For:

Glenn D. Fulkerson
Division Administrator
Federal Highway Administration

enclosure



Wisconsin Department of Transportation
Office of the Secretary
4822 Madison Yards Way, S903
Madison, WI 53705

Governor Tony Evers
Secretary Craig Thompson
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FAX: (608) 266-9912
Email: sec.exec@dot.wi.gov

December 14, 2022

Glenn Fulkerson
Division Administrator
Federal Highway Administration
U.S. Department of Transportation
525 Junction Rd, Suite 8000
Madison, WI 53717

Kelley Brookins
Regional Administrator
Federal Transit Administration
U.S. Department of Transportation
200 W. Adams St, Suite 320
Chicago, IL 60606

Dear Mr. Fulkerson and Ms. Brookins:

Under the authority delegated to me by Governor Tony Evers, I am hereby approving the 2023 – 2027 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County. The Wisconsin Department of Transportation (WisDOT) will reflect by reference the 2023 – 2026 federal aid projects covered by this approval in our 2023 – 2026 Statewide Transportation Improvement Program (STIP), subject to the understandings I have indicated below.

The TIP, adopted by the Greater Madison Metropolitan Planning Organization (MPO) in Resolution No. 8 dated October 12, 2022, represents a cooperative effort between the MPO, local communities, the transit operator and WisDOT, and is designed to meet the objectives and recommendations of the 2050 regional transportation system plan. A copy of the resolution approving the TIP as amended is attached.

Based on our review, we believe that the TIP as amended fulfills the federal transportation and planning requirements (Title 23 U.S.C. 134 and 135 and their implementing regulations 23 CFR 450 as amended) with respect to the inclusion of: 1) a four-year priority list of projects; 2) a financial plan that reflects federal, state and local resources that are reasonably expected to be available during this program period; and 3) both transit and highway projects to be funded with Federal Transit Act and Title 23 funds. Opportunities for public review and comment on the proposed TIP were provided through a public meeting and legal notice requesting citizen input.

In accordance with 23 CFR 450.336, the Wisconsin Department of Transportation (WisDOT) hereby certifies that the metropolitan transportation planning process is addressing major issues facing the State and its urbanized areas, and is being carried out in accordance with the following requirements:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and this part;
- (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 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 11101(e) of the Infrastructure Investment and Jobs Act (Public Law No: 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
- (6) 23 CFR part 230, regarding 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 23 U.S.C. 324, regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

The TIP will become effective upon your subsequent approval of WisDOT's 2023 – 2026 STIP.

Sincerely,



Craig Thompson
Secretary

ecc: William Schaefer, Greater Madison MPO
Mary Forlenza, FHWA
Karl Buck, FHWA
William Wheeler, FTA
Evan Gross, FTA
Stephen Flottmeyer, WisDOT SW Region
Alex Gramovot, WisDOT BPED
Chuck Wade, WisDOT BPED

Schaefer, William

Subject: FW: CARPC update

From: Steve Steinhoff <steves@capitalarearpc.org>
Sent: Thursday, December 15, 2022 5:27 PM
To: Schaefer, William <WSchaefer@cityofmadison.com>
Cc: Mike Rupiper <miker@capitalarearpc.org>
Subject: RE: CARPC update

Caution: This email was sent from an external source. Avoid unknown links and attachments.

- Amended the CARPC 2023 Work Program to bring the WI Salt Wise program and associated staff position into CARPC in 2023
- Amended CARPC 2023 budget to maintain salary parity with Dane County and include WI Salt Wise program revenues and expenses
- Agency leaders continue to meet with local government officials to discuss implementation of the Regional Development Framework
- Cynthia Richson, Chair of the Town of Middleton, was appointed to the Commission by the Dane County Towns Association.

Steve [Steinhoff](#)

MPO Agenda Cover Sheet

January 4, 2022

Item No. 5

Re:

Presentation on MPO Funded Exchange Street Project and Request for Approval of Design Change

Staff Comments on Item:

The MPO is providing STBG Urban funding to the Village of McFarland for their project to reconstruct Exchange Street from Farwell Street west to Sleepy Hollow Road just before the Yahara River bridge (see attached location map). Construction is scheduled for 2024. This was the first project funded under the MPO's "small project" policy. The street runs through a residential area and serves both the middle school and high school performing arts center. The average daily traffic volume on the street is around 3,500. The street currently has sidewalk on the south side only.

As part of the project funding application, the village indicated that bike lanes and sidewalk on the north side would be added along with pedestrian crossing improvements. As part of the recent final design process, the village considered omitting the sidewalk on the north side due to right of way constraints and some resident opposition. MPO staff indicated that the MPO board would need to sign off on this design change, and staff would oppose that due to non-compliance with the MPO's complete streets policy. This policy is a screening criterion and must be met in order for a project to be eligible for funding. In addition, the project was scored and funded based on the plans to add the sidewalk.

The village ultimately chose to include the sidewalk on the north side and remove the very under-utilized on-street parking from one side. However, the village would like to exclude the northern sidewalk from the southernmost block just before the river (south of Jaeger Rd.). The main reason is that the southernmost house is very close to the street and the sidewalk would need to be installed against the curb in order to allow room for a car in the driveway. In addition, the bridge does not currently have a sidewalk and won't be replaced for up to 30 years or so. Also, there is some question as to when or even if the area west of the bridge, currently in the town of Dunn, will develop. While the omission of sidewalk from just the one block represents a relatively small modification from the original plan, staff, in consultation with Board Chair Opitz, decided to have the village come before the MPO board to discuss the project and the sidewalk issue.

Materials Presented on Item:

1. Exchange Street project location map
2. Final street design (roll plot) for the selected one-sided parking option
3. Most recent email exchange regarding project

Staff Recommendation/Rationale: Based on information staff has at this point, staff believes it makes sense to include sidewalk on the north side of the southernmost segment of the project. One option would be to eliminate on-street parking from that block. This ensures complete pedestrian connectivity and improved pedestrian safety in the future when the bridge over the Yahara River is rebuilt with pedestrian accommodations and the area west of the river is potentially developed. While the sidewalk could be added in the future, it would be even more difficult to do it then. However, staff does not recommend making MPO funding conditional on inclusion of this sidewalk segment.

Village of McFarland Exchange Street Reconstruction

PROJECT
LOCATION

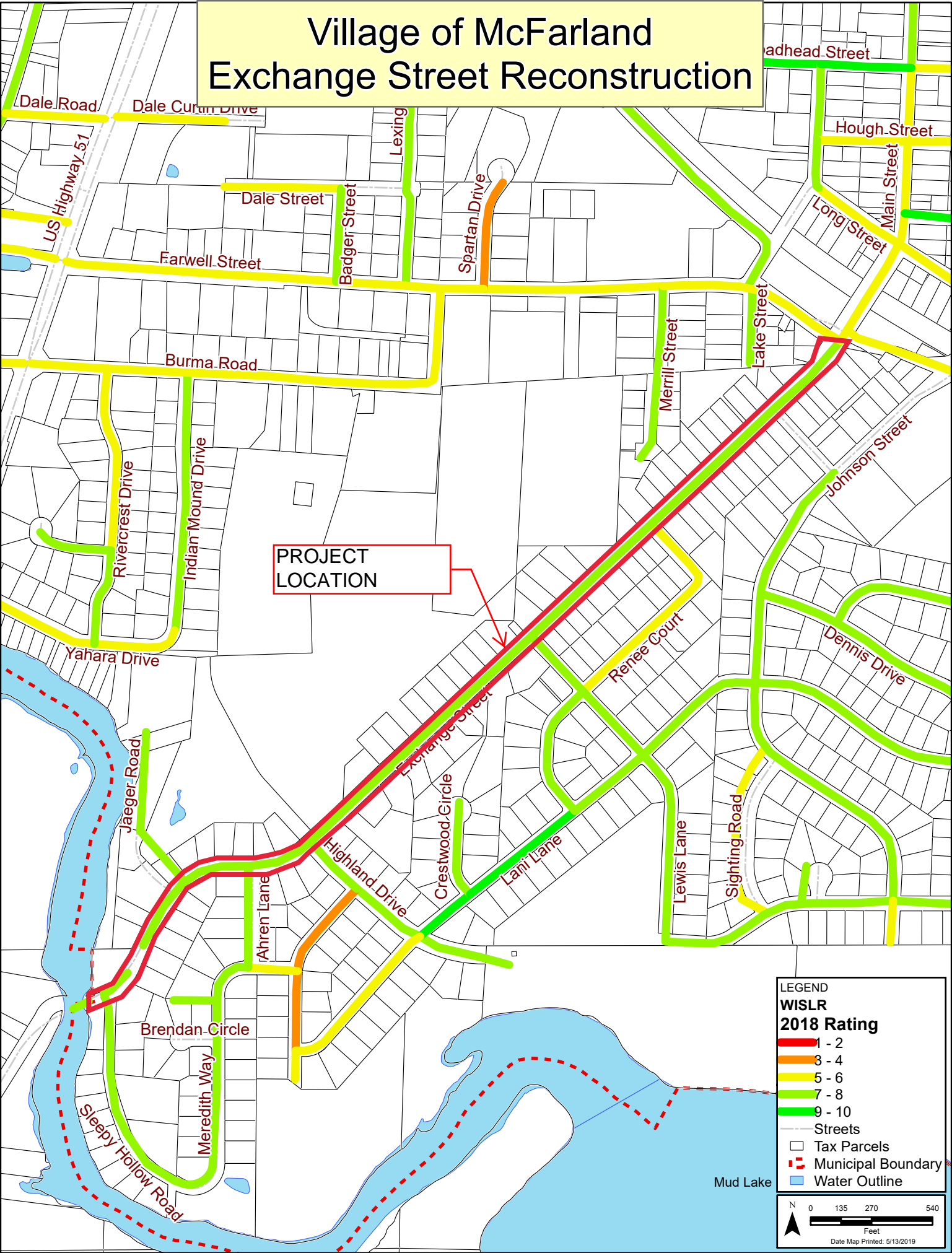
LEGEND

WISLR
2018 Rating

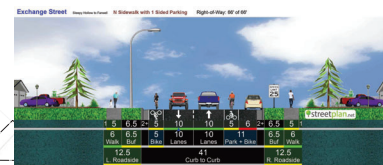
- 1 - 2
- 3 - 4
- 5 - 6
- 7 - 8
- 9 - 10

— Streets
□ Tax Parcels
- - Municipal Boundary
■ Water Outline

N 0 135 270 540
Feet
Date Map Printed: 5/13/2019



tc TOWN & COUNTRY
ENGINEERING, INC.



Schaefer, William

From: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Sent: Tuesday, December 6, 2022 9:23 AM
To: Schaefer, William
Cc: Tim Stieve
Subject: RE: Village of McFarland Exchange Street Sidewalk

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Bill,

Yes, we will prepare for January 4th with the MPO. Can you send some info on logistics for attending the meeting? I will likely be present as well.

I just want to provide some local context to what Tim has provided to date. He's doing a fine job of representing us in this realm, but there are some things I'm closer to not really engineering related that I want to bring up to gauge the MPO and WisDOT's reaction as we work toward January.

You mentioned growth and development along this corridor to the south and feels like from afar this might be a foregone conclusion. It really is not though. We have been in a 20 years boundary agreement with the Town of Dunn that explicitly precludes our ability to grow. That will come due at the end of this decade and we are negotiating the likely extension of this another 10 years thereafter. Never say never, I realize that, but prospects of this are light at that present our growth foot print extends this way.

I really do like the idea of single sided parking and I really do not like the idea of no parking in this area. I think this creates a hardship for these residents that are already pinched with available property for parking as it is. Several of them, especially on the northwest side will have very little flexibility here. They'll be asked to sacrifice functionality of their property for the installation of a pedestrian corridor that can be provided in other ways (i.e. – sidewalk on the other side of the street, bike lanes, etc.) I would really like to avoid this hardship for them, I think they need at least one sided parking to be consistent and equitable with surrounding property owners.

What was suggested at the Committee is that we at least make available space for sidewalk to be added in the future when/if the need for this corridor becomes necessary. It really boils down to that last house as a pinch point, but Tim is reviewing some options. We also recognize that this would be an expense the Village takes on in the future when the timing is more appropriate. This is the sort of compromise we'll be presenting and I don't know if these comments change anything, but wanted to share these thoughts as well to understand our vantage point for the project.

Let me know if you have any questions. Again, we're happy to attend in January and will be prepared to address the issue with the Committee.

Thanks,
Matt

From: Tim Stieve <tstieve@tcengineers.net>
Sent: Tuesday, December 6, 2022 5:59 AM
To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Subject: FW: Village of McFarland Exchange Street Sidewalk

Matt,

See below from the MPO. It sounds like they met with WisDOT and would like the Village to approach the Board for the sidewalk revision on that southern block.

We have not drawn anything with parking removed from both sides of the street through this section as Bill suggests, but we could get an exhibit put together if that is desired for consideration.

Best,

Tim

Tim Stieve, P.E., ENV-SP
tstieve@tcengineers.net
Town & Country Engineering, Inc.
6264 Nesbitt Road
Madison, WI 53719
(608) 273-3350 Cell: (920) 723-7789

From: Schaefer, William <WSchaefer@cityofmadison.com>
Sent: Monday, December 5, 2022 5:04 PM
To: Tim Stieve <tstieve@tcengineers.net>
Subject: RE: Village of McFarland Exchange Street Sidewalk

Tim,

I'd like to have you and Carolyn on the January 4 MPO Board meeting agenda to review the design for the Exchange Street project and to specifically address the issue of omitting sidewalk from that southernmost block. If that doesn't work, the February 1 meeting would work as well, but I assume you'd like to get this issue resolved sooner rather than later. We met with WisDOT SW Region staff to discuss this. I know that WisDOT staff indicated they would approve the project without that segment of sidewalk, but they also understood why we would like to still see that segment of sidewalk installed. To be honest, I doubt the board would withdraw funding for the project just because of that one segment, but I do hope the village goes that way as I think it would be good from a long-term perspective. I think it is good in terms of process for the village to go before the board to discuss the project. I'd be interested to better understand why the parking couldn't be removed from that segment, allowing the road to be shifted south a bit.

Bill Schaefer (he/him)

PLANNING MANAGER

ph: (608) 266-9115

email: wschaefer@cityofmadison.com

GreaterMadisonMPO.org

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MPO Agenda Cover Sheet

January 4, 2022

Item No. 6

Re:

Brief Presentation on Metro Transit Safety Planning Efforts

Staff Comments on Item:

At the board's November meeting, the board adopted a resolution approving the transit safety targets adopted by Metro Transit under the federally required performance management framework. Federal law requires transit agencies to adopt a safety plan, track various safety metrics, and set performance targets for them. Metro adopted its safety plan in 2020, and has been implementing it. Metro has added a new chief safety officer position and has created a new safety team in response to new IIJA requirements. The board expressed interest in having Metro staff come present on its safety planning efforts. Justin Maki, Metro's Safety Coordinator, will provide a presentation to the board.

Materials Presented on Item:

1. Executive summary of Metro's safety plan outlining what it includes

Staff Recommendation/Rationale: For informational purposes only.



metro transit

Public Transit Agency Safety Plan

City of Madison – Metro Transit

Executive Summary

Fixing America's Surface Transportation Act (FAST Act) grants the Federal Transit Administration (FTA) the authority to establish and enforce a comprehensive framework to oversee the safety of public transportation throughout the United States. As a component of the safety oversight framework, the FAST Act requires recipients of FTA funding to develop and implement a Public Transit Agency Safety Plan (PTASP) that addresses performance measures, strategies, and staff training opportunities.

The FAST Act expands the regulatory authority of the FTA to oversee safety, providing an opportunity for FTA to assist transit agencies in moving toward a performance based approach in Safety Management Systems (SMS). The FAST Act puts the FTA in a position to provide guidance that strengthens the use of safety data to support management decisions, improves the commitment of transit leadership to safety, and fosters a culture of safety that promotes awareness and responsiveness to safety risks.

The PTASP for Metro Transit is consistent with and supports a SMS approach to safety risk management. SMS is an integrated collection of policies, processes, and behaviors that ensure a formalized proactive and data-driven approach to safety risk management. The aim of SMS to increase the safety of transit systems by proactively identifying, assessing and controlling safety risks. The approach is flexible and scalable, so that transit agencies of all types and sizes can efficiently meet the basic requirements of the FAST Act. The PTASP for Metro Transit addresses the following elements:

- **Policy Statement** – Establishing commitment to continual safety improvement
- **Document revision and control** – Description of the regular annual review processes and updates
- **Description of core safety responsibilities** – Accountabilities and authority of the accountable executive, chief safety officer, and key members of the safety management team
- **Safety Promotion** – Training and communication methods/objectives
- **Safety Risk Management** – Processes utilized to identify hazards, risk analysis, and evaluation
- **Prioritized Safety Risks** – Description of the most serious safety risks to the public, personnel, and property
- **Risk Control Strategies** – Strategies and actions utilized to minimize exposure of the public, personnel, and property to hazards
- **Safety Assurance** – Safety performance monitoring and measurement through performance indicators and targets. Management of change and continuous improvement

MPO Agenda Cover Sheet

January 4, 2022

Item No. 7

Re:

Request to Become Participating Agency for the Interstate 39/90/94 (Madison to Wisconsin Dells) Study

Staff Comments on Item:

WisDOT is conducting a study of Interstate 39/90/94 from the Beltline in Madison to USH 12/STH 16 in the Wisconsin Dells to evaluate and develop a recommendations for long-term improvements to the corridor. Federal law has a process for identifying “participating agencies” for EIS studies such as this. Such agencies participate in coordination meetings and have added opportunities for comment on the project purpose and need, alternatives to be considered, and impacts. WisDOT has invited the MPO to be a participating agency, which of course makes sense. An initial coordination meeting is scheduled for January 30, 2023. WisDOT is scheduled to present to the MPO Board on the study at the February 1, 2023 meeting.

Materials Presented on Item:

1. WisDOT memo requesting confirmation of interest in being participating agency for the study and contact information.

Staff Recommendation/Rationale: Staff recommends the MPO accept the invitation from WisDOT to become a participating agency in the Interstate study.

Wisconsin Department of Transportation
Division of Transportation System Development
Southwest Region
Madison Office
2101 Wright Street
Madison, WI 53704

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (262) 246-3800
Facsimile (FAX): (262) 246-7996
E-mail: swr.dtsd@dot.wi.gov



December 12, 2022

RE: I-39/90/94 Corridor Study
US 12/18 to US 12/WIS 16
Dane, Columbia, Sauk and Juneau Counties

Greetings,

Introduction

This letter describes the Interstate 39/90/94 (I-39/90/94) Corridor Study and invites your agency to become a Participating Agency for the study. A summary of requested actions is provided at the end of the letter.

I-39/90/94 Corridor Study

The Wisconsin Department of Transportation (WisDOT) and the Federal Highway Administration (FHWA) are initiating the I-39/90/94 Corridor Study between US Highway (US) 12/18 in Madison and US 12/ Wisconsin State Highway (WIS) 16 in Wisconsin Dells. The study will also evaluate I-39 from its split with I-90/94 (I-39 I-90/94 split) to Levee Road near Portage. The study corridor is 67 miles long and travels through Dane, Columbia, Sauk and Juneau counties. (See attached study location map). WisDOT and FHWA will prepare an Environmental Impact Statement (EIS) that will describe corridor needs, a range of alternatives and associated impacts and benefits, as well as mitigation measures for unavoidable impacts.

The study accounts for two separate ongoing projects in the corridor: the I-39/90/94 bridge replacement over the Wisconsin River and the WIS 60 interchange reconstruction project, both in Columbia County. Additional information about these projects can be found at [I-39/90/94 Bridge over Wisconsin River \(wisconsindot.gov\)](http://wisconsindot.gov) and [I-39/90/94 and WIS 60 Interchange – Columbia County \(511wi.gov\)](http://511wi.gov).

Invitation to Become a Participating Agency

Your agency has been identified preliminarily as one that may have an interest in this project because of resources that may be affected. Please accept this invitation to become actively involved as a Participating Agency in the I-39/90/94 Corridor Study for this National Environmental Policy Act and Wisconsin Environmental Policy Act (NEPA/WEPA) process.

Pursuant to 23 United States Code Section 139, Participating Agencies will be afforded the opportunity, together with the other agencies, Indian tribes, and the public, to be involved in defining the project's purpose and need, determining the range of alternative strategies to be considered, and identifying potential environmental effects. Agency advice and technical assistance on environmental matters during the I-39/90/94 Corridor Study are expected to help in all these ways, leading to the identification of a preferred alternative. It is anticipated that participation will include coordination points over an approximate two-year period, with associated materials, culminating with review of the Draft EIS. Your participation does not imply that your agency supports the findings or any potential improvement projects that may result from this corridor study.

WisDOT and FHWA will host an agency coordination meeting on January 30, 2023. A link to the meeting is provided in the email invitation you received.

Please respond to this invitation within 30 days from the date of this letter using the contact information at the end of this letter.

Request to Confirm Contact Information

With your response, please also confirm the following contact information for your agency is accurate or provide corrected contact information.

William Schaefer, Transportation Planning Manager
Greater Madison MPO
121 S. Pinckney Street Suite 400
Madison, WI 53703
wschaefer@cityofmadison.com
(608) 266-9115

Summary of Requested Items

- *Provide a written response accepting or declining the invitation to become a Participating Agency.*
- *If you agree to participate, provide confirmation or correction for contact information for your agency.*
- *Attend the agency coordination meeting on January 30, 2023.*

Your letter or email response may be sent to:

Frank J. Pritzlaff, P.E.
WisDOT Southwest Region—Madison Office
2101 Wright Street
Madison, WI 53704 2583
(608) 419-4520
Frank.Pritzlaff@dot.wi.gov

With a copy to:
Bethaney Bacher-Gresock
Major Studies Environmental Lead
FHWA-Wisconsin Division
525 Junction Road, Suite 8000
Madison, WI 53717-2157
(608) 662-2119
Bethaney.Bacher-Gresock@dot.gov

If you would like to discuss the I-39/90/94 Study in more detail, please contact me. You can also visit our study website at [I-39/90/94 Study \(wisconsin.dot.gov\)](http://I-39/90/94%20Study%20(wisconsin.dot.gov)). Thank you for your cooperation and interest in this study. I look forward to meeting you at the agency coordination meeting on January 30, 2023.

Sincerely,

Frank J. Pritzlaff


Frank J. Pritzlaff, P.E.
WisDOT Southwest Region—Madison Office

cc: Bethaney Bacher-Gresock, FHWA-Wisconsin
Brian Taylor, WisDOT Environmental Coordinator
Mike Helmrick, WisDOT Environmental Coordinator
Colleen Hoesley, Greater Madison MPO

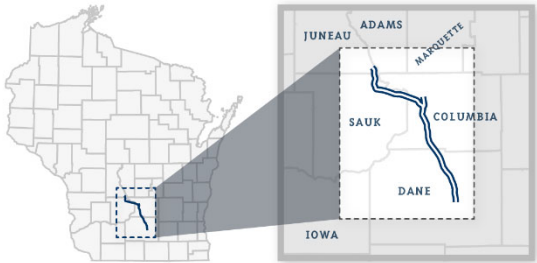
I-39/90/94 Corridor Study Location



LEGEND

 I-39/90/94 Corridor Study Limits

I-39/90/94 from US 12/18 in Madison to US 12/WIS 16 in Wisconsin Dells. Approximate study corridor shown. Expanded study areas may be identified near existing and new interchanges.



MPO Agenda Cover Sheet

January 4, 2022

Item No. 8

Re:

Brief Update on Regional Safety Action Plan Project

Staff Comments on Item:

During the September Board meeting, the Board approved staff to release an RFP to hire a consultant to assist with preparing a Regional Safety Action Plan and submitting an application for FY 2023 Safe Streets and Roads for All implementation funding. The MPO selected SRF Consulting Group to lead the project, with support from Alta Planning+ Design and KL Engineering. The project will begin in mid to late January. The proposed project scope and planning approach is included in the packet, which will be further refined during the project kick-off.

Materials Presented on Item:

1. SRF Proposed Project Approach for the Regional Safety Action Plan.

Staff Recommendation/Rationale: For informational purposes only.

3.9 Project Approach

QUESTION 1

Submit a work plan that outlines the proposed steps and project timeline for completing each of the tasks included in the scope of services.

Task 1 - Develop Work Plan

The SRF team understands the importance of creating a plan that meets the Greater Madison MPO financial and schedule requirements, while listening to and understanding the community's needs. Our project management team consists of Renae Kuehl as the main point of contact for the MPO, project Director and lead project manager and, Alia Awwad, PE, as the Alta Project Manager. In addition, we are supported by technical staff from SRF, Alta and KL Engineering to provide insight into program development, communications, data analysis, and quality control oversight.

WORK PLAN DEVELOPMENT

We will meet with the MPO to present, review and revise the proposed workplan and schedule, as well as discuss any perceived issues or risks related to the project. We will identify specific roles and responsibilities, and clarify any issues that may be unclear in the proposal. SRF will facilitate a discussion with the MPO to affirm and refine the proposed draft work plan and detailed schedule for each subtask.

KEY MEETINGS (see schedule below for timing of these meetings)

We anticipate the following key meetings at milestones in the project schedule (It is assumed that all meetings will be virtual, based on indications in the RFP and the MPO website noting that all Technical Coordinating Committee and Policy Board meetings are currently held virtually).

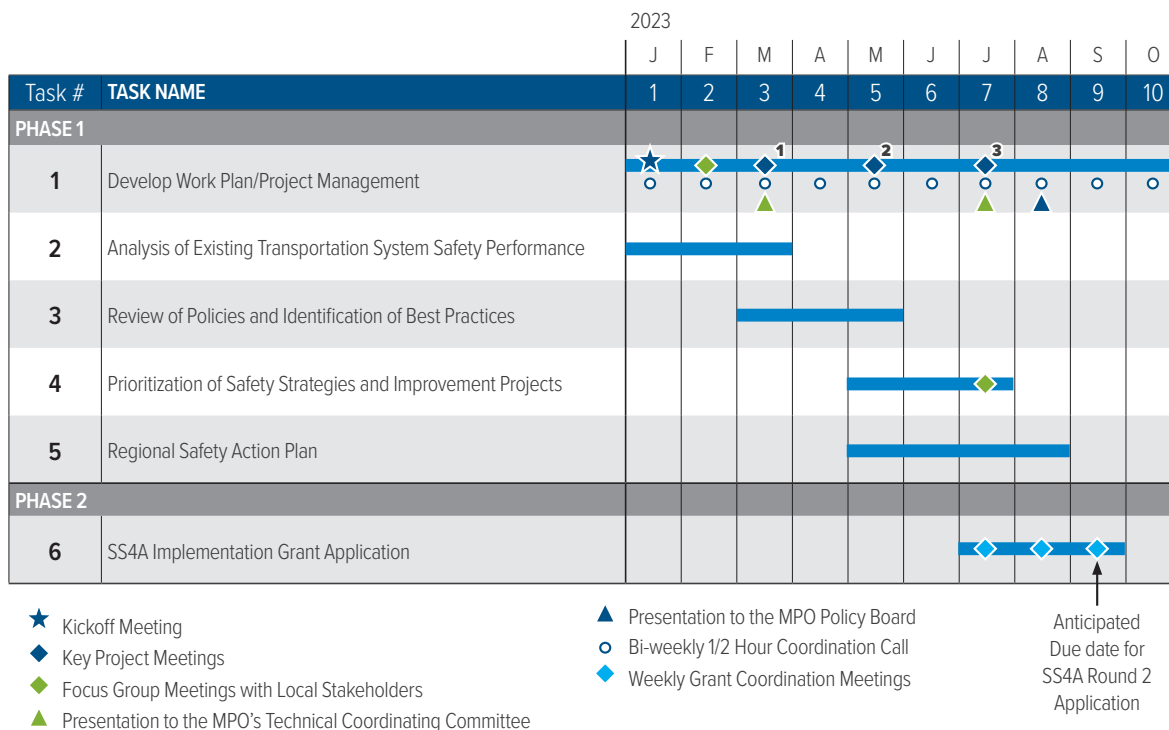
- **Kickoff meeting**
- **Bi-weekly half hour coordination calls to check-in throughout the project.**

Project meetings after the completion of key tasks:

- **Meeting 1 – Discuss Crash analysis results; Identify policies to review**
- **Meeting 2 – Policy review findings; Discussion of potential safety strategies**
- **Meeting 3 – Analysis and Prioritization results**
- **Two presentations to the MPO's Technical Coordinating Committee**
- **One presentation to the MPO Policy Board**
- **Focus Group Meetings with key stakeholders**
- **Up to ten (10) 2-hour meetings with local agency staff to identify candidate transportation safety projects (covered in Task 4)**
- **Phase 2 - Weekly Grant coordination meetings (covered in Task 6)**

SCHEDULE

In order to have this work completed prior to the next round of SS4A grants (September 2023); we are proposing an aggressive seven month schedule as shown below, which will require regular engagement with Greater Madison MPO leadership to meet the deadline.



PROJECT MANAGEMENT PHILOSOPHY

SRF strives for close working relationships with our client partners to establish open and honest project communication, trust, and transparency. This close working relationship is a core value of Project Manager, Renae Kuehl, PE, who fully commits to being an extension of MPO staff through the use of the following:

Consistent, frequent communication: The SRF team will use recurring regular bi-weekly project check-ins to discuss schedule, ongoing tasks, upcoming tasks, project needs and challenges. SRF staff is always available to discuss and check in as needed.

Coordination with Subconsultants: Because we operate as an integrated team, SRF will coordinate with Alta and KJ Engineering regularly as part of team meetings to ensure they are informed of project assignments, tasks and expected timelines. Renae will serve as the main point of contact and will be responsible for managing the subconsultants work.

Management of the Project Budget: We use standard project management practices and metrics to continuously communicate and monitor schedule, time and progress. This includes clearly identifying the team members who will be involved in each task, labor budget and expenses, and duration of each task.

 **DELIVERABLES:** Workplan, schedule, meeting materials and summaries, invoices and progress reports and three PowerPoint presentations

Task 2 - Analysis of Existing Transportation System Safety Performance (Phase 1)

The SRF team understands the importance of creating a plan that meets the Greater Madison MPO financial and schedule requirements, while listening to and understanding the community's needs. Our project management team consists of Renae Kuehl as the main point of contact for the MPO, project Director and lead project manager and, Alia Awwad, PE, as the Alta Project Manager. In addition, we are supported by technical staff from SRF, Alta and KL Engineering to provide insight into program development, communications, data analysis, and quality control oversight.

CRASH DATA & ANALYSIS

The project team will work with the MPO to gather and review the crash data and analyses performed prior to this effort. This includes reviewing crash data parameters, the High Injury Network (HIN) parameters, and the intersection network screening. The team will also review Streetlight Data provided by the MPO to augment the contextual elements of the HIN, such as roadway characteristics. We have experience working with both Wisconsin crash data and Streetlight and feel confident working with these data sources for this project. In other similar projects we found it beneficial and recommend analyzing supplementation data from the Sheriff's Department, Hospital Records, and Traffic Operations Center specifically for severe crashes that could affect prioritization that haven't been processed through key crash databases.


For purposes of eligibility for the SS4A grants, demonstrating the Safe System Approach that identifies the key crash profiles, or "themes", will be critical. The project team will synthesize the crash analysis review results, policy review, and stakeholder input to develop up to three (3) crash profiles that represent the causes of most prevalent fatal and severe injury crashes in the area. The crash profile will include an evaluation of crash types, land use context, road user behavior, and mode to identify key crash trends.

Additionally, while the Regional HIN (being developed by the University of Wisconsin TOPS Lab) will be the main foundation for developing the

crash profiles, our team will also examine intersection-specific crash trends. Leveraging the MPO Intersection Network Screening analysis that includes Safety Performance Functions, our team will review high-crash intersections to identify major intersection-related conflicts and crash causalities. **This additional information will enhance identifying targeted countermeasures at intersections.**

EQUITY ANALYSIS


Integrating equity into the safety planning and implementation process is a vital component of a successful and sustainable Safety Action Plan. The US DOT has placed special emphasis on equitable allocations of safety infrastructure investments, and therefore, it will be critical to understand the HIN, prioritized projects, and strategies through the lens of an equity framework. To do this, the project team will use the crash analysis results and map them with the MPO's Environmental Justice Priority Areas to visually see the overlap and identify and prioritize areas of critical need. The team will work with the MPO and local municipalities to further define the vulnerable populations who are most impacted by the prominent crashes in the region that cause fatalities and severe injuries. This will help focus in on the elements that are most critical to the context of Madison. Which will in turn, will help create an authentic and competitive story of the need for safer streets in the Greater Madison MPO area for the purposes of the SS4A Implementation Grant.

 **DELIVERABLES:** A technical document summarizing our crash analysis and system performance findings.

Task 3 – Review of Policies and Identification of Best Practices (Phase 1)

In addition to the national and federal literature we are meticulously familiar with (and is integral within our approach), we will conduct a literature search to determine existing safety documents that exist at a local, state and national level, that may influence the project. Example documents include but are not limited to the Wisconsin Strategic Highway Safety Plan (SHSP), Highway Safety Plan (HSP) and Highway Safety Improvement Program (HSIP). We will use our experience working with other agencies to develop safety plans and visions zero plans and lessons learned to advise the MPO on best practices.

In addition, we will review and synthesis the engagement that has been completed to date, for relevance to the Action Plan and advise on any extra engagement that needs to be conducted to ensure the plan is eligible and competitive for the SS4A Implementation grants.

 **DELIVERABLES:** A technical document summarizing our review and suggesting best practices.

Task 4 – Prioritization of Safety Strategies and Improvement Projects

Using the findings from Task 2 and 3 and with a focus on equity, we will work, in coordination with the Madison MPO, with local agency partners to identify prioritized corridors, strategies and ultimately suggest projects for implementation.

PRIORITY CORRIDORS

The HIN helps focus MPO safety interventions on a subset of high-crash corridors. From this subset, we will assist the MPO in identifying priority investment locations consisting of high crash sub-corridors or focus zones. We will look at locations on the HIN with particularly high crash densities (weighted by crash severity) or high crash potential, and refine the list based on MPO leadership and public and stakeholder feedback on perceived issues and safety concerns (assuming the data available from the MPO includes this information). While the Safety Action Plan is aimed at a macro-level analysis, identifying priority corridors for closer examination will cast a micro-level analysis lens that allows identifying specific safety improvements.


SAFETY STRATEGY AND PROJECT SELECTION

Based on our expertise and analysis, we will determine a preliminary short list of proven infrastructure and non-infrastructure strategies to consider with the focus on safe people and safe roads. We will review

this initial list with the MPO staff to identify omitting strategies that the MPO is not interested in and adding strategies that might not be listed, specifically looking at innovative technologies and strategies to promote safety and equity.

PROJECT DEVELOPMENT

Using the full list of prioritized locations and the MPO selected preferred safety countermeasures, we will work with the MPO and local agency partners to determine candidate transportation safety projects. The primary focus of project identification will be on high-impact strategies and following the Safe System Approach. The safety plans we have completed for the past decade have been focused on a data-driven safety analysis (DDSA) which uses data to help identify issues and determine solutions, focusing on safe roads and safe people. The identified projects will include a preliminary project scope, justification and schedule for implementation, which will be useful information when applying for grant for project funding.

 **DELIVERABLES:** Technical memo summarizing the prioritization method and suggested safety strategies.

Task 5 – Regional Safety Action Plan

To summarize this process, we will write a report communicating high level processes/technical data into implementable results using easy to understand graphics and illustrations to document the required key components of the SS4A action plan – leadership commitment and goal setting, planning structure, safety analysis, engagement and collaboration, equity considerations, policy and process changes, strategy and project selections and progress and transparency. The action plan will be developed as a “living document” that should be reviewed/updated annually, and will include, but not be limited to, the following key elements:

- **Systemic Crash Assessment succinctly and graphically illustrating prominent crash trends, causes, and impacts on vulnerable areas.**
- **Community and Stakeholder Synopsis clearly linking engagement findings to safety outcomes**
- **The MPO’s Vision Zero goals, strategies, action items, and performance measures.**
- **Strategies and action items will be categorized into short-, mid-, and long-term; effectively creating an implementation plan for the Vision Zero Action Plan.**

The appendix of the report will include a leadership commitment letter/vision zero resolution, an overview of each location that documents the priority, roadway characteristics, crash history, suggested safety strategy and estimated anticipated cost.

With the short timeline for this project, we anticipate writing the plan continuously throughout the project, using the technical summaries from each task as it is completed, to expedite the development of the final plan.

 **DELIVERABLES:** Final Safety Action Plan

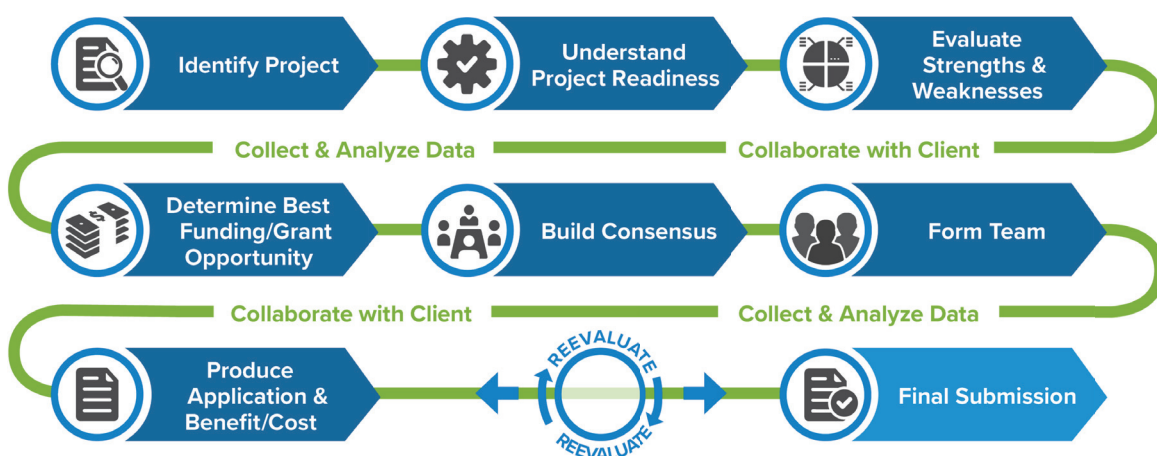
Task 6 – SS4A Implementation Grant Application (Phase 2)

SRF’s Grants Lead Paul Chellevoid will be the primary contact for the grant writing phase. He leads our funding and grants team who have delivered over 200 winning applications totaling over \$1.12 billion dollars for our clients. He will work closely with Project Manager Renae Kuehl to strategize application criteria and determine where important narratives can be added to receive higher points and develop a competitive application.

Through our thorough knowledge of the benefit cost analysis, grant selection criteria, and project history, we will be available to work with the Greater Madison MPO to develop the most competitive application to maximize the chances in securing federal funding. The SRF team has successfully implemented a grant planning and communication process for many of our clients. The grant schedule, from its release to application deadline, is typically a short timeframe. Therefore, we commonly hold

weekly check-in meetings with the full team and maintain open and constant communication. Paul will schedule regular coordination meetings with the Greater Madison MPO representatives to review application selection criteria and draft content. SRF will also maintain responsive coordination and communication with agency partners throughout the grant writing process.

SRF will develop a 10-page narrative and support Greater Madison MPO in filling out all required federal grant forms to submit for an Implementation Grant funding as a part of the Safe Streets for All (SS4A) Program. The Narrative will illustrate the Counties’ needs and clearly state the responses to support each selection criteria, as well as provide a competitive and reasonable budget cost. The materials will be provided to Greater Madison MPO representatives for review in advance of the grant submittal date, anticipated to be September 15, 2023.



The graphic above illustrates SRF’s successful grant application process.

 **DELIVERABLES:** Final grant application narrative and forms

MPO Agenda Cover Sheet

January 4, 2022

Item No. 9

Re:

Brief Update on Recruitment Process for New MPO Manager

Staff Comments on Item:

The MPO Director/Planning Manager position was posted at this link:

<https://www.governmentjobs.com/careers/madisonwi/jobs/3833907/metropolitan-planning-organization-mpo-director-planning-manager?pagetype=jobOpportunitiesJobs>

Applications are due on January 25, 2023. Board member Richelle Andrae has agreed to assist with the applicant screening process, and Doug Wood has agreed to assist with the interviews. Tom Lynch will be involved with the interviews as well. If any other board members are interested in being involved in the recruitment process, let me know. The schedule for the process should result in only a 2-3 month gap at most without a director. Colleen Hoesly will be handling most needed responsibilities and be the point of contact in the meantime.

Materials Presented on Item:

None

Staff Recommendation/Rationale: For informational purposes only.