



## Meeting Minutes

Date/Time: Tuesday, February 18, 2020, at 10:30 a.m.

Location: Lake Michigan Room, MDOT Horatio S. Earle Learning Center, 7575 Crowner, Lansing, MI

1. Call to Order

Mr. Bruff called the meeting to order at 10:35 AM.

2. Introductions

Introductions were made.

3. Changes or Additions to the Agenda

Mr. Jon Start made a motion to approve the agenda as presented, supported by Mr. Eric Mullen. The motion carried unanimously.

4. Approval of the February 2020 Meeting Minutes

Mr. Eric Mullen made a motion to approve the minutes as presented, supported by Ms. Maja Bolanowska. Mr. John Lanum requested that the following sentence be struck from the January meeting minutes: "Mr. Lanum noted that information is really a forecast rather than a target." The motion carried unanimously.

5. Treasurer's Report

Ms. Lindsay Wallace reported that as of February 10 the existing balance was \$17,906. She also shared that some initial payments have been made for the MTPA 2020 Conference.

6. Education Committee Report

Ms. Bolanowska noted that the committee will meet today at 2:00 PM.

7. MTPA 4-year Training Schedule

Ms. Andrea Strach asked MTPA members for detailed input regarding future MTPA trainings. Mr. Don Mayle & Mr. Eric Mullen asked about holding a few future trainings for the Local Agency Balance Report and JobNet/SMART. Ms. Kim Gallagher noted that FTA may be giving Title VI training on May 4 & 5 in Grand Rapids. Specific location to be forthcoming.

8. FHWA Update

Mr. Aaron Dawson noted that FHWA has received \$60.3 M in new highway infrastructure HIP programs funds. There is \$20.1M for alternative fuel corridors and charging stations infrastructure, and \$39.4M for bridge



replacement and rehabilitation projects. It should be noted that there are different requirements for urbanized and rural areas for the alternative fuel and charging funds. The TMA's will receive direct attributable funds. The attributable funds are sub allocated to a TMA, and TMA decides how to use them. These are available now for obligations, and must be spent by 9/30/2023.

9. Asset Management Council (TAMC) Update

Mr. Jon Start noted that there was update in the packet.

10. JobNet Tech Report

Mr. Steve Stepek noted that his update was in the packet.

11. MDOT Update

A. Rebuilding Michigan Bond Program

Ms. Denise Jones reported that on January 29 Governor Whitmer announced the Rebuilding Michigan Program in the State of the State address. The focus of the program will be on state road and bridges in heavily traveled corridors with the intent to improve the condition of pavement and bridges that are in need of repair. There will be work on interstates, major arterials, and other major freeways corridors around the state.

MDOT is looking forward to working with the MPOs to administer the program There are 49 total projects. 26 were new projects. 23 of those moved from 5-year program into a bonding list. There are 73 new jobs will be added because of the program. MDOT will work with local partners and FHWA to make sure things are done in a timely fashion. This is a Financing Plan, not a new Revenue Plan.

Mr. Bruff asked if MDOT could provide key messaging to share with their committee members across the state. MDOT noted the program aims to get many projects started this construction season, and have more in 2021 and 2022 construction season. There may be an online tracking component for the MI Rebuild Projects for the public via website. More information will follow.

B. TPM Update

Mr. John Lanum noted that he put together the Transit Safety Plan document that was provided. Ms. Michelle Weber-Currie will provide the state 2020 Safety Targets to MTPA. [Sent to MTPA via email on February 20, 2020.]

C. State Long Range Plan Update - MM2045

Mr. Brad Sharlow provided handouts to update on MDOT's 2045 long range plan. [They are provided in the meeting packet.] Phase 2 of the plan is underway. Public input into the planning process is



scheduled to occur from April through August of 2020. The plan is scheduled to be complete in 2021. He also reported that SUDA is fully staffed.

D. MDOT Shift in Construction Deadlines

Ms. Kristin Schuster reported that MDOT has a new emphasis for target lettings. They would be from October – March, and then to August – December. The goal would be to have the trunkline projects let in the first 6 months of the fiscal year, and have them balanced over the course of the year. Industry has an open workload in the winter. If industry could be working on projects when there are milder winter weather conditions, this may be beneficial to them as well as MDOT. The adjustment allows MDOT to bid projects throughout the whole season. There would be a slow progression to move to August – December lettings. The shift in construction deadlines likely wouldn't occur until 2021 or earlier.

Mr. Bruff asked if this change is being conveyed to County Road Commissions? Ms. Schuster noted that MDOT does talk with Counties and share information about bids, pricing, etc. Counties have been moving their lettings up into winter months, which is similar to what MDOT has been working on. Ms. Schuster noted that the program needs to be fiscally constrained, and MDOT notes that. Mr. Eric Mullen noted that projects may be moved around fiscal year in the future.

12. Other New Business

There was no new business to report.

13. Adjournment for Lunch

Mr. Bruff adjourned the meeting at 11:50 AM.



Michigan Transportation Planning Association

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Meeting Attendance Tuesday, February 18, 2020 at 10:30 a.m.

Name	Organization
Andrea Strach	TCRPC
Carolyn Ulstad	MACC
Eric Mullen	MDOT
Heidi Phaneuf	MDOT
Don Mayle	MDOT
Maja Bolanowska	Midland MPO
Laurel Joseph	GVMC
Richard Bayus	MDOT
Luke Walters	MDOT
Tanya DeOliveira	R2PC
Tom Bruff	SEMCOG
Andy Tilman	Battle Creek MPO
R. Mitch Huber	MDOT
Mark Kloha	MDOT
Aaron Dawson	FHWA
Steve Stepek	KATS
Julie Edwards	MDOT
Ryan Smith	Bay CATS
Brad Sharlow	MDOT
Brian Mulnix	WMSRDC

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organizations and agencies responsible for the administration of  
transportation planning activities throughout the State of Michigan



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Michelle Weber-Curie	MDOT
Anita Boughner	MDOT
Kim Gallagher	SWMPC
Jay Anderson	Bay City Area Transportation Study
Jim Sturdevant	MDOT
Jeff Franklin	MDOT
John Lanum	MDOT
Matt Galbraith	MDOT
Jon Start	KATS
Emily Lake	WATS
Lindsay Wallace	SCCOTS
Jason Nordberg	Flint MPO
Tyler Kent	MDOT
Andrea Faber	GVMC
Brian Sonata	
Nicole Baumer	TriCounty MPO
Edward Fowler	MDOT
Dave Engelhardt	EMCOG

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Michigan Transportation Planning Association

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TO: MTPA

FROM: Jonathan Start

DATE: April 10, 2020

RE: Transportation Asset Management Council Report

The Transportation Asset Management Council has not had in person meetings since February. In response to the Governor's Executive Orders the following has been decided;

- PASER data gathering on the Federal Aid road system will not begin until late May in compliance with the order banning State employee travel.
- On site PASER training will be limited to late May and will concentrate on new raters.
- Anyone who took on site training last year or is certified may rate this year without exception.
- The Spring Conference will not be held as scheduled. More to be determined later.
- The annual road and bridge report will be released on time.

April 8, 2020

## **Cost-based STIP/TIP amendments for highway projects in Michigan**

**The focus of this paper is to propose modifications to what triggers cost-based TIP and STIP amendments for highway projects in Michigan. The goal is to have the appropriate magnitude of cost changes trigger the amendment process.**

### **Background**

Changes to the State Transportation Improvement Program (STIP) and MPO Transportation Improvement Programs (TIPs) come in two varieties: amendments and administrative modifications. Amendments are those changes which are of a more significant scale than administrative modifications. The amendment process is triggered by a variety of changes to the STIP/TIP such as the addition or deletion of a phase, and changes in cost, schedule, or scope. See Appendix 1 for related definitions from the Code of Federal Regulations.

The amendment process requires additional time to complete in comparison to administrative modifications. However, this additional time serves an important purpose for the right projects, with an opportunity for public involvement, discussion by MPO and rural committee members, and verification of fiscal constraint. The quantity of amendments varies over the course of the year in Michigan, with an average month having one hundred to two hundred phases being amended (see Appendix 2).

Currently, cost-based amendments to the STIP and TIPs in Michigan are defined as +/- 25% of the Total Phase Cost; examples of a phase include right-of-way and construction. The advantage of a single percent change trigger is that it is simple and easy to remember. However, this also means that it is not sensitive to the cost magnitude - a small cost change on a small phase cost triggers the amendment process, while large changes on a large phase cost may not trigger the amendment process.

### **Proposal**

Revisiting the cost component of TIP amendments provides the opportunity to improve upon capturing what defines a major change in cost. These are the changes which would be of interest to the public, MPO committee members, MDOT, and/or FHWA. ***The goal is to have the appropriate magnitude of cost changes trigger the amendment process.***

Several amendment definition scenarios were evaluated to get a sense of their impacts. The impacts were measured by the quantity of amendments. No metric can capture the entire planning process, but this measure is one quantifiable way to get a sense of how impactful a given scenario may be. See Appendix 3 for details on the scenarios evaluated.

**Proposed changes to cost-based amendments to highway projects include:**

- ***Use Federal phase cost instead of Total phase cost***

Using Federal funds as the basis of cost amendments ties more directly with the required Federal approval of amendments. Additionally, using Federal funds as the basis of cost amendments has the advantage of changes to non-participating project components would no longer trigger the amendment process.

Using only the change to the Federal fund component of a phase cost as the basis for amendments is expected to reduce the quantity of amendments significantly. This is because the Federal funds for a phase tend to fluctuate less than the non-Federal funds between the time a project is programmed in the STIP/TIP and the project nears obligation.

➤ ***Use a Tiered percent change system instead of a flat percent change***

With a tiered system, the percentage cost change triggering an amendment would differ by the magnitude of the phase cost. A tiered system would reduce instances where a small cost change on a small phase cost triggers the amendment process. The amendment threshold for cost changes would be more forgiving for less expensive phases in comparison to more expensive phases.

Using a tiered system is expected to reduce the quantity of amendments, potentially significantly depending on how the tiers are structured. This is due to a reduction of amendments being triggered by small cost changes on small phase costs. A majority of Michigan's program tends to have lower-dollar phase costs (see Appendix 2), so refining the amendment definition to a tiered system could be impactful.

### **Input from Partners**

FHWA would like to receive input on the proposed changes to cost-based STIP/TIP amendments. **Please provide your written comments to Andy Pickard at [andy.pickard@dot.gov](mailto:andy.pickard@dot.gov) by June 26, 2020.** FHWA will then work with MDOT and the MPOs on reviewing and discussing comments received and how to proceed. Virtual meetings will be used as needed due to the coronavirus pandemic.



## Appendices

### Appendix 1: Relevant Federal regulations

23 CFR 450.104 defines "Amendment":

*Amendment means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a redemonstration of fiscal constraint. If an amendment involves "non-exempt" projects in nonattainment and maintenance areas, a conformity determination is required.*

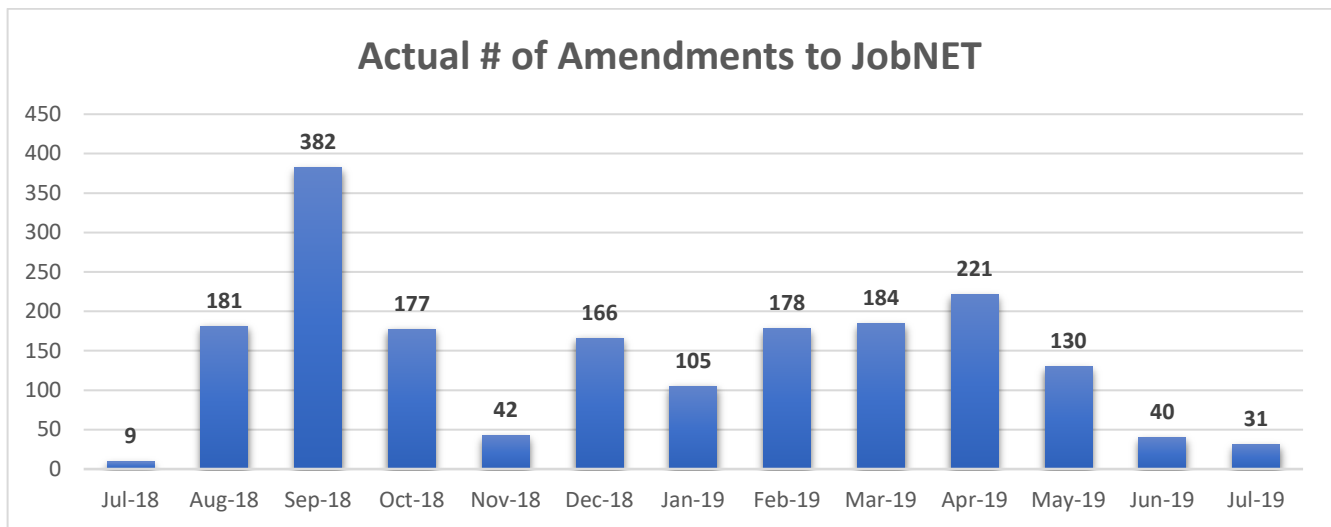
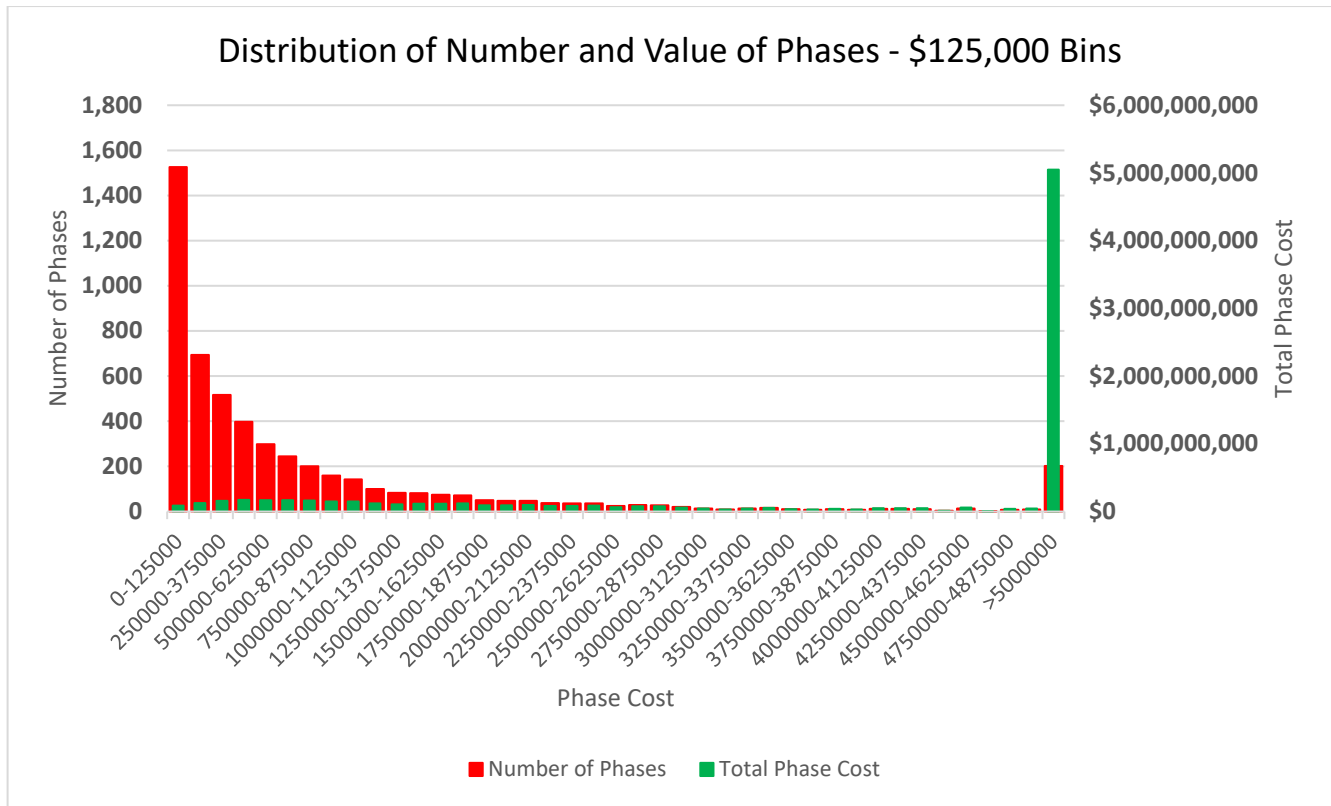
23 CFR 450.328 addresses revisions to the TIP involving fiscal constraint as "Amendments"

*(a) An MPO may revise the TIP at any time under procedures agreed to by the cooperating parties consistent with the procedures established in this part for its development and approval. In nonattainment or maintenance areas for transportation-related pollutants, if a TIP amendment involves non-exempt projects (per 40 CFR part 93), or is replaced with an updated TIP, the MPO and the FHWA and the FTA must make a new conformity determination. In all areas, changes that affect fiscal constraint must take place by amendment of the TIP. The MPO shall use public participation procedures consistent with §450.316(a) in revising the TIP, except that these procedures are not required for administrative modifications.*

*(b) After approval by the MPO and the Governor, the State shall include the TIP without change, directly or by reference, in the STIP required under 23 U.S.C. 135. In nonattainment and maintenance areas, the FHWA and the FTA must make a conformity finding on the TIP before it is included in the STIP. A copy of the approved TIP shall be provided to the FHWA and the FTA.*

*(c) The State shall notify the MPO and Federal land management agencies when it has included a TIP including projects under the jurisdiction of these agencies in the STIP.*

**Appendix 2: Additional background Information**



### **Appendix 3: Scenario testing**

STIP/TIP phases in FY19 were inventoried over a span of three months to create a database of actual cost changes to work from. Amendment scenarios were then applied to the data to evaluate the resulting number of amendments. General Program Account (GPA) policies were not evaluated. Naming conventions for scenarios (Option 1, Option 2, etc.) are not an indication of ranking or preference.

<b>Scenario</b>	<b>Number of Amendments</b>	<b>Difference vs Base</b>	<b>% Difference vs Base</b>
<b>BASE</b> +/- 25% of Total Phase Cost	<b>190</b>	<b>na</b>	<b>na</b>
<b>OPTION 1</b> +/- 25% Federal Phase Cost	<b>116</b>	<b>-74</b>	<b>-39%</b>
<b>OPTION 2</b> + 25% Total Phase Cost	<b>57</b>	<b>-133</b>	<b>-70%</b>
<b>OPTION 3</b> < \$500k Federal: +/-50% \$500k to \$1 M: +/-40% \$1M to \$5M: +/-30% > \$5M: +/-20%	<b>82</b>	<b>-108</b>	<b>-57%</b>
<b>OPTION 4</b> < \$250k Total: +/- 40% \$250k to \$1M: +/- 30% \$1M to \$3M: +/- 20% > \$3M: +/-10%	<b>175</b>	<b>-15</b>	<b>-8%</b>
<b>OPTION 5</b> < \$100k Federal: no amendments needed \$100k to \$250k: +/- 50% \$250k to \$1M: +/- 40% \$1M to \$3M: +/- 30% > \$3M: +/-20%	<b>53</b>	<b>-137</b>	<b>-72%</b>
<b>OPTION 6</b> < \$150k Total: no amendments needed \$ 150k to \$1M: +/- 40% \$1M to \$5M: +/-30% > \$5M: +/- 20%	<b>103</b>	<b>-87</b>	<b>-46%</b>
<b>OPTION 7</b> < \$150k Federal: no amendments needed \$ 150k to \$1M: +/- 40% \$1M to \$5M: +/-30% > \$5M: +/- 20%	<b>50</b>	<b>-140</b>	<b>-74%</b>
<b>OPTION 8</b> Cost curve: % Change = 53.9*(Total Phase Cost ^-0.37)	<b>119</b>	<b>-71</b>	<b>-37%</b>

## **MDOT – Urban Travel Analysis Unit – Urban Model Coverage areas (2020)**

**Brad Sharlow** – Unit Supervisor

- State Long-Range Transportation Plan Project Manager

**Donna Wittl**

- Air Quality Conformity
- **WATS – Ann Arbor** (co-lead with Jon)

**Rob Maffeo**

- CMS Responsibilities
- **Tri-County – Lansing** (lead)
- **Kalamazoo** (lead)
- SEMCOG (team member)
- Metro DTA (team member)

**Jon Roberts**

- **Niles/MACOG**
- **Macatawa Area Coordinating Council – Holland**
- **Flint** (lead)
- **GLBR** (co-lead with Katie)
- SEMCOG (team member)
- WATS – Ann Arbor (co-lead with Donna)
- Air Quality support
- TTC

**Katie Beck**

- **SEMCOG** (team lead)
- **GLBR** (co-lead with Jon)
- **TwinCATS – Benton Harbor**
- Niles/MACOG (backup)
- Metro DTA (team member)
- SMAC Project Manager
- Model 101 Facilitator

**Daniela Khavajian**

- **GVMC – Grand Rapids** (team lead)
- **BCATS - Battle Creek**
- **Traverse City**

- MTC III lead
- Statewide Model support (backup)
- Metro DTA (team member)

### **Ryan Gladding**

- **Muskegon**
- Kalamazoo (backup)
- GVMC – Grand Rapids (team member)
- TCRPC – Lansing (backup)
- Air Quality Support
- Traffic Counts

### **Sam Korson**

- **Jackson**
- Flint (backup)
- GVMC – Grand Rapids (team member)
- Air Quality Support

## **MM2045 Phase 2 Schedule**

<b>January 2020 – March 2020</b>	Plan Framework Existing Conditions Objectives – Stakeholder Workshop Baseline Trends Base (Current) Investment Strategy Preparation for Round 2 Public Involvement (videos)
<b>April 2020 – August 2020</b>	Forecasting Travel Demand Economic and Technology Forecasts Future Modal Needs Financial Planning – Revenue Forecasting Revenue Gap Analysis Scenario Planning – Stakeholder Workshop Performance Measures Community, Environmental, Health Round 2 Public Involvement
<b>September 2020 – December 2020</b>	Strategies/Policy Development – Stakeholder Workshop Freight/Rail Investment Plans and Projects Economic Benefit Analysis
<b>January 2021 – February 2021</b>	Develop Draft Plan Document and Materials System Performance Report Strategic Multimodal Corridors Report Active Transportation Plan Transit Strategies
<b>March 2021</b>	Complete Draft Plan – Review
<b>April 2021</b>	State Transportation Commission Meeting – Draft Plan
<b>April 2021 – May 2021</b>	30 Day Public Comment Period – Draft Plan
<b>June 2021</b>	Finalize Plan
<b>July 2021</b>	State Transportation Commission Meeting – Adopt Plan