

# Unified Planning Work Program 2020- 2021

## DRAFT



**BMPO** Bend Metropolitan  
Planning Organization

The preparation of this report has been financed in part by funds from the U.S. Department of Transportation Federal Highway Administration and Federal Transit Administration, and the Oregon Department of Transportation. BMPO staff and members of the Policy Board and Technical Advisory Committee are solely responsible for the material contained herein. Please contact BMPO Staff at 541-693-2122 or 541-693-2113 for assistance with this document.

**Resolution Number 2020-01**  
**Bend Metropolitan Planning Organization Policy Board**

**For the Purpose of Adopting the Fiscal Year 2020-2021 Unified Planning Work  
Program for the Bend Metropolitan Planning Organization**

WHEREAS, the US Department of Commerce, Bureau of Census has declared that the City of Bend and the adjoining areas in Deschutes County form an Urbanized Area, named the Bend Urbanized Area; and

WHEREAS, the US Department of Transportation and the Oregon Department of Transportation (ODOT) have designated representatives of the said areas, together with a representative of ODOT, as the Bend Metropolitan Planning Organization (BMPO) to carry out the Metropolitan Transportation Planning Process; and

WHEREAS, the Metropolitan Planning Organization must prepare an annual Unified Planning Work Program (UPWP) that identifies program activities and expenditures; and

WHEREAS, the BMPO has developed a UPWP for fiscal year 2020-2021, in coordination with US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the Bend Metropolitan Planning Organization Policy Board did review and comment on the UPWP for fiscal years 2020-2021.

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Bend MPO approves and adopts the BMPO UPWP and budget for fiscal years 2020-2021

Adopted by the Bend Metropolitan Planning Organization the 19<sup>th</sup> of May. 2020

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Authenticated by the Chair this 19<sup>th</sup> of May. 2020

\_\_\_\_\_  
Justin Livingston, Chair

Attest:

\_\_\_\_\_  
Tyler Deke, MPO Manager

# Bend Metropolitan Planning Organization

## Policy Board

Justin Livingston, Chair, City of Bend  
Anthony DeBone, Vice-Chair, Deschutes County  
Bob Townsend, ODOT Region 4  
Barb Campbell, City of Bend  
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## Technical Advisory Committee

Karen Swirsky, City of Bend  
Andrea Breault, Cascades East Transit (CET)  
Peter Russell, Deschutes County  
Rick Root, Deschutes County Bicycle & Pedestrian Advisory Committee (BPAC)  
Henry Stroud, Bend Park and Recreation District  
Rick Williams, ODOT Region 4  
Joe Viola, Central Oregon Community College (COCC)  
Casey Bergh, Oregon State University Cascades  
Michel Bayard, Citizen  
Robin Vora, Citizen  
Brian Potwin, Commute Options  
Sharon Smith, Bend La Pine Schools  
Scott Edelman, Oregon Department of Land Conservation and Development\*  
Rachael Tupica, Federal Highway Administration\*  
Jeremy Borrego, Federal Transit Administration\*  
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## BMPO Staff

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# **Bend Metropolitan Planning Organization Unified Planning Work Program 2020-2021**

## **Overview**

The Unified Planning Work Program (UPWP) is a document that incorporates all transportation planning and supporting comprehensive planning activities in the Bend Metropolitan Area during the state fiscal year 2021<sup>1</sup> and serves to satisfy 23 CFR 450.308. It is intended to provide a framework for the coordination of transportation planning efforts by local, state, and regional agencies through the Bend Metropolitan Planning Organization (BMPO) Policy Board. The UPWP outlines four major work tasks and many specific work tasks and is the federally mandated and federally funded program required to be fulfilled by the BMPO. In addition, Appendix C describes significant planning, design and construction projects being undertaken by other agencies and jurisdictions in the BMPO study area.

Transportation is an important issue for people within our region and across the nation. There are significant concerns about increasing demands on the transportation system in an environment of limited funding for all types of transportation projects, rapidly changing technologies, the demand for improved transportation options, economic competitiveness, safety concerns, and the preservation of “quality of life”. In Central Oregon, rapid population growth and significant growth in the tourism industry continue to highlight the importance of coordinated transportation planning. In addition, work is underway locally and at the state level to address greenhouse gas emissions from the transportation sector.

To help address these issues, the MPO in conjunction with its local partners has undertaken and participated in many efforts to improve the safety and efficiency of all modes of transportation and better coordinate the transportation system with the land use system.

## **Purpose**

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have established MPO policy guidelines with the purpose of 1) integrating modal planning at the metropolitan level; 2) achieving intermodal planning and coordination, and 3) relating these activities to local comprehensive planning.

Pursuant to the [Fixing America's Surface Transportation \(FAST\) Act](#) guidelines and the code of federal regulations, the 2020-2021 UPWP for the Bend MPO is the document identifying all transportation and related planning activities that will be undertaken within the metropolitan area from July 1, 2020 to June 30, 2021. The work program was developed to serve these specific objectives:

1. Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements.
2. Identify funding sources and shortfalls for work to be completed.

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<sup>1</sup> The State of Oregon fiscal year runs from July 1, 2020 to June 30, 2021 and is the business year for the UPWP. It is numbered according to its second half (e.g. the year beginning July 1, 2020 is numbered FY 2021). The federal fiscal year 2021 begins October 1, 2020 and runs through September 30, 2021.

3. Coordinate work activities and relationships (both internal and external).
4. Promote the wise use of public resources through sound decision-making and interagency coordination.

## **UPWP Development Process**

The UPWP helps direct organizational activities by determining staff duties, ensuring those duties relate to the UPWP's goals, objectives and principal themes, and facilitating structured information sharing among staff. It is important to note that when defining roles and directing organizational activities, the UPWP is comprehensive; it is not just for senior management and not just for training.

The UPWP is developed annually to target programs and projects that are to be accomplished by Bend MPO staff. Those programs and projects are identified through local priorities, federal legislation and Planning Emphasis Areas such as:

- Federal legislation implementation strategies
- Performance based planning and programming
- Regional approach to transportation planning with public transportation, state and local agencies
- Access to essential services

Development of the UPWP is a coordinated process involving the member agencies of the Bend MPO and representatives from the Technical Advisory Committee (TAC) and Policy Board. Development of this work program was coordinated with FHWA, FTA, and ODOT, and approved by the BMPO Policy Board.

The Policy Board approves the UPWP. The FHWA and FTA review and provide final approval of the UPWP.

The UPWP also serves to establish the annual budget. The UPWP describes work elements to be performed, indicating local agency work participation and sources of funding.

The UPWP is tied to the Bend MPO budget committee process for required budget law obligations. The Bend MPO budget Committee met on May 5, 2020 and the Bend MPO staff proposed two alternative budget scenarios. The first scenario of the proposed budget is listed in the "FY20-21 Proposed" column in Figure 6 Line Item Detail. The second budget scenario was discussed, and approved during the Budget Committee Meeting in response to the COVID-19 pandemic, to anticipate available funds needed for future years. The approved budget updates in this document reflect a reduction of Surface Transportation Block Grant (STBG) revenues and a correlating reduction in expenditures in consulting, overtime, employee costs and community outreach. The STBG revenues will be carried over to a future year for projects as needed. The task details and figures reflect these changes.

## **UPWP Amendment Process**

This section describes the types of adjustments that require an amendment to the UPWP and

which of these can be accomplished as administrative actions by staff versus formal action by the TAC and Policy Board.

Formal amendments to the UPWP require approval of the TAC and Policy Board and are required when any of the following occur:

- A new planning study or project is identified.
- There is 20 percent change in total UPWP project costs. This does not cover carryover funds for a project/program extending multiple fiscal years that is determined upon fiscal year closeout<sup>2</sup>.

Administrative changes to the UPWP may occur for the following reasons:

- Changes to total UPWP project costs that do not exceed the thresholds for a formal amendment
- Revisions to the UPWP narrative, including objectives and products expected in the fiscal year
- Addition of carryover funds from the previous fiscal year once closeout has been completed to projects/programs that extend across multiple fiscal years

Administrative amendments will be reported to ODOT, FHWA, and FTA as they occur. The TAC and Policy Board will then receive notification at their next regularly scheduled meetings.

## **UPWP Public Notification Process**

The Bend MPO engages the public through visitor comments at public meetings with scheduled BMPO committees. Additional notifications of the development of the UPWP will be included on the BMPO website, through email notification to stakeholder groups and interested parties, the media, and collaboration with ODOT, FHWA, and FTA. Bend MPO staff will review submitted comments and incorporate minor comments or changes to the UPWP. More significant comments will be reviewed with the Policy Board. Staff will contact the commenting entity and provide a summary of how the comments were considered and whether they were incorporated.

## **Organizational Structure**

The BMPO was designated on December 18, 2002, by the Governor of Oregon. The primary function of an MPO is to conduct a *continuing, cooperative and comprehensive* transportation planning process that will result in plans and programs that consider all transportation modes and support metropolitan community development and goals.

The BMPO organizational structure has been designed so that it operates as an entity separate from the participating jurisdictions so that no single entity dominates the organization's decision-making processes. A Policy Board has been established to oversee the process of the BMPO. The Policy Board is comprised of three members of the Bend City Council, one member of the Deschutes County Board of Commissioners, and a representative from ODOT Region 4. As future major transportation providers form, such as a Transit District, they will be added to the Policy Board. The BMPO planning boundary is shown in Figure 14 near the end of the

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<sup>2</sup> Closeout reports are produced after the conclusion of each fiscal year. They compare the actual revenues received during the fiscal year with the most recent revenue estimate.

document.

Federal legislation for the MPO requires the following basic functions:

- Develop and maintain a Metropolitan Transportation Plan (MTP)
- Develop and maintain a Metropolitan Transportation Improvement Program (MTIP)
- Coordinate transportation decisions among local jurisdictions, state agencies, tribal governments, and area transit operators
- Develop an annual work program

The BMPO entered into an intergovernmental agreement (IGA) with the City of Bend establishing the City of Bend as the administrative and fiscal agent for the BMPO. The agreement was renewed and extended indefinitely in July 2013. The following committees and organizations provide input and guidance to the BMPO:

### **BMPO Technical Advisory Committee (TAC)**

The TAC is primarily comprised of technical staff from the public works and planning departments of local and state agencies. The TAC also includes two citizen members and members from Central Oregon Community College, Oregon State University-Cascades, Commute Options, FHWA, Cascades East Transit (CET), Bend La Pine Schools and FTA. The TAC advises the Policy Board on technical transportation issues and reviews the transportation documents produced by BMPO staff. The TAC typically meets about eight times per year. For special projects, additional members may be added to the TAC to represent specific issues or areas (e.g. emergency response).



**Figure 1 Bend MPO TAC Workshop**

The Bend MPO Technical Advisory Committee has held numerous workshops over the past two years focused on the many planning projects underway within the MPO.



### BMPO Policy Board

The Policy Board is composed of officials from the City of Bend, Deschutes County and ODOT. The Policy Board considers recommendations from the TAC and makes final decisions on all BMPO matters. The Policy Board generally meets on a monthly basis. The membership of the BMPO Policy Board is determined by each jurisdiction.

**Table 1: Status of Bend MPO Documents**

Plan Name	Last Update	Plan Cycle	Date Completed or Adopted
<a href="#">Annual Listing of Obligated Projects Report</a>	Federal Fiscal Year (FFY) 2018-2019	Annual Update, due within 90 days of Federal Fiscal Year end	12/17/2019
<a href="#">Unified Planning Work Program (UPWP)</a>	2019-20 UPWP	Annual, July 1 - June 30	April each year
<a href="#">Public Participation Plan</a>	Adopted June 2009 with minor amendments in 2013	Periodic Review	Update Expected: 6/30/2020
<a href="#">Title VI and Environmental Justice Plan</a>	Updated plan adopted in October 2019 and 2018-19 annual accomplishments report submitted in September 2019	Data and plan content as needed. Annual report submitted late spring.	October 2019
<a href="#">Metropolitan Transportation Plan (MTP)</a>	Adopted September 2019	Update every 5 years	September 2019
<a href="#">Metropolitan Transportation Improvement Program (MTIP)</a>	2018-21 MTIP adopted May 2017, and amended periodically. Adoption of 2021-2024 MTIP in Spring 2020	Update every 4 years	Spring 2020

**Table 2: Performance Measure Status**

Measure	ODOT or CET Action	BMPO Action
Roadway Safety	ODOT adopted 10/14/16	MPO Adopted ODOT measures 2/2018
Pavement and Bridge Condition	ODOT adoption 5/20/18	MPO Adopted ODOT measures 10/2018. Resolution 2018-07

System Performance	ODOT adoption 5/20/18	MPO Adopted ODOT measures 10/2018. Resolution 2018-07
Transit State of Good Repair	ODOT adoption 1/1/17. CET is included in the Tier II Transit Asset Management Group Plan developed in October 2018 by ODOT.	MPO to acknowledge these measures through adoption of the 2021-2024 MTIP (scheduled for April 2020) and in the MTP (scheduled for summer/fall 2020).
Transit Safety	CET safety plan draft December 2019, with final version expected spring 2020.	MPO to acknowledge measures by including them into the MTIP (scheduled for April 2020) and MTP (scheduled for summer/fall 2020) Version 2.

**Table 3: Bend MPO Major Transportation Activities for Fiscal Year 2020-21**

<b>TASK</b>	<b>DELIVERABLES</b>	<b>COORDINATING PARTNERS</b>	<b>BMPO ACTION AND DATES</b>
Metropolitan Transportation Plan (MTP)	Coordination with current planning efforts: 1. Bend Transportation System Plan (TSP) update 2. Bend Community Climate Action Plan 3. Bend Urban Renewal plans 4. US97 Bend Parkway Facility Plan 5. Bend and Deschutes County Transportation Safety Action Plans 6. Possible City of Bend GO Bond 7. CET regional public transportation plan update 8. New public transportation funding (STIF funds) made available through Oregon HB 2017 9. Deschutes County Intelligent Transportation Systems Plan update 10. BPRD Comprehensive Plan priority regional trails 11. US97 Bend North Interchange analysis 12. US97/Baker Road IAMP 13. US97/Reed Market Rd analysis (funding not yet secured) 14. Title VI and Environmental Justice issues assessment 15. Incorporate planning emphasis area into MTP	<ul style="list-style-type: none"> <li>• Federal Highway Administration (FHWA)</li> <li>• Federal Transit Administration (FTA)</li> <li>• Oregon Department of Transportation (ODOT)</li> <li>• Deschutes County</li> <li>• City of Bend</li> <li>• Cascade East Transit (CET)</li> <li>• Bend Park and Recreation District (BPRD)</li> <li>• Deschutes National Forest</li> <li>• Local transit service providers</li> <li>• Tribal Governments</li> <li>• Private developers</li> <li>• Residents</li> </ul>	Adopt a 2040 MTP phase 2 by September 2020  Create action plan for incorporating planning efforts that are not completed by September 2019 into MTP for 2020 work plan
2018-2021 & 2021-2024	1. Maintain both 2018-21 and 2021-24 MTIP until Oregon Transportation	• Same entities as listed above	The 2018-21 MTIP will be in effect

<b>TASK</b>	<b>DELIVERABLES</b>	<b>COORDINATING PARTNERS</b>	<b>BMPO ACTION AND DATES</b>
Metropolitan Transportation Improvement Program (MTIP)	<ol style="list-style-type: none"> <li>Commission adopts 21-24 MTIP in Fall 2020</li> <li>Process amendments as specified in MTIP adopted process.</li> </ol>		concurrently with the 2021-24 MTIP until the 2021-24 STIP is approved by USDOT.
2024-2027 MTIP	<ol style="list-style-type: none"> <li>Track and participate in 2024-2027 STIP development process, and initiate development of 2024-27 MTIP</li> </ol>	<ul style="list-style-type: none"> <li>FHWA</li> <li>FTA</li> <li>ODOT</li> </ul>	Coordinate with partner agencies in throughout FY2020-21
Regional Transportation Strategies	<ol style="list-style-type: none"> <li>Participate in Central Oregon Area Commission on Transportation (COACT) and work to develop regional and corridor improvement strategies. These strategies may impact the BMPO plan.</li> </ol>	<ul style="list-style-type: none"> <li>ODOT</li> <li>Cities and Counties</li> <li>COACT</li> </ul>	Bi-monthly meetings and annual goal setting
Data Development	<ol style="list-style-type: none"> <li>Coordinate with ODOT Research Division for Non-Motorized Travel Activity Estimation and Crash Analysis in BMPO (Project SPR 813)</li> <li>Coordinate multi-modal count program with City of Bend staff to assess current trends</li> <li>Develop annual reporting for safety and multimodal counts</li> <li>Provide public access to available data</li> <li>Coordinate with ODOT as it considers data warehouse concepts</li> <li>Coordinate with ODOT as it begins use of the MS2 and RITIS data management platforms</li> </ol>	<ul style="list-style-type: none"> <li>ODOT Region 4 and ODOT Research</li> <li>City of Bend</li> <li>Deschutes County</li> </ul>	Enhance annual reporting of data in Bend MPO
Annual Obligated Funding Report	<ol style="list-style-type: none"> <li>Develop 2020 Annual Obligated Project Report</li> <li>Comply with federal guidelines for reporting</li> </ol>	<ul style="list-style-type: none"> <li>Same entities as listed in MTP task</li> </ul>	Produce report by 12/31/20
Oregon Modeling Steering Committee (OMSC)	<ol style="list-style-type: none"> <li>Serve as small MPO representative on the Executive Committee. Also participate on the Policy Committee, Modeling Program Coordination subcommittee, Household Survey subcommittee, Technical Tools subcommittee, and the Emerging Technologies workgroup.</li> </ol>	<ul style="list-style-type: none"> <li>ODOT</li> <li>Other MPO's</li> </ul>	Ongoing participation

TASK	DELIVERABLES	COORDINATING PARTNERS	BMPO ACTION AND DATES
Strategic Plan	1. Work with the TAC and Policy Board to develop a 3-5 year strategic plan for the MPO. The plan will be used to guide future MPO work programs.	<ul style="list-style-type: none"> <li>• FHWA</li> <li>• FTA</li> <li>• ODOT</li> <li>• City of Bend</li> <li>• Deschutes County</li> </ul>	Produce report by 09/30/20

**BMPO Activity Reductions or Deferrals**

Over the past decade, federal funding (PL and 5303) to the BMPO has fluctuated, including funding decreases in some years. After several years of slowly increasing funding, federal funding in FY2020-21 will decrease by about 4% compared to FY2019-20. Even in years of increased funding, the funding needed for the BMPO work program has exceeded available funding. To account for this discrepancy, the Policy Board has authorized use of some Surface Transportation Block Grant (STBG) funds for several years to maintain the MPO budget, increase staffing, and to support specific planning projects. The Bend MPO is the only non-TMA in Oregon that uses some of its STBG funding to support planning projects. These funds have been used for the MTP update, the US97 Bend Parkway Facility Plan, the Deschutes County ITS Plan update, the Transportation Safety Action Plan and for MPO staffing. To account for these funding fluctuations and an ever-increasing workload, some work items have been delayed or altered to ensure resources are available to complete priority projects. Impacted items include:

- Reduced MPO public outreach materials such as newsletters or extensive website updates
- Reduced participation on intergovernmental committees (with increased staffing, the MPO is now more actively engaged in some external committees)
- Local project grant application assistance deferred to local agency staff (with increased staffing, MPO may be able to re-establish assistance)
- Data analysis for various local projects deferred to local agency staff

If additional funding were available, the MPO would participate in and potentially provide funding for the following activities:

- Accelerate work on expected work items to be identified in the MTP, US97 Parkway Study, CET Master Plan and Bend TSP
- Providing additional support for current and upcoming planning and analysis projects underway within the MPO area
- GIS transportation network development and enhancement (joint effort with City of Bend)

**ODOT Funding Support to the BMPO**

Funding from FHWA, FTA, and ODOT supports the BMPO planning program. FHWA allocates Metropolitan Planning funds through ODOT to the BMPO by formula that consists of 89.73% federal funds and 10.27% local match. ODOT has traditionally met the local match requirement (10.27%) with State planning funds. Additional BMPO support comes from FTA 5303 planning funds and BMPO member in-kind support. Additional future support for BMPO planning projects

could come from state or federal grant programs (e.g. ODOT Traffic Records Coordinating Committee grants, ODOT Research grants, Transportation and Growth Management Program grants, ODOT Public Transit grants).

BMPO staff will continue to work with the ODOT Transportation Planning Analysis Unit (TPAU) through the annual UPWP process to assess travel model needs for the upcoming fiscal year and beyond. Additionally, the BMPO will be seeking on-call consultant support services for travel modeling support. The intention of such an agreement is to reduce work demands on MPO and TPAU staff.

Actual ODOT funding commitments are finalized through specific IGAs. BMPO and their subcontractors will carry out the tasks described in this UPWP.

## **BMPO Work Summary for Fiscal Year 2019-20**

Listed below are some of the tasks completed or started by the Bend MPO in FY2019-20. Also listed are some projects that included significant MPO involvement.

### **Tasks Completed**

- Annual Listing of Obligated Funds report
- 2021-24 MTIP development and adoption
- 2040 MTP development and adoption (phase 1)
- Title VI Plan update
- Title VI annual report
- Bend Transportation Safety Action Plan
- 2018-21 MTIP maintenance
- Distribution of 2019 STBG funding
- Updates to the Policy Board and TAC bylaws

### **Additional Tasks Underway**

- 2040 MTP development (phase 2)
- US97 Bend Parkway Facility Plan (ODOT led process, MPO is a funding partner, process is using BMPO TAC and Policy Board)
- ITS Plan update (ODOT led process, MPO is funding partner)
- CET Transit Master Plan (CET led effort, MPO is a funding partner)
  - Regional public transportation plan development
  - Bend area public transportation plan development
- City of Bend TSP update (City TSP and MPO MTP updates are using a single consultant team and a combined public process, MPO is a funding partner)
- Coordination with ODOT Research Division for Non-Motorized Travel Activity Estimation and Crash Analysis in BMPO
- Coordination with City of Bend staff on implementation of a multi-modal count program
- Coordination with ODOT to consider data warehousing options (ODOT led project)
- Serve as the small MPO representative on the Executive Committee of the Oregon Modeling Steering Committee, and serving on the Policy Committee, Technical Tools

Subcommittee, Modeling Program Coordination Subcommittee, Travel Survey Subcommittee, and Emerging Technologies work group

- Public Participation Plan update (to be completed summer 2020)
- MPO representation on various transportation-related committees/groups
- Transportation data
  - Populating Tableau software
  - Acquiring and loading safety data
  - Maintaining 5 permanent counters
  - Utilizing 10 mobile counters
- Transportation modeling support: land use development, plans and projects
- US97 North Interchange analysis (project started spring 2020)
- US97/Baker Road Interchange Area Management Plan (project start date TBD)



**Figure 2 Bend Area Transportation Safety Action Plan**

The Bend MPO, City of Bend, and ODOT developed a Transportation Safety Action Plan in FY2019-20.

## TASK 1: BMPO Development and Program Management

**Table 4: Task 1 Funding Resources**

Task One	
FHWA PL Funding	\$ 115,500
FTA 5303	12,875
State Match for FHWA PL	17,600
In-Kind Local Match	1,500
Beginning Working Capital <sup>1</sup>	100,000
Loan from General Fund <sup>2</sup>	100,000
<b>Total Task 1</b>	<b>\$ 347,475</b>
Percent of Total Budget <sup>3</sup>	50%

<sup>1</sup> Beginning Working Capital from City loan received on June 30, 2020.

<sup>2</sup> Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred and a year-end loan from the City of Bend is anticipated on June 30, 2021 to cover charges in advance of grant reimbursement.

<sup>3</sup> The Task 1 budget also includes administrative costs (financial administration, general administration, facility management, computer information systems support and legal support), direct material and services (supplies, travel, printing), and paid leave (holidays, vacation and sick leave).

**Description:** Task 1 involves the coordination of all MPO activities necessary for daily operations, including program administration; coordination of the BMPO committees; public involvement efforts; financial management; the Oregon Metropolitan Planning Organization Consortium (OMPOC) annual meeting in Bend; development of the annual work program and budget; and participation in quarterly meetings of MPO, ODOT, and FHWA staff.

**Subtask A. Administrative tasks:** Administrative tasks associated with the BMPO include the coordination and logistics for meetings of the Policy Board and Technical Advisory Committee. Meeting support activities include items such as: agenda packet preparation and distribution, public notification, and preparation of meeting minutes. Additionally, it is anticipated that special meetings or longer meetings of both committees will be required as work continues with the Bend Parkway Plan and MTP update. Other administrative activities include the maintenance of the MPO website and Facebook page; records management; development and maintenance of intergovernmental agreements; fiscal management (including invoicing and the annual audit); solicitation of proposals for contractual services; and development and administration of contracts.

In addition, the BMPO may seek additional funding for specific studies or technical assistance to complete MPO related tasks. Most of the administrative activities are ongoing and continue each year. This subtask also includes training and professional development. MPO staff develop a professional training plan each year. The extent of that plan varies significantly each year depending on funding and training or conferences available within the region.

This subtask also includes time to track state and federal legislation and regulations. Staff review state and federal legislation and regulations and provide feedback on potential impacts to the MPO area.

In FY2019-20, staff developed a SharePoint site for MPO files and records. The site will eventually replace the existing internal server-based storage system. Work on the SharePoint site will continue in FY2020-21.

The MPO must also have a tribal consultation process. ODOT recently developed consultation processes with most of the tribal governments in Oregon. MPO staff tracked those efforts and contacted ODOT and FHWA to understand the consultation requirements. In FY2020-21, staff will contact and develop consultation agreements with applicable tribal governments.

*Previous Work Completed:*

- Most of the administrative activities are ongoing and continue each year

*Deliverables:*

- Scheduled committee meetings including agenda packets and meeting minutes
- Financial tracking including invoices to ODOT and other funding organizations
- Maintained intergovernmental agreements and executed contracts
- Annual audit and financial report
- Maintain website ([www.bendmpo.org](http://www.bendmpo.org)) and Facebook site ([www.facebook.com/BendMetroPlanning](https://www.facebook.com/BendMetroPlanning))
- Ongoing development of SharePoint site
- Tribal consultation agreements
- Maintained email lists, organized files, and completed information requests
- Staff training and professional development

*Timeframe:* Ongoing: July 2020 - June 2021

*Lead Agency:* Bend MPO

*Other Agencies Involved:* FHWA, FTA, ODOT, Cascades East Transit, City of Bend, and Deschutes County

**Subtask B. UPWP and Budget Development:** The UPWP is a federally required document that describes the transportation planning activities to be undertaken in the Bend MPO area. The UPWP is updated annually and its implementation is monitored by FHWA, FTA, and ODOT. Development of the UPWP identifies transportation planning needs, objectives and projects of the region. UPWP progress is tracked through monthly and bi-annual and annual reports submitted to FHWA, FTA, and ODOT.

In FY2019-20, the BMPO initiated development of a multi-year strategic plan. The plan will be used to guide MPO work and investments. Work on the plan should conclude in early FY2020-21.

Additionally, the MPO develops an annual budget document that is submitted to the state of Oregon. The Budget document is a condensed version of the annual UPWP.

*Previous Work Completed:*



- 2019-20 UPWP and Budget maintained and updated as necessary
- Development of a strategic plan initiated

*Deliverables:*

- Monthly reports & bi-annual and annual reports
- 2021-2022 UPWP and 2021-2022 Budget adopted and maintained

*Timeframe:* Ongoing July 2020 – June 2021.

*Lead Agency:* Bend MPO

*Other Agencies Involved:* FHWA, FTA, ODOT, Cascades East Transit, City of Bend, and Deschutes County

**Subtask C. Coordination with Statewide MPO Committees:** BMPO staff and Board members regularly engage with other MPOs, state agencies, and federal agencies on matters of joint interest and to participate on committees or work groups, addressing issues of importance to the BMPO. The two principal forums for this interaction are the Oregon MPO Consortium (OMPOC) (comprised of Board members from the state’s eight MPOs) and quarterly meetings of staff from the state’s MPOs, transit districts, ODOT, and FHWA. A small percentage of the MPO federal funds are used to fund an OMPOC coordinator. Staff at the Lane Council of Governments serve that coordination role. The OMPOC Board adopted a work program for the coordination work. MPO staff will be regularly engaged in the review of work completed through the work program and in updating the work program. The work program includes items (e.g. developing an MTIP tool) that should directly benefit the Bend MPO. The quarterly staff meetings are a valuable opportunity for MPO and ODOT staff to discuss their respective projects and work tasks.

*Previous Work Completed:*

- Participation in OMPOC meetings and quarterly staff meetings
- Annually hosting an OMPOC meeting (fall 2020)

*Deliverables:*

- Assist with coordination of and participation at OMPOC meetings
- Review and comment on work items produced by OMPOC coordinator
- Review and update OMPOC coordinator work program
- Participation in the quarterly MPO, ODOT, FHWA, Transit District meetings
- Annually hosting an OMPOC meeting (minimal effort by Bend staff)

*Timeframe:* Quarterly FY2020-21

*Lead Agencies:* Bend MPO, ODOT and other Oregon MPOs



**Subtask D. Public Participation:** An active and ongoing public involvement process is needed to ensure successful BMPO activities. That process should supply complete information, timely public notice, full public access to key decisions, and support early and continuing involvement of the public in all planning and programming activities.

The purpose of this work element is to improve, strengthen and fulfill these needs. A good public participation plan includes public information, public involvement and public relations.

The BMPO initiated an update to the Public Participation Plan (PPP) in FY2019-20. The update should be complete in early FY2020-21. The PPP establishes a process to inform and engage members of the public and transportation stakeholders regarding the work of the BMPO. Major projects (e.g. updating the MTP) will require development of a project specific public engagement plan. Staff will work with the TAC, Policy Board and member entities to consider the specific needs for each project and develop an appropriate outreach and engagement process.

As discussed in Subtask E below, Environmental Justice (EJ) must be considered in all phases of planning. The information developed under Subtask E will be used to identify strategies to better reach low-income and minority populations with the BMPO study area. Through the MTP update process, the BMPO and City of Bend are working with neighborhood associations and local non-profits to better engage Title VI and EJ populations in the transportation planning process.

Another component of the public participation process is the TAC. The TAC includes two citizen members. The TAC was expanded to include 2 additional citizen members to represent areas outside the city limits and within the MPO boundary to serve on the Citywide (TAC) as non-voting members for the MTP and TSP update. The TAC advises the Policy Board on all aspects of transportation planning including public outreach techniques, BMPO project priorities, and BMPO planning documents such as the MTP.

*Previous Work Completed:*

- On-going public engagement activities

*Deliverables:*

- Completion of an update to the PPP
- Use the public engagement process identified for the MTP update
- Use the public engagement processes identified for other projects, including the US97 Bend Parkway Facility Plan
- Develop facts sheets and BMPO project progress reports
- Website and Facebook page maintenance

*Timeframe:* Ongoing: July 2020 - June 2021

*Lead Agency:* Bend MPO

*Agencies Involved:* ODOT, Cascades East Transit, City of Bend, and Deschutes County

**Subtask E. Title VI and Environmental Justice (EJ) Analysis**

The BMPO completed a major update to the Title VI Plan in FY 2019-20. During the MTP update process (Task 3), the project team is assessing potential Title VI and EJ issues and options to proactively engaged Title VI and EJ communities. The EJ analysis will assess the benefits and burdens of transportation investments in the EJ areas compared to non-EJ populations to ensure they are not disproportionate.

In FY2020-21, staff will complete a transportation needs assessment for traditionally underserved populations. This work will be modeled off similar work completed at other MPOs.

*Previous Work Completed:*

- Updated Title VI Plan

*Deliverables:*

- Title VI Annual Report
- Assessment of transportation investments identified in the MTP
- Transportation needs assessment for traditionally underserved populations

*Timeframe:* MTP assessment: 2<sup>nd</sup> quarter  
 Transportation needs assessment: 4<sup>th</sup> quarter  
 Title VI annual report: 4<sup>th</sup> quarter

*Lead Agency:* Bend MPO

*Other Agencies Involved:* City of Bend, CET, Deschutes County, FHWA, FTA, and ODOT

	FY2020-21			
Subtask Letter/Title	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
A. Administration				
B. UPWP & Budget				
C. Statewide MPO Committees				
D. Public Participation				
E. Title VI Analysis				

**Table 5: Task 1 Estimated Timeline**

## TASK 2: Short Range Planning

**Table 6: Task 2 Funding Resources**

Task Two	
FHWA PL Funding	\$ 19,250
FTA 5303 Funding	20,600
STBG Funding	36,135
In-Kind Local Match	6,500
<b>Total Task 2</b>	<b>\$ 82,485</b>
Percent of Total Budget	12%

**Description:** This task covers short term activities including: Surface Transportation Block Grant (STBG) project programming, participating on local, regional and statewide project committees, development and maintenance of the MTIP, and development of the Annual Obligated Funding report.

**Subtask A. Metropolitan Transportation Improvement Program (MTIP):** The 2021-24 MTIP was adopted by the Policy Board in spring 2020 and will be maintained to include updates and amendments. Sponsoring agencies initiate the requested MTIP adjustments and amendments. Typically, the TAC reviews proposed changes and makes recommendations to the Policy Board for its consideration. In coordination with the Region 4 STIP coordinator, MTIP amendments are then entered in the STIP.

The Oregon Transportation Commission will begin development of the 2024-27 Statewide Transportation Improvement Program (STIP) in FY2020-21. Staff will track that process and coordinate with ODOT staff as necessary. Development and adoption of the 2024-27 MTIP will occur in FY2022-2023.

ODOT holds quarterly meetings focused on development and maintenance of the STIP and MTIP. These meetings provide a forum to discuss issues of common interest to each MPO in Oregon and to improve the MTIP and STIP processes. BMPO staff will continue to participate in these meetings. In FY2017-18, this work group-initiated discussions about other possible software packages for MTIP management and visualization. That discussion has continued through FY2019-20. Due to staffing and workload constraints, staff is not actively engaged in these discussions, but are monitoring the committee's work. Staff will engage, as needed, as the work of this group progresses.

*Previous Work Completed:*

- Maintained the 2018-21 MTIP
- Adopted the 2021-2024 MTIP
- Participated in quarterly STIP/MTIP meetings
- Tracked work of group seeking new MTIP management and visualization tools

*Deliverables:*

- Maintenance and amendments to the 2021-24 MTIP
- Track ODOT process for development of the 2024-27 STIP
- Participation in quarterly MTIP/STIP meetings
- Tracking progress of workgroup evaluating new software platforms for MTIP management and visualization

*Timeframe:* Maintenance of 2021-24 MTIP: ongoing  
 ODOT development of 2024-27 STIP: ongoing  
 STIP/MTIP meetings: quarterly meetings  
 MTIP management and visualization tools assessment: schedule to be determined

*Lead Agency:* Bend MPO

*Other Agencies Involved:* FHWA, FTA, ODOT, Oregon MPOs, Cascades East Transit, City of Bend, BPRD, and Deschutes County

**Subtask B. Performance Management Tracking & Reporting:** The MPO is required to have a performance-based planning process. That process includes establishment of performance targets, monitoring progress toward meeting those targets, and regularly reporting progress. Reports must include an evaluation of system performance with respect to the performance targets. The first performance report is due in FY2020-21.

*Previous Work Completed:*

- Adoption of performance targets

*Deliverables:*

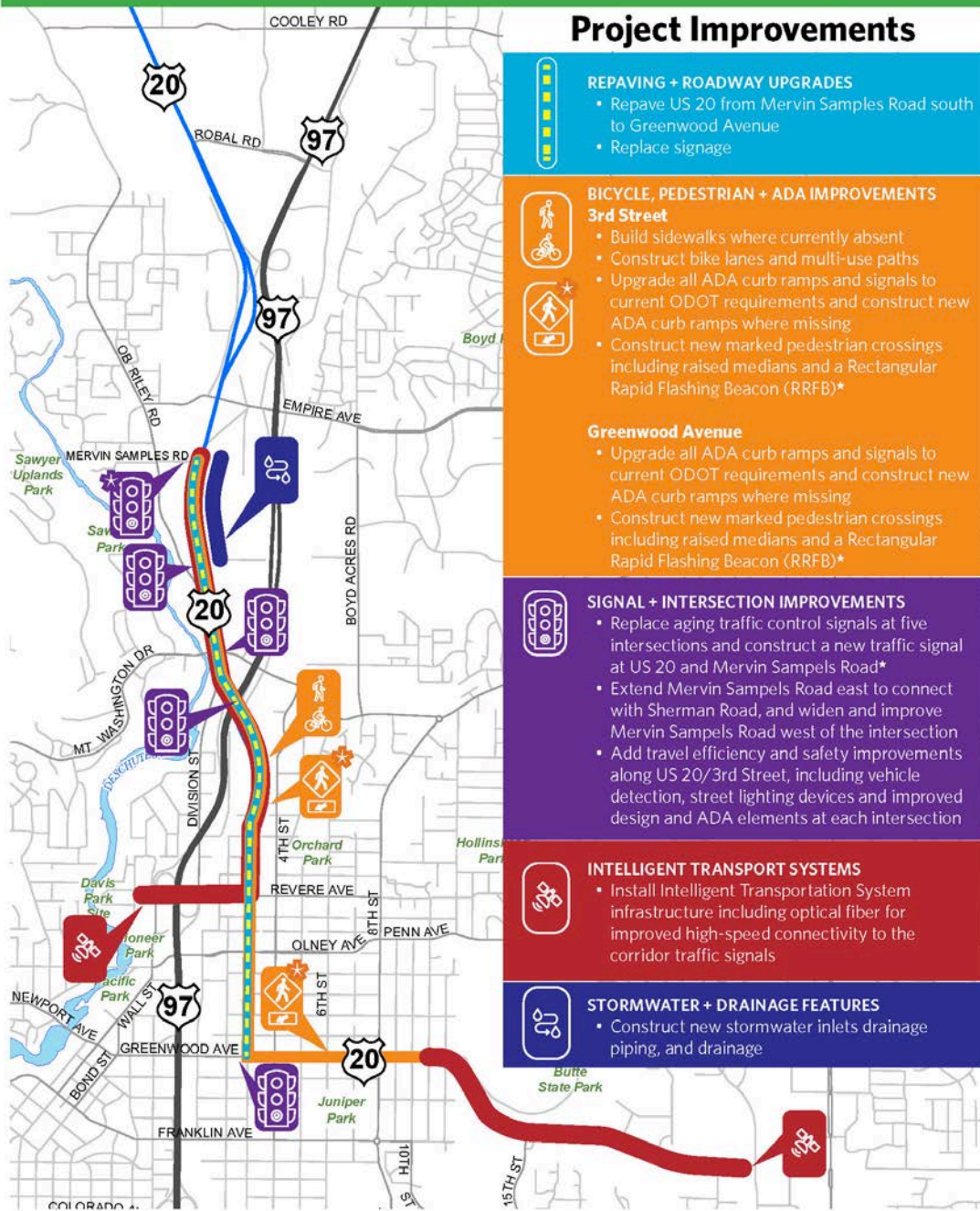
- Performance report and related web site developed
- Performance Measures developed in MTP phase 2 document
- Ongoing coordination with ODOT as it reviews and updates its targets and develops and submits its reports

*Timeframe:* Report developed and published in 2<sup>nd</sup> quarter

*Lead Agency:* Bend MPO

*Other Agencies Involved:* FHWA, FTA, ODOT and Cascades East Transit

# US 20: Empire to Greenwood (3rd Street, Bend)



**Figure 4: US20 project**

The Metropolitan Transportation Improvement Program includes projects of regional significance, like the US20 project <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=20391>

**Subtask C. Annual Listing of Federally Obligated Projects:** On an annual basis, the State, public transportation operator(s), and the MPO must develop a listing of projects for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year. The listing must be published or otherwise made available for public review. The reports are posted online at [www.bendmpo.org](http://www.bendmpo.org) under the [MTIP and Annual Project Report](#) webpage.

*Previous Work Completed:*

- FY2019 report

*Deliverables:*

- Annual Listing of Federally Obligated Projects for 2020

*Timeframe:* Report developed and published in 2<sup>nd</sup> quarter of each year

*Lead Agency:* Bend MPO

*Other Agencies Involved:* FHWA, FTA, ODOT and Cascades East Transit



**Subtask D. Surface Transportation Block Grant Program (STBG) Funds Management:**

The BMPO receives STBG funds on an annual basis. Staff worked with the TAC and Policy Board in FY2019-20 to develop goals for use of the STBG funding. Those goals were then used to develop a multi-year allocation of funding.

*Previous Work Completed:*

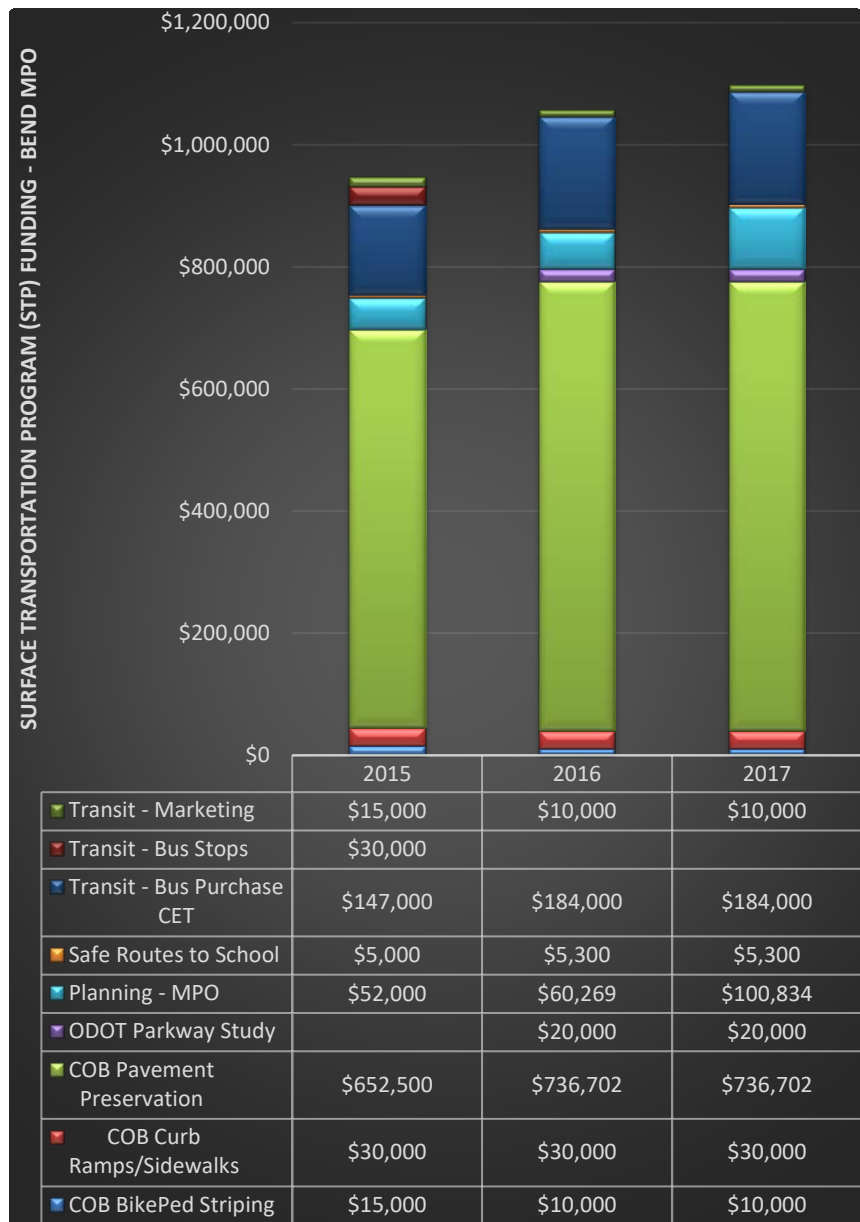
- Funding distributions for 2019
- Funding agreements with recipients

*Deliverables:*

- Programmed projects
- Funding agreements, if necessary, for sub recipients
- Provide assistance as needed to process the intergovernmental agreement for street preservation funds between the City of Bend and ODOT

*Timeframe:*

- Programmed projects and funding agreement assistance in the 1<sup>st</sup> and 2<sup>nd</sup> quarters



**Figure 5: Bend MPO STBG Funding Summary**

*Lead Agency:* Bend MPO

*Other Agencies Involved:* ODOT, Cascades East Transit, City of Bend, and Deschutes County

**Subtask E. Agency and Jurisdictional Coordination - Committees:** Participate or track the work of appropriate committees, including (lead agency in parenthesis):

- 1) City of Bend-ODOT monthly staff meetings (City of Bend & ODOT)
- 2) Member of the Deschutes County Special Transportation Fund (STF) Committee (Deschutes County)
- 3) Participating in meetings of the Central Oregon Area Commission on Transportation (ODOT). This committee also serves as a liaison to the MPO Tribal consultation



- process and a partner agency to the Confederated Tribes of Warm Springs.
- 4) Participating in meetings of the Deschutes County Bicycle and Pedestrian Advisory Committee (Deschutes County)
  - 5) City of Bend Transportation Team meetings (City of Bend)
  - 6) Participate in City of Bend Employee Mobility Committee meetings
  - 7) Member of the Oregon APA Legislative Policy Advisory Committee – Policy Subgroup (Oregon APA)
  - 8) Participating in meetings of the Regional Public Transportation Advisory Committee (CET)
  - 9) Participating in the Commute Options for Central Oregon work group (Commute Options)

*Previous Work Completed:*

- Active engagement, as necessary and as time allows, in various committee processes

*Deliverables:*

- Attendance and participation at appropriate meetings, and technical assistance as appropriate.
- Consultation as needed with TAC and Policy Board on issues that may impact MPO plans or policies.

*Timeframe:* Ongoing: July 2020 - June 2021

*Lead Agency:* Various

*Other Agencies Involved:* ODOT, Central Oregon Intergovernmental Council, Cascades East Transit, City of Bend, Commute Options, Deschutes County, and Oregon APA

**Subtask F. Agency and Jurisdictional Coordination - Projects:** Participate in appropriate projects, including (lead agency in parenthesis):

- 1) US97 Bend North Corridor (ODOT)
- 2) US 20 (3<sup>rd</sup> Street) Preservation-Operations-Safety Project (ODOT)
- 3) US97 North Interchange Analysis (ODOT)
- 4) US97/Baker Road Interchange Area Management Plan (ODOT)
- 5) City of Bend Urban Renewal Planning (City of Bend)
- 6) City of Bend UGB implementation work – area planning (City of Bend)
- 7) Bike share and scooter share projects (City of Bend)
- 8) City of Bend CIP projects (City of Bend)
- 9) State of Oregon climate change planning (ODOT and DLCD)
- 10) City of Bend climate change planning (City of Bend)

As has occurred in prior years, it is anticipated that additional projects will arise in the 2020-21 fiscal year that will require BMPO participation.

*Previous Work Completed:*

- Active engagement in various project processes

*Deliverables:*

- Written and verbal input on draft documents
- BMPO attendance and participation at appropriate meetings, and technical assistance as appropriate
- Consultation as needed with TAC and Policy Board on issues that may impact MPO plans or policies
- Responses to local and state plan changes

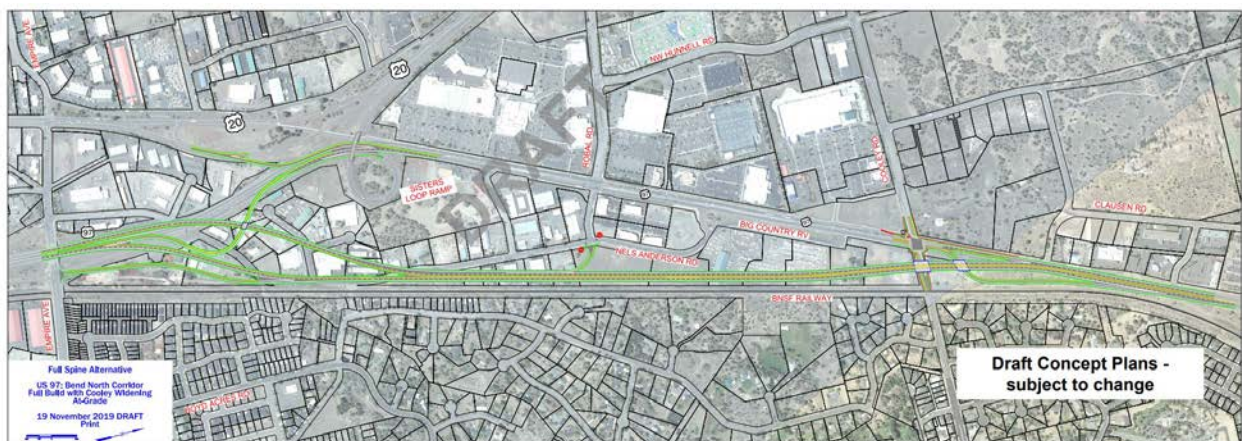
*Timeframe:* Ongoing: July 2020 – June 2021

*Lead Agency:* Various

*Other Agencies Involved:* ODOT, Cascades East Transit, City of Bend, DLCD and Deschutes County

Subtask Letter/Title	FY2020-21			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
A. MTIP				
B. Obligated Projects Report				
C. STBG Funding				
D. Performance Reporting				
E. Agency Committees				
F. Agency Projects				

**Table 6: Task 2 Estimated Timeline**



**Figure 6: US97 North Corridor Project**

The US97 North Corridor project will be the largest project undertaken in the Bend MPO in the past 20 years.

### TASK 3: Long Range Planning

**Table 8: Task 3 Funding Resources**

Task Three	
FHWA PL Funding	\$ 19,250
FTA 5303 Funding	12,875
STBG Funding	156,585
In-Kind Local Match	19,400
<b>Total Task 3</b>	<b>\$ 208,110</b>
Percent of Total Budget	30%

**Description:** Task 3 includes work to finish phase 2 of the Metropolitan Transportation Plan (MTP) update, develop a schedule to implement actions and additional planning work identified in the MTP (e.g. corridor or area studies), finish the US 97 (Bend Parkway) Facility Plan, develop a schedule to implement actions and additional planning work identified in the Parkway Plan (e.g. alternate mobility standards, corridor studies), develop a schedule to implement actions and additional planning work identified in the Deschutes County ITS Plan, implementing the non-engineering components of the Bend Area Transportation Safety Action Plan, working with CET to develop a schedule to implement actions and additional planning work identified in the CET Regional Public Transportation Plan.

**Subtask A. Metropolitan Transportation Plan (MTP):** In FY2019-20, the MPO completed phase 1 of an update of the MTP (adopted September 2019). Phase 2 of the MTP update will be completed in the 1<sup>st</sup> or 2<sup>nd</sup> quarter of FY2020-21. Phase 2 will consider and include relevant components of several external planning processes that concluded in the latter half of FY2019-20 or will conclude early in FY2020-21. These external efforts include: the City of Bend TSP update; US97 Bend Parkway Study (ODOT Region 4); Deschutes County ITS Plan update (ODOT Region 4); Bend Area Transportation Safety Action Plan (City of Bend, Bend MPO and ODOT Region 4); Deschutes County Transportation Safety Action Plan (Deschutes County and ODOT Region 4); and the Cascades East Transit Regional Master Plan (CET). Additionally, other local planning efforts will be incorporated if project schedules allow (e.g. Bend urban renewal planning efforts, UGB expansion area planning projects).

The MTP update and the other external planning processes involve a collaboration of local governments, interested stakeholders, and residents. The MPO plan will reflect the area's shared vision for its future. In this era of scarce transportation resources, the plan will strive to allocate available resources to meet MPO area goals. More details and updated status can be found at [www.bendoregon.gov/mtp](http://www.bendoregon.gov/mtp)

The MTP will likely identify additional planning and analysis projects. Examples of additional work might include corridor studies, project refinement studies, and policy work (e.g. mobility standards). These plans and projects will likely involve multiple jurisdictions. MPO staff will work with the applicable jurisdictions and agencies to determine project leadership, scheduling and funding. Depending on the complexity of each project, work could begin on the priority project(s)

in FY2020-21. Such work may require amendments to the UPWP and budget.

*Previous Work Completed:*

- Completed MTP update – phase 1

*Deliverables:*

- MTP update – phase 2
- Leadership, schedule and funding summary for MTP implementation plans and actions
- Public outreach coordination through Citywide Transportation Advisory Committee and other public engagement efforts

*Timeframe:*

- MTP update – phase 2: 1<sup>st</sup> quarter
- Implementation plans and actions summary: 2<sup>nd</sup> and 3<sup>rd</sup> quarters

*Lead Agency:* Bend MPO and City of Bend with consultant assistance

*Other Agencies Involved:* FHWA, FTA, ODOT, DLCD, Cascades East Transit, Bend La Pine Schools, COCC, OSU Cascades, BPRD, and Deschutes County

**Subtask B. Intelligent Transportation Systems (ITS) Plan implementation:** The Deschutes County ITS Plan was completed in spring 2020. The plan includes a Smart Cities strategy and some implementation actions. The MPO will work with ODOT and the City of Bend to develop a schedule to implement the actions and develop an action plan to begin implementing the Smart Cities strategy.

*Previous Work Completed:*

- ITS Plan completed spring 2020
- Smart Cities Workshop held December 2019

*Deliverables:*

- Schedule to implement ITS Plan actions
- Action plan to begin implementing the Smart Cities strategy

*Timeframe:*

- Schedule and action plan: 1<sup>st</sup> and 2<sup>nd</sup> quarters
- Initiate work on actions: 3<sup>rd</sup> and 4<sup>th</sup> quarters

*Lead Agency:* ODOT Region 4. The Bend MPO and City of Bend will provide significant support.

*Other Agencies Involved:* ODOT ITS Unit, Cascades East Transit, Deschutes County, City of Redmond, and emergency services providers (e.g. local police agencies, Oregon State Police, local fire and rescue agencies)

**Subtask C. US97 North Interchange Analysis:** ODOT initiated a project in spring 2020 to evaluate the feasibility of building a new interchange on US97 at the northern MPO boundary. There is significant interest to assess the feasibility because the interchange because it could provide access to lands added to the urban growth boundary lands and to the Juniper Ridge employment area. As of the writing of this document, the role of the MPO in this process is not

yet determined. At a minimum, ODOT will provide updates to the Policy Board and TAC. If a new interchange is deemed feasible, the MTP will need to be amended to include it and any associated projects.

*Previous Work Completed:*

- US97 Parkway Facility Plan
- US97 North Corridor EIS

*Deliverables:*

- North Interchange Analysis and possible MTP amendments

*Timeframe:*

- Analysis complete: 3<sup>rd</sup> quarter
- MTP amendments (if needed): 4<sup>th</sup> quarter

*Lead Agency:* ODOT Region 4

*Other Agencies Involved:* Bend MPO, City of Bend, Deschutes County

**Subtask D. US97/Baker Road Interchange Area Management Plan:** ODOT initiated development of an Interchange Area Management Plan (IAMP) for the US97/Baker Road interchange in late spring 2020. The IAMP will identify future improvements to the interchange and approach facilities, including access management improvements. Significant growth is occurring within the current city limits in SE Bend. Substantial growth is expected in the future when the SE UGB expansion area is annexed. As these lands develop, demand at this interchange will increase. Additionally, the right-in/right-out accesses north of the interchange will be closed in the future, creating additional demands at this location. As of the writing of this document, the role of the MPO in this process is not yet determined. At a minimum, ODOT will provide updates to the Policy Board and TAC. The identified improvements in the IAMP may require MTP amendments.

*Previous Work Completed:*

- South Parkway Refinement Plan
- US97 Parkway Facility Plan

*Deliverables:*

- US97Baker Rd IAMP

*Timeframe:*

- IAMP complete: 3<sup>rd</sup> quarter
- MTP amendments (if needed): 4<sup>th</sup> quarter

*Lead Agency:* ODOT Region 4

*Other Agencies Involved:* Bend MPO, City of Bend, Deschutes County

**Subtask E. US 97 Bend Parkway Plan:** ODOT initiated work on the US 97 Facility Plan in the 3<sup>rd</sup> quarter of FY2016-17. The BMPO Policy Board allocated STBG funds to this project. The Policy Board is serving as the steering committee for this project, and the Technical Advisory Committee is providing technical review. Completion of the plan is expected in summer 2020. The Parkway Study will likely identify additional planning and analysis projects. Examples might

include sub-area studies, project refinement studies, and policy work (e.g. mobility standards). These plans and projects will likely involve multiple jurisdictions. MPO staff will work with ODOT and other applicable jurisdictions and agencies to determine project leadership, scheduling and funding. Depending on the complexity of each project, work could begin on the priority project(s) in FY2020-21. Such work may require amendments to the UPWP and budget.

*Previous Work Completed:*

- Phase 1 completed fall 2017
- Policy Board and MPO Technical Advisory Committee (TAC) oversight of Phase 1
- Work on Phase 2 was initiated in May 2018 and extended through FY2019
- Policy Board and MPO Technical Advisory Committee (TAC) oversight of Phase 2

*Deliverables:*

- US 97 (Bend Parkway) Facility Plan
- Schedule and action plan to implement the planning and policy actions identified in the plan

*Timeframe:*

- Phase 2 completion: 1<sup>st</sup> quarter
- Schedule and action plan: 2<sup>nd</sup>-3<sup>rd</sup> quarters

*Lead Agency:* ODOT Region 4

*Other Agencies Involved:* Bend MPO, FHWA, Cascades East Transit, Deschutes County, City of Bend, and various emergency services providers

**Subtask F. Bend Area Transportation Safety Action Plan:** ODOT, the City of Bend, and the Bend MPO jointly funding development of a Transportation Safety Action Plan (TSAP) for the Bend area. Work on the concluded in October 2019. The plan includes an assessment of multi-modal safety conditions throughout the MPO area; countermeasures to reduce fatal and serious injury crashes; and performance measures to help monitor implementation. Deschutes County also developed a TSAP. Both plans include non-infrastructure components (e.g. education/outreach, enforcement). The ODOT Safety Division has offered to partially fund a transportation safety coordinator position for several years to help lead implementation of the non-infrastructure elements. Such a position will require local resources (e.g. funding, office space, and support staff). The MPO, ODOT Region 4, City of Bend and Deschutes County staff will make a determination in late FY2019-20 on how to proceed.

*Previous Work Completed:*

- TSAP completed October 2020

*Deliverables:*

- Interagency agreement for the safety coordinator position
- Hiring of a safety coordinator
- Development of action strategy to implement non-infrastructure elements of Bend and Deschutes County TSAPs

*Timeframe:*

- 1<sup>st</sup>-4<sup>th</sup> quarters

*Lead Agency:* Bend MPO, ODOT Safety Division, ODOT Region 4, City of Bend, Deschutes County, and COIC

*Other Agencies Involved:* FHWA and various emergency services providers

**Subtask G. CET Transit Master Plan Implementation:** Cascade East Transit initiated an update to its Master Plan in FY18-19. Completion of the update will occur in the first quarter of FY2020-21. The plan will likely identify additional planning and analysis projects. An example of additional work might be refinement planning for the mobility hub concept identified in the plan. These follow-up plans and projects will likely involve multiple jurisdictions. MPO staff will work with CET and other applicable jurisdictions and agencies to determine project leadership, scheduling and funding. Depending on the complexity of each project, work could begin on the priority project(s) in FY2020-21. Such work may require amendments to the UPWP and budget.

*Previous Work Completed:*

- Ongoing engagement in development of the updated Transit Master Plan

*Deliverables:*

- CET Regional Transit Master Plan update

*Timeframe:* Master Plan: 1<sup>st</sup> quarter

Schedule and action plan: 2<sup>nd</sup>-3<sup>rd</sup> quarters

*Lead Agency:* Cascade East Transit (CET)

*Other Agencies Involved:* BMPO, City of Bend, ODOT, COCC, OSU Cascades, Deschutes County, the Warm Springs Tribe, and other cities and counties throughout Central Oregon

**Subtask H. State of Oregon Climate Change Planning and Programs:** The State of Oregon, through several agencies, is evaluating options to advance the strategies identified in the [Statewide Transportation Strategy](#). Implementation could require administrative rule-making. It could also require additional planning and analysis by jurisdictions within the MPO. Staff will monitor these processes and work with our member entities to determine the role of the MPO and potential impacts to local plans and projects.

The Oregon Legislature will consider major climate change legislation during the 2020 session (Feb 3 – March 8). The draft legislation includes three major focus areas, including transportation. The draft bill would generate new revenue for transportation projects. To access those funds, additional planning and analysis would be required by the jurisdictions within the MPO. Staff will monitor the legislative process and work with our member entities to determine the role of the MPO and potential impacts to local plans and projects.

*Previous Work Completed:*

- Transportation data and modeling support for development of the Bend Community Climate Action Plan

- Engagement in prior state legislative and rule-making efforts related to climate change

*Deliverables:*

- Monitoring and engagement in state climate change rulemaking efforts, including coordination with MPO members.
- Monitoring of state climate change legislation and work with MPO members, if necessary, to complete necessary planning and analysis to access funding

*Timeframe:* Ongoing. If new planning and analysis is required, the MPO will work with its members to develop specific work schedules

*Lead Agencies:* ODOT and DLCD

*Other Agencies Involved:* BMPO, City of Bend, CET and Deschutes County

**Table 9: Task 3 Estimated Timeline**

	FY2020-21			
<b>Subtask Letter/Title</b>	<b>1st Qtr</b>	<b>2nd Qtr</b>	<b>3rd Qtr</b>	<b>4th Qtr</b>
A. MTP				
B. ITS Plan				
C. US97 N. Interchange Analysis				
D. US97/Baker IAMP				
E. US97 Parkway Plan				
F. TSAP				
G. CET Master Plan				
H. Oregon Climate Change				





**Figure 7: CET Transit Master Plan update**

Cascades East Transit initiated an update to the Regional Transit Master Plan in early 2019. The Bend MPO is a significant funding partner for the plan update.

## TASK 4: Travel Demand Modeling and Data Collection and Analysis

**Table 10: Task 4 Funding Resources**

<b>Task Four</b>	
STBG Funding	\$ 48,180
FTA 5303 Funding	5,150
In-Kind Local Match	6,100
<b>Total Task 4</b>	<b>\$ 59,430</b>
Percent of Total Budget	9%

**Description:** This task is focused on the regional travel demand model maintenance and data collection, analysis and development. Many non-MPO led plans and projects (e.g. corridor studies, capital projects, land use planning studies and land use developments) are under way in the BMPO study area. To varying degrees, these projects all make use of the travel demand model. The travel demand model can be used to assess scenarios reflecting land use and transportation alternatives.

There is currently about \$260 million of transportation projects programmed in the MPO area from 2020 through 2024. The City of Bend also has significant water and sewer system projects programmed during those years. Additionally, the City of Bend City Council is proposing a transportation ballot measure for the May 2020. The transportation measure (general obligation bond) totals approximately \$185 million. Existing projects and the proposed bond measure projects will cause significant construction impacts throughout the MPO for multiple years. Initial discussions started in early 2020 about coordinating roadway closures and detours with ODOT, the City of Bend and Deschutes County. This coordination effort may require development of a new transportation tool. The tool would with detour coordination and routing. The role of the MPO is not yet determined. As these discussions progress, there will clarity about roles and responsibilities. If the MPO is involved, it may require amendments to the UPWP and budget.

MPO staff maintain multi-modal volume data (from the city of Bend and ODOT) and crash data (from ODOT). MPO staff will continue to provide data support and assistance to agency partners. ODOT is leading an effort to develop a regional data warehouse. The MPO will continue to be actively engaged in that effort.

Additionally, the MPO manager serves on the Executive Committee of the Oregon Modeling Steering Committee and several of its subcommittees.

**Subtask A. Transportation Model:** The Bend Redmond travel model became functional in FY2017-18. Since that time, it has been one of the most heavily used models in the state. It has been used for land use plans, land use annexation planning, and capital project development among many others. Work on several major planning projects will conclude in late FY2019-20 and early FY2020-21. The outcomes of those plans will need to be incorporated into the model. MPO staff will work with ODOT TPAU staff to develop a work program and schedule to update the model to reflect the necessary changes.

A webpage specific to the travel model and model requests is in development at the time of writing this document. The webpage will be completed in FY2019-20, but there will be some ongoing maintenance in FY2020-21.

#### *Existing JEMnR Model*

Staff from the MPO, ODOT and local jurisdictions will determine if there is a need for a new future year(s) for various projects within the model area. If a new future year(s) is needed, the MPO will work with ODOT to develop a work program and schedule. Another possibility is to extrapolate the existing model to generate the necessary information.

#### *Future Model Plan*

MPO and ODOT TPAU staff will create a model development plan to determine if the Bend Redmond model will be transitioned to an Activity Based Model. The plan will include detailed information about the process, including needed data, resources, and timelines.

#### *Model Update Process*

The transportation system and land uses are changing regularly within the model area. ODOT and MPO staff will work to develop a process to track necessary model changes. More detail will be developed in FY2020-21.

#### *Previous Work Completed:*

- Extensive use of the model continued in FY2019-20 for the Bend TSP update, MTP update, capital project development, land use studies, and the ODOT Parkway Study

#### *Deliverables:*

- Work program and schedule to update the model to reflect outcomes of various planning efforts
- Model runs and outputs for major planning projects
- Model webpage

#### *Timeframe:*

- Work program: 1<sup>st</sup>-2<sup>nd</sup> quarters
- Model runs: ongoing
- Model webpage: 1<sup>st</sup> quarter

*Lead Agencies:* Bend MPO and ODOT TPAU

*Other Agencies Involved:* ODOT Region 4, Cascades East Transit, City of Bend, City of Redmond, and Deschutes County

**Subtask B. Transportation Model – Local Project Support:** Many non-MPO led projects (e.g. corridor studies, capital projects, land use planning studies, and land development projects) are under way in the BMPO study area and within the larger travel model boundary. To varying degrees, these projects all make use of the travel demand model. The travel demand model will be used to assess scenarios reflecting land use and transportation alternatives. Post-modeling analysis will enable development of recommendations for these projects. Of the many models

maintained by ODOT, the Bend Redmond model was the most heavily used in FY2019-20. Significant modeling demand and support is expected to continue in FY2020-21. The City of Bend and ODOT have over \$250 million of transportation improvements programmed in the MPO. Additionally, the City of Bend will have a \$180 million transportation bond measure on the May 2020 ballot. The BMPO hired a consultant to provide on-call travel model support services to provide some assistance with smaller requests. Most work, however, will require ODOT TPAU support. MPO staff will maintain a summary sheet of projects and tentative schedules. Continuing to deliver this level of modeling support will require close coordination between the MPO, ODOT TPAU, local agencies and consultant staff.

*Previous Work Completed:*

- Coordination with ODOT TPAU, local agency staff and consultants
- Maintenance of summary sheet of projects and schedules
- Completed model data requests for a wide range of projects

*Deliverables:*

- Coordination with ODOT TPAU, local agency staff and consultants
- Maintenance of summary sheet of projects and schedules
- Completed model data requests for a wide range of projects

*Timeframe:* Ongoing: July 2020 – June 2021

*Lead Agency:* Bend MPO and ODOT TPAU

*Other Agencies Involved:* ODOT Region 4, City of Bend, City of Redmond, and Deschutes County. Additionally, significant coordination will occur with consultants working on these projects.

**Subtask C. Oregon Modeling Steering Committee:** The Oregon Modeling Steering Committee (OMSC) was formed to provide direction and oversight to the Oregon Modeling Improvement Program (OMIP). The OMSC works to improve the state-of-the-practice and promote state-of-the-art land use and transportation modeling in the state of Oregon. It also works to serve as a consensus forum and support group to coordinate the land use-transportation modeling efforts of federal, state, regional, and local agencies. The Bend MPO is a member of the OMSC. The BMPO manager serves as the small-MPO representative on the OMSC Executive Committee and participates on several subcommittees, including the Modeling Program Coordination Subcommittee, Policy Committee, Technical Tools Subcommittee, Travel Survey Subcommittee, and Emerging Technologies workgroup. In FY2020-21, the Travel Survey Subcommittee will develop a coordinated plan for conducting new household travel surveys in 2021-2023. The group will work with a contractor to develop survey methods and deployment strategies.

*Previous Work Completed:*

- Active engagement on OMSC Executive Committee and subcommittees

*Deliverables:*

- Participation in the bi-annual meetings of Oregon Model Steering Committee Policy Committee
- Participation in meetings of the Executive Committee (about 5 meetings per year)

- Participation in subcommittee (MPC, Technical Tools and Travel Survey) meetings

*Timeframe:* Ongoing: July 2020 – June 2021

*Lead Agency:* ODOT

*Other Agencies Involved:* Bend MPO and FHWA

**Subtask D. Oregon Household Travel and Activity Survey:** Household travel data is an essential building block for travel models. Household travel surveys provide details about travel behavior that is lacking in other data sources. Household travel activities and demographics change over time, and travel surveys are traditionally conducted about every 10 years. In Oregon, the most recent surveys were conducted from 2008-2011, roughly coinciding with the 2010 Census. With the 2020 Census on the horizon, the Oregon Modeling Steering Committee (OMSC) has begun planning for the next household travel survey. The OMSC is developing a plan to procure expert services for the survey. MPO staff will be actively engaged in the planning process. Staff will also work with the Policy Board, and possibly local agency partners, to develop a funding plan for the Bend area survey work.

*Previous Work Completed:*

- Participation and coordination in the prior survey
- Coordination with ODOT and other MPOs to develop summary reports from the prior survey

*Deliverables:*

- Active participation in survey plan development process, including schedule development and identification of funding for the MPO surveys

*Timeframe:* Ongoing: July 2020 – June 2021

*Lead Agency:* OMSC and Metro (Portland)

*Other Agencies Involved:* ODOT Region 4, ODOT TPAU, and Bend MPO. Additionally, significant coordination will occur with the consultant team selected for this project.

### **Subtask E. Data Collection and Analysis**

This subtask supports the efforts to move toward a *performance-based planning and programming* process. The MPO will continue to work with local planning partners to implement performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets.

The MPO and City of Bend have partnered to create an on-going collection, management and analysis of vehicle and multi-modal volumes and crash data. The MPO purchased the Tableau software program several years ago and populates the software with crash and volume data. MPO staff will continue populating Tableau with available data and generating maps and reports. The City of Bend secured grant funding to purchase and install 5 permanent multi-modal counters. In 2020, the City will maintain the counters and the MPO will regularly download the data for QA/QC using the R software process developed with ODOT Research

and City of Bend staff.

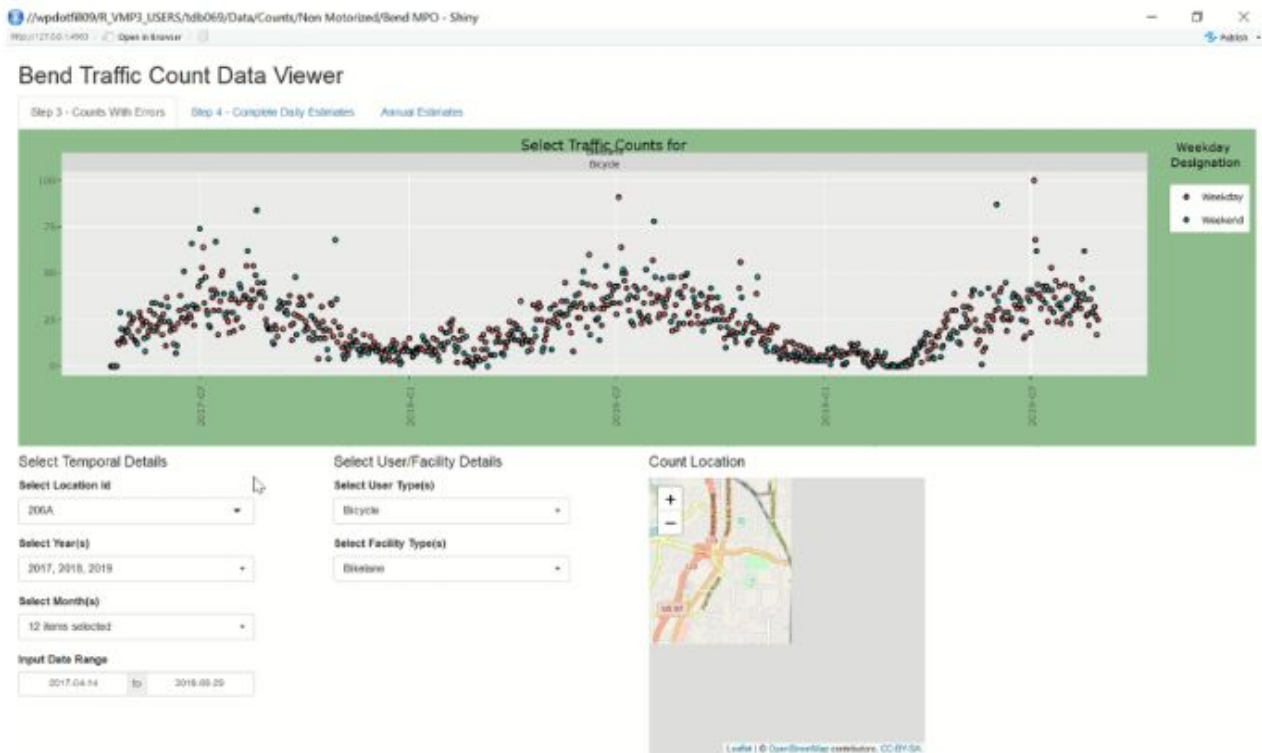
The City and MPO are also working with ODOT on a research project to collect pedestrian and bicyclist volume data to develop and test a methodology for estimating bicycle VMT (the Non-motorized Travel Activity Estimations and Crash Analysis project). The VMT data is being used to estimate crash risk and exposure for bicyclists. City staff are expected to continue work on this project.

A safety data analysis process was developed as part of the TSAP project. That process was used to prioritize systemic and location specific crash locations within the MPO area. The ODOT crash data will be uploaded and the analysis updated every 2-3 years. This analysis will assist in updates to the TSAP, other local planning and project development efforts, and shared through the data portal.

The Bend MPO is a partner in the Region 4 Data Consortium to implement the ODOT Region 4 Data Warehouse Action Plan developed in FY 2019-20. The Data Warehouse project is being managed by ODOT Region 4 working together with key regional partner agencies including the City of Bend, Bend MPO, and Deschutes County. This project is designed to provide the ability for multiple agencies to access transportation data collected by each agency, to enable agency staff to more efficiently perform work tasks, and ultimately to improve plans, policies, and decisions. The types of transportation data included in the project are performance, inventory, and maintenance records.

Additionally, MPO staff participate on the Oregon Traffic Record Coordination Committee (an ODOT committee). This committee oversees the strategic planning efforts for transportation data analysis with an emphasis on improving traffic records systems in Oregon.

# Data Visualization



**Figure 8: Visualization of Multimodal data**

As presented by ODOT Research at September 2019 OTREC Transportation Summit. Link to full presentation [https://drive.google.com/open?id=1ZaFu3gzWnBpbXRqp\\_Fb55FTkexO2hOfw](https://drive.google.com/open?id=1ZaFu3gzWnBpbXRqp_Fb55FTkexO2hOfw)

### *Previous Work Completed:*

- Loading crash and volume data for public access
- Established crash and volume data analysis processes
- Developed annual volume data summary (in coordination with the City of Bend and ODOT)

### *Deliverables:*

- Performance measure data
- Collaboration, data collection and analysis for Non-motorized Travel Activity Estimation Project
- Continue multimodal data collection program with City of Bend staff
- Use the data to inform performance-based planning objectives

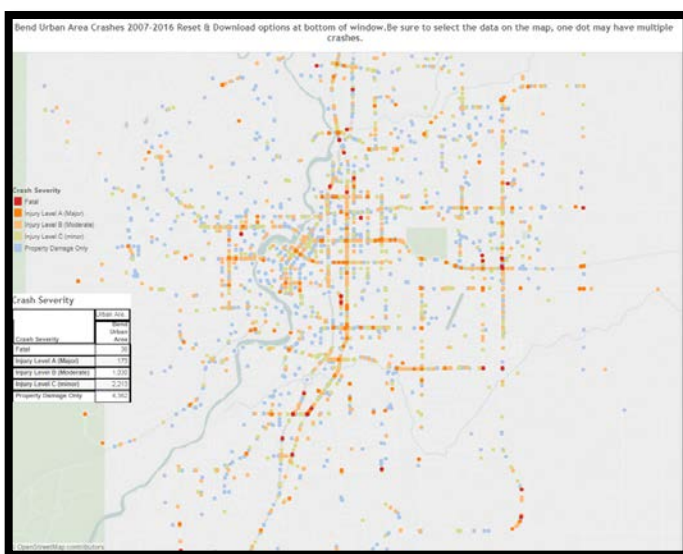
*Timeframe:* Ongoing July 2020 - June 2021

*Lead Agency:* Bend MPO

*Other Agencies Involved:* ODOT and City of Bend

**Table 11: Task 4 Estimated Timeline**

Subtask Letter/Title	FY2020-21			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
A. Transportation Model				
B. Model - Local Support				
C. OMSC				
D. Household Survey				
E. Data Collection				



**Figure 9: Bend MPO Data Portal**

The Bend MPO uses the Tableau software to visualize and analyze transportation data. In FY2020-21, the MPO will continue to make this data available to web users. This tool houses the base data for the Bend MPO safety plan and performance measures. This data can be accessed at [bendmpo.org](http://bendmpo.org) or <http://public.tableau.com/profile/bendmpo#!/>

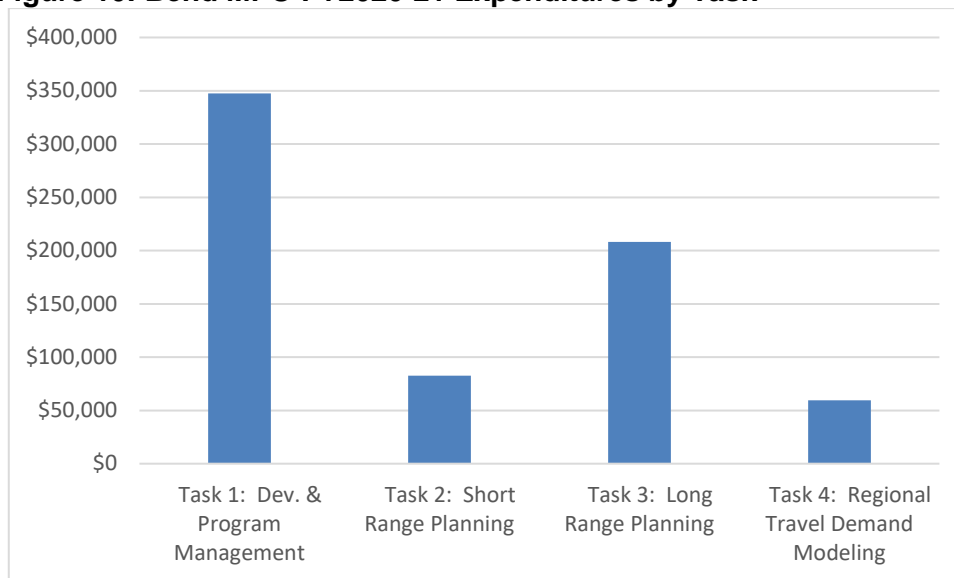


A summary of the FY2020-2021 budget is shown on the following table and graphs.

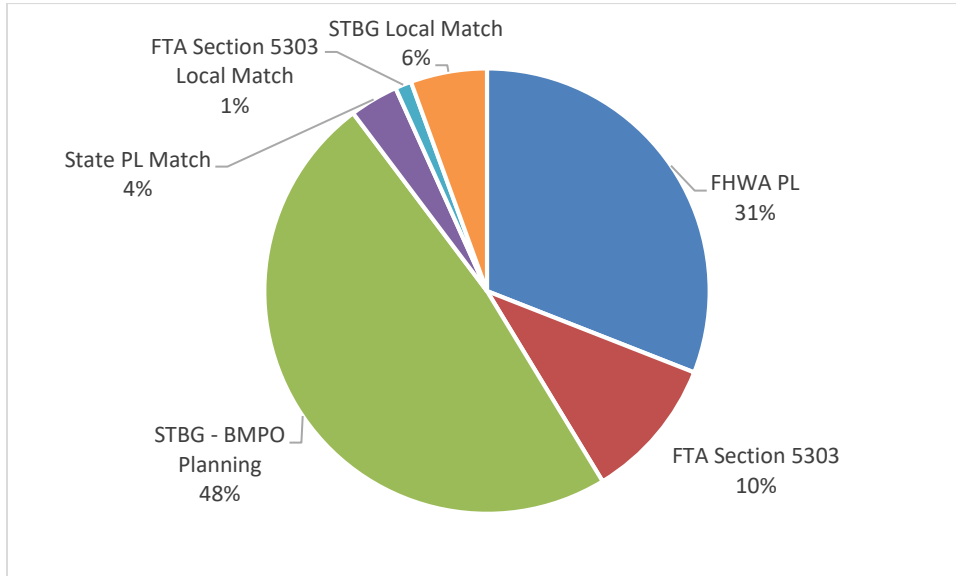
**Table 12: Bend MPO Budget Summary**

Fiscal Year 2020-21 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 100,000		
		<b>By Budget Category:</b>	
FHWA PL <sup>1</sup>		MPO Program	\$ 497,500
Federal Share	154,000	Interest Expense	-
FTA Section 5303	51,500	Loan Repayment	100,000
STBG - BMPO Planning	240,900	Contingency	100,000
<b>Total Grant Funding</b>	<b><u>\$ 446,400</u></b>	<b>Total Budgeted Appropriations</b>	<b><u>\$ 697,500</u></b>
		<b>By Task:</b>	
FHWA PL <sup>1</sup>		Task 1: Dev. & Program Management	\$ 347,475
State Match	17,600	Task 2: Short Range Planning	82,485
FTA Local Match <sup>2</sup>	5,900	Task 3: Long Range Planning	208,110
STBG Local Match <sup>2</sup>	27,600	Task 4: Regional Travel Demand Modeling	59,430
<b>Total Match Funding</b>	<b><u>\$ 51,100</u></b>		<b><u>\$ 697,500</u></b>
City of Bend Loan	100,000		
<b>Total Budgeted Resources</b>	<b>\$ 697,500</b>	<b>Total Budgeted Requirements</b>	<b>\$ 697,500</b>

**Figure 10: Bend MPO FY2020-21 Expenditures by Task**



**Figure 11: Bend MPO FY2020-21 Funding Resources Chart**



### **Significant Budget Changes from the Previous Year**

Bend MPO receives funding from PL and 5303 funds based on an allocation agreement methodology developed by the state’s MPOs and ODOT. This allocation agreement takes in population and air quality requirements for all MPOs in Oregon. This funding is the base for the MPO budget.

Despite the decline in federal funding, the Bend MPO is authorized by the Policy Board to utilize a portion of the annual STBG funding allocation to fill in the remaining Bend MPO budget needs. The STBG funds enable the Bend MPO to maintain and grow staffing requirements in order to complete tasks identified in the Budget and Unified Planning Work Program.

The Program Coordinator was funded 50% from MPO and 50% from City of Bend in FY 2019-20. The Program Coordinator focused 50% of her time on City specific projects. In FY 2020-21, this position will be 100% MPO funded. The Program Coordinator will be executing projects such as MTP plan update mapping and document publishing, performance measure reporting, and increase public outreach which decreases the contract costs in Materials & Services.

In FY 2019-20, Bend MPO Policy Board approved STBG funding to increase the Senior Planner position from 0.6 FTE to 0.8 (4 days/week). The budget continues this position at 0.8 FTE in FY 2020-21.

## Financial Polices

The Bend MPO relies on the federal framework for handling and distributing funding. This framework is detailed under Title 23 (Highways) and Title 49 (Transit) of the Code of Federal Regulations. 23 CFR Section 420.117 detail the requirement to show budgeted (approved) amounts and actual costs incurred. Part 450 of 23 CFR Chapter 1, Subchapter E and Part 613 of 49 CFR detail the requirements for metropolitan transportation planning and programming process.

## Description of Line Item Budget

The line item budget for FY2020-21 is shown on Table 13. Descriptions for some budget lines are provided below.

### *Beginning Working Capital (Table 13, line 1)*

Beginning Working Capital at July 1, 2020 is available due to a temporary \$112,200 loan from the City of Bend expected on June 30, 2020.

### *Federal Pass-through Grant - ODOT (Table 13, 2)*

The funding sources referenced as FHWA PL, FTA Section 5303 and STBG – MPO planning are included in the federal pass through line item detail.

### *City of Bend In-kind Match (Table 13, line 7)*

The grant mandated match for FTA and STBG funds is provided by the City of Bend and other jurisdictions within the MPO as an in-kind match. Other match sources may be from project costs from combining contracts to complete the MTP and Bend Transportation System Plan (TSP).

### *Personnel Services (Table 13, line 36)*

Personnel services include the salaries and other associated costs for the dedicated MPO staff members. The FY2020-21 budget assumes 2.8 full time equivalents (FTE). 1.0 for the MPO Manager, 1.0 for the Program Coordinator and 0.8 for the Senior Planner.

Current monthly salary ranges for these positions are listed below (the salaries listed below reflect those for full time employees). New salary ranges will be established on July 1, 2020.

MPO Manager: \$6,816 to \$8,852  
Program Coordinator: \$4,696 to \$5,994  
Senior Planner: \$5,928 to 7,697

### *InterAgency (Table 13, line 43)*

The FY2020-21 budget includes charges for administrative support from several City of Bend departments. Description of services proved are included below.

Information Technology: Provides general information technology support required by Bend MPO

Facilities Management: Provides support for ongoing facility maintenance in Bend MPO occupied space

Administration and Human Resources: General administrative support provided by the City

Finance: Financial support, including billing and collection of grant reimbursement requests, accounts payable, payroll, and coordination of the annual audit and budgeting process

Purchasing: Provides contracting and procurement services

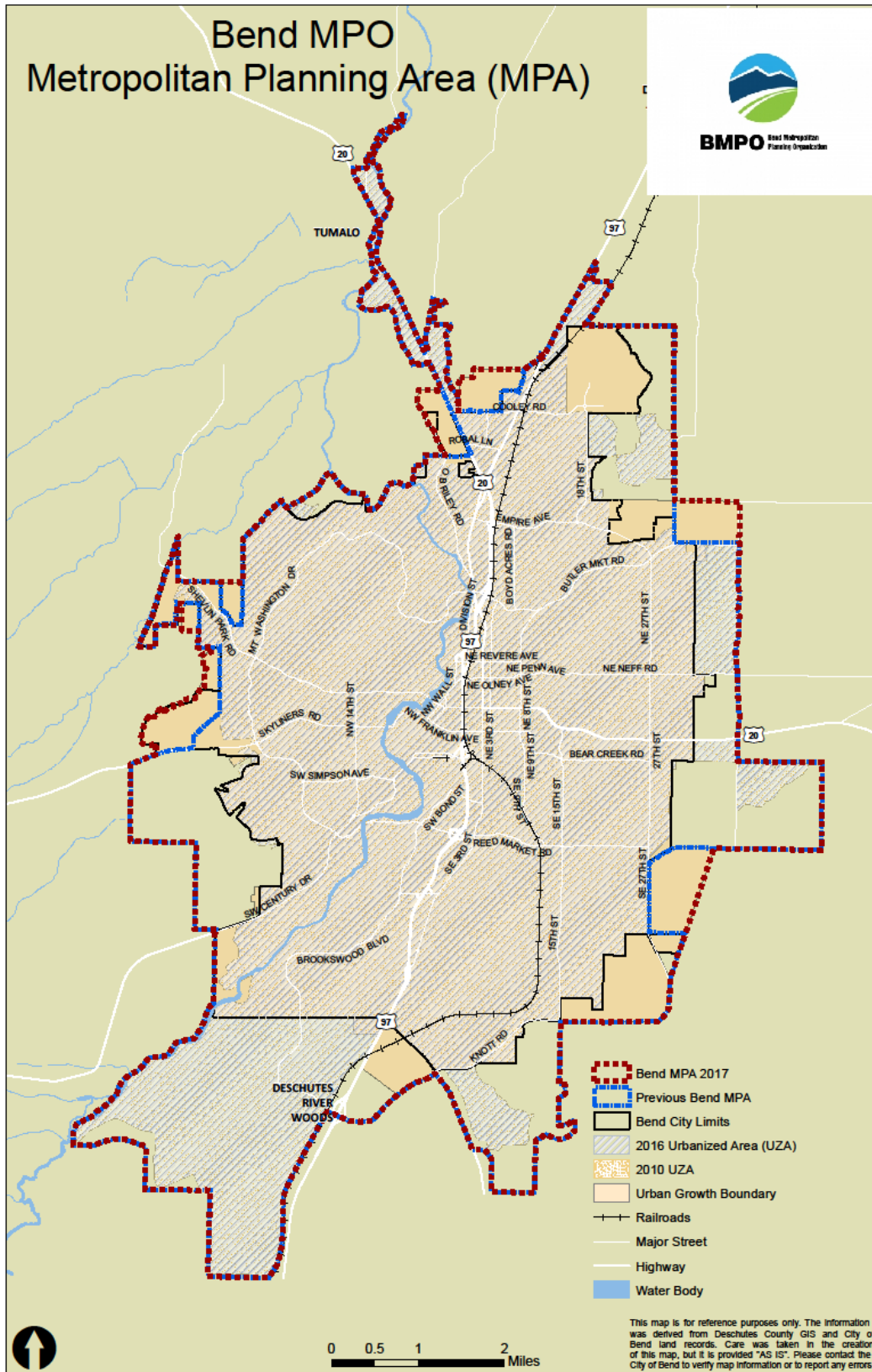
**Table 13: MPO Line Item Budget for Fiscal Year 2019-2020**

Line No.	Account Description	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Adopted Budget	FY19-20 Projected	FY20-21 Proposed Budget	FY20-21 Approved	FY20-21 Adopted
1	Beginning Working Capital <sup>1</sup>	\$ 30,000	\$ 131,000	\$ 70,000	\$ 56,000	\$ 100,000	\$ 100,000	
2	Federal Pass-through Grant - ODOT	319,719	344,463	570,733	565,157	517,300	446,400	
3	State match for MPO's	40,439	37,111	18,783	27,783	17,600	17,600	
4	Intergovernmental Grant - Other	-	-	25,000	-	-	-	
5	Miscellaneous Revenue	81	-	-	-	-	-	
6	Loan from City of Bend General Fund <sup>2</sup>	131,000	56,000	100,000	100,000	100,000	100,000	
7	Interfund Charge	-	-	-	-	-	-	
8	City of Bend In-Kind Match	-	-	40,485	-	41,600	33,500	
9	<b>Total Resources</b>	<b>\$ 521,239</b>	<b>\$ 568,574</b>	<b>\$ 825,001</b>	<b>\$ 748,940</b>	<b>\$ 776,500</b>	<b>\$ 697,500</b>	<b>\$ -</b>
10	<b>Requirements:</b>							
11	Regular Salaries	\$ 127,008	\$ 149,034	\$ 203,070	\$ 199,400	\$ 243,100	\$ 243,100	
12	Other Payouts	1,111	1,979	2,300	2,000	2,000	2,000	
13	Overtime	827	2,581	1,900	2,500	2,600	-	
14	FICA	2,944	-	-	-	-	-	
15	Social Security Tax	5,297	9,234	15,816	12,200	15,300	15,300	
16	Medicare Tax	1,239	2,160	3,763	2,900	3,600	3,600	
17	Unemployment	129	154	266	300	200	200	
18	Workers Compensation	50	83	897	200	100	100	
19	PERS & OPSRP	7,346	-	46,500	-	-	-	
20	PERS IAP	5,274	7,935	15,384	11,400	14,800	14,800	
21	PERS Tier 1/Tier 2	-	-	12,900	-	-	-	
22	PERS OPSRP	10,662	16,129	32,956	30,700	39,900	39,900	
23	PERS Debt Service	2,543	2,645	5,128	3,800	4,900	4,900	
24	Workers Compensation Insurance	107	265	651	800	800	800	
25	Disability Insurance	344	347	678	600	700	700	
26	Life Insurance	163	164	244	300	300	300	
27	High Deductible - Premium	19,023	20,807	44,340	25,400	35,600	35,600	
28	High Deductible - Deductible	5,764	5,591	11,500	7,500	12,000	12,000	
29	High Deductible - Coinsurance	3,460	2,223	2,510	1,700	3,000	3,000	
30	Dental Insurance - Premium	2,038	2,057	4,295	2,200	4,700	4,700	
31	Telemed Service	80	81	248	200	200	200	
32	OPEB Funding	2,483	3,099	7,350	4,600	5,600	5,600	
33	Employee Parking	-	645	360	1,600	1,100	1,100	
34	Section 125 Benefits	185	182	363	300	300	300	
35	Alternate Modes	177	164	400	300	500	500	
36	<b>Total Personnel Services</b>	<b>\$ 198,254</b>	<b>\$ 227,559</b>	<b>\$ 413,819</b>	<b>\$ 310,900</b>	<b>\$ 391,300</b>	<b>\$ 388,700</b>	<b>\$ -</b>
37	Professional Services - Legal	1,014	750	3,000	2,800	2,500	2,500	
38	Professional Services - Consulting	122,268	113,595	142,297	223,026	84,500	20,000	
39	Professional Services - Financial Audit	4,800	4,900	5,000	5,000	5,100	5,100	
40	Software Maintenance	400	400	800	800	800	800	
41	Postage	32	12	50	50	100	100	
42	Advertising	156	286	300	350	300	300	
43	Copiers	-	-	500	50	100	100	
44	InterAgency	27,500	27,100	38,600	38,600	38,600	38,600	
45	Equipment < Capital Threshold	-	-	300	50	300	300	
46	Office Supplies	-	-	200	200	200	200	
47	Employee Costs	734	467	1,200	1,800	1,800	900	
48	Employee Costs - Training	548	1,443	1,800	3,700	3,000	1,500	
49	Employee Costs - Licenses & Dues	1,003	1,003	1,200	1,750	1,700	1,700	
50	Community Education & Outreach	1,033	2,005	2,000	1,800	2,200	800	
51	Insurance Premium	2,088	2,055	2,400	2,064	2,400	2,400	
52	In-Kind Match	-	-	40,485	-	41,600	33,500	
53	<b>Total Materials and Services</b>	<b>\$ 161,576</b>	<b>\$ 154,015</b>	<b>\$ 240,132</b>	<b>\$ 282,040</b>	<b>\$ 185,200</b>	<b>\$ 108,800</b>	<b>\$ -</b>
54	Loan Repayment	30,000	131,000	70,000	56,000	100,000	100,000	
55	Interest	409	-	1,050	-	-	-	
56	Contingency	-	-	100,000	-	100,000	100,000	
57	<b>Total Requirements</b>	<b>\$ 390,239</b>	<b>\$ 512,574</b>	<b>\$ 825,001</b>	<b>\$ 648,940</b>	<b>\$ 776,500</b>	<b>\$ 697,500</b>	<b>\$ -</b>
58								
59	Ending Working Capital	\$ 131,000	\$ 56,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -

<sup>1</sup> Line 1 represents the Beginning Working Capital from the City of Bend loan expected and/or received on June 30 of the prior fiscal year. For the proposed budget, the 2020-21 Beginning Working Capital is the amount of the City of Bend loan anticipated on June 30, 2020.

<sup>2</sup> Line 6 represents the loan amount expected and/or received on June 30 of the fiscal year to cover reimbursements not received by the end of the fiscal year. Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred.

Figure 12: BMPO Study Area Map



## **APPENDIX A: Summary of Deliverables from the 2019-20 UPWP**

### **Task 1.0 Program Management**

- Functioning advisory committees
- Meeting materials for the BMPO committees (Policy Board and TAC)
- Regular meetings with individual Policy Board members to discuss MPO work items and improve communications
- Approved & executed contracts
- Monthly invoices and work summary reports to ODOT for reimbursement & monthly budget review reports to Policy Board
- Biannual reports & identified priorities
- Annual audit and financial report
- Regular monitoring of service and materials expenditures
- Regularly updated MPO website, Facebook page and email lists
- BMPO responses to state and federal legislative proposals and initiatives
- Implementation of public involvement strategies
- Completed information requests from the public, governmental agencies and jurisdictions
- Organized hard copy files and electronic files
- UPWP and Budget documents
- Self-certification statement
- Attendance at conferences, seminars & training sessions
- Attendance and participation at Oregon MPO Consortium meetings
- Attendance and participation at Oregon MPO/ODOT/FHWA quarterly meetings
- Updated Title VI Plan
- Participated in public engagement events specific to Title VI populations
- Initiated Public Participation Plan update

### **Task 2.0 Short Range Planning**

- 2018-2021 MTIP adjustments and amendments
- Initiate development of 2021-2024 MTIP
- Participation in STIP/MTIP coordination meetings
- Annual Listing of Obligated Projects
- Coordination on STBG funding issues & programmed STBG projects
- Participated in discussions about significant land use proposals
- Attendance, participation, and technical support of the following appropriate local, regional, and state planning processes and meetings (Subtasks D & E):
  - COACT
  - Commute Options work group
  - Deschutes County Bicycle and Pedestrian Advisory Committee
  - City of Bend Employee Mobility Committee
  - City of Bend-ODOT monthly staff meetings
  - US 20 (3<sup>rd</sup> Street) Preservation, Operations, Safety project
  - Member of the Oregon APA Legislative Policy Advisory Committee – Policy

#### Subgroup

- City bike share & scooter planning
- US 20/Tumalo analysis
- City of Bend Climate Change Planning
- ODOT US97 North Corridor Funding
- Tracking and providing comment on several City of Bend capital projects and land use planning projects

### **Task 3.0 Long Range Planning**

- Completion and adoption of “Phase 1” of the Metropolitan Transportation Plan (MTP) update (in coordination with the update to the City of Bend Transportation System Plan).
  - Public outreach coordination through Citywide Transportation Advisory Committee, neighborhood meetings and other public engagement efforts.
- Initiated work on “Phase 2” of the MTP in coordination with the City of Bend TSP update, US 97 Bend Parkway Study, Deschutes County ITS Plan update, Bend Area Transportation Safety Action Plan, the Deschutes County Transportation Safety Action Plan, and the Cascades East Transit Regional Master Plan.
- Participated in the development of the Deschutes County Intelligent Transportation System (ITS) Plan update. MPO staff serving on the project’s technical advisory committee.
- Participated in the development of the US 97 Bend Parkway Plan. Policy Board and MPO Technical Advisory Committee provided oversight of Phase 2.
- Completion of Bend Area Transportation Safety Action Plan.
- Participation in Deschutes County Transportation Safety Action Plan.
- Participation in Cascades East Transit (CET) Transit Master Plan development. MPO staff serving as technical advisory committee members for both the regional portion of the Plan and the Bend specific portion.
- Completion of Transit Boarding and Estimating Simulation (TBEST) tool development for CET. Organized TBEST training for CET and outside entities.

### **Task 4.0 Travel Demand Modeling & Data Collection/Analysis**

- Model runs and output data for the MTP update, TSP update, CET plan update and development of the Parkway Study.
- Regular check-ins with ODOT staff to discuss upcoming modeling needs and special model requests.
- Project analyses using travel demand model in support of local projects/planning efforts
- Participation in Oregon Modeling Steering Committee (OMSC)
  - Serving as small MPO representative on OMSC Executive Committee
- Collection of Performance Measure data
- Participation in meetings of the ODOT Traffic Records Coordination Committee
- Continued work to load crash and volume data in Tableau software
- Collaboration, data collection and analysis of Non-motorized Travel Activity Estimation Project. Includes providing oversight to and installation and maintenance of permanent and portable multi-modal counters on the City system. Collected data and prepared summary reports and presentations. Provided data to the media, interested parties and



several committees. Used the data to inform performance-based planning objectives with the Policy Board.

- Provided data support to City of Bend for several capital improvement projects.

## **APPENDIX B: ODOT Region 4, Deschutes County, City of Bend and Commute Options Transportation Planning, Development, Outreach and Construction Overview**

ODOT Region 4, Deschutes County, Commute Options and the City of Bend will be undertaking several planning, outreach and development projects in the BMPO area in the 2020-21 fiscal year. The status of each project varies significantly. For information about public engagement opportunities, please refer to the project websites. Each project is described below.

### **1) Regional Transportation Options Programs**

Project Lead: Commute Options

Timeline: FY2020-21

Commute Options, a local non-profit agency, contracts with several entities to coordinate travel options and transportation demand management activities in Central Oregon and throughout much of ODOT Regions 4 and 5. Their efforts include outreach to business owners, employees, and school age children to encourage walking, bicycling, carpooling, teleworking and riding the bus. Services provided by Commute Options include but are not limited to the following tasks:

- Coordinate the Drive Less Connect on-line program throughout much of Central and Eastern Oregon
- Coordinate the Drive Less Challenge
- Coordinate and lead bicycling and walking education programs in schools throughout Central Oregon
- Work with Cascades East Transit to promote transit ridership, including the group pass sales program.
- Provide information to the general public, employers and their employees on all TDM activities. Formats for providing the information include print, website, broadcast media, and individual contacts.
- Participate in studies by other agencies and various planning groups around the Central Oregon

### **2) US97 (Bend Parkway) Facility Plan**

Project Lead: ODOT Region 4

Project Timeline: Phase 1 completed November 2017. Phase 2 started in May 2018 and schedule to conclude in summer 2020

Project Budget: Phase 1 = \$180,000. Phase 2 = \$520,000 (\$320,000 for the Facility Plan and \$200,000 for a type/size/location analysis at the US97/Powers Road intersection)

Website: [https://www.oregon.gov/odot/projects/pages/project-](https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=R4BendParkwayPlan)

[details.aspx?project=R4BendParkwayPlan](https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=R4BendParkwayPlan) &

<https://www.bendoregon.gov/government/departments/growth-management/bend-mpo/plans-and-programs/parkway-plan>

ODOT Region 4 initiated development of a Facility Plan for the Bend Parkway in FY2016-17. The plan will be multi-faceted, including: an assessment of existing physical conditions and limitations, traffic operations, and safety; ITS options; future improvement options; and

pedestrian and bicycle overcrossings. Additionally, a type, size and location analysis will be conducted for the US97/Powers Road intersection.

### **3) City of Redmond TSP Update**

Project Lead: City of Redmond and ODOT Region 4

Project Timeline: Fall 2016 – spring 2020

Project Budget: Unknown

Website: <http://kaiproject.com/websites/42>

The City of Redmond is updating its Transportation System Plan (TSP). The MPO will not be directly involved in the process, but will track development of the TSP, particularly as it relates to modifications to the Bend Redmond transportation model. The MPO and ODOT TPAU developed the model and coordinate on any modeling requests or modifications to the model.

### **4) ODOT Region 4 Active Transportation Implementation Plan**

Project Lead: ODOT Region 4

Project Timeline: Phase 1 complete. Phase 2: January 2018 through May 2019

Project Budget: Unknown

ODOT Region 4 developed an Active Transportation Needs Inventory for the state highway system in FY2016-17. Phase 2 will develop an implementation plan for the needs identified in the Inventory.

### **5) US97/Baker Road Interchange Area Management Plan**

Project Lead: ODOT Region 4

Project Timeline: Tentative July 2020 through June 2021

Project Budget: Unknown

Develop a long-term plan for the interchange at US97 and Baker Road. More information listed under Task 4.

### **6) Central Oregon Regional Transit Plan**

Project Lead: Cascades East Transit & ODOT Region 4

Project Timeline: December 2018 through summer 2020

Project Budget: \$210,000 (TGM) and \$150,000 (MPO STBG)

CET is creating a new long range plan for Central Oregon, including information needed to access the new funding available through HB2017 (the Statewide Transportation Improvement Fund).

### **7) ODOT ARTS Projects**

Project Lead: ODOT Region 4

Project Timeline: 2018-2021 & 2021-2024 STIP

Project Budget: several projects are programmed

The All Roads Transportation Safety (ARTS) Program is a safety program to address safety

needs on all public roads in Oregon. Working collaboratively with local road jurisdictions (cities, counties, MPO's and tribes). Work within the MPO will include sign upgrades, illumination improvements, signal improvements, safe crossing improvements, curve and intersection signs, delineators, and clear zone improvements.

### **8) US20: Deschutes River Bridge to Robal Road**

Project Lead: ODOT Region 4

Project Timeline: FY2017-21

Project Budget: \$10.5 million

Pavement preservation, lighting, signs, and intersection improvements at Old Bend-Redmond Highway, Cooley Road, and Robal Road

### **9) US97: Bowery Lane to Romaine Village Way**

Project Lead: ODOT Region 4

Project Timeline: FY2019-2021

Project Budget: \$8.3 million

Pavement preservation for US97 through the MPO area.

### **10) US97: Bend to Redmond**

Project Lead: ODOT Region 4

Project Timeline: TBD

Project Budget: Unknown

Speed feedback signs, pavement markings, lighting, signing and striping enhancements.

### **11) Archie Briggs Road Bridge (Bend)**

Project Lead: ODOT Region 4

Project Timeline: FY2020

Project Budget: \$800,000

Prepare design shelf ready plans for replacement of Archie Briggs Road bridge over the Deschutes River

### **12) US 20 Empire-Greenwood Preservation/Operations/Safety Project**

Project Lead: ODOT Region 4

Project Timeline: FY2017-21

Project Budget: \$3.3 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=20391>

Multi-faceted project that includes the following elements:

- Pavement Preservation on US 20 (3rd Street) from Empire Blvd to Greenwood Ave
- Rehab and infill sidewalks, bikes lanes, and/or bicycle-pedestrian paths along US 20 from Empire Blvd to Greenwood Ave

- Upgrade traffic signals at US 20/O.B. Riley Road, US 20/River Mall Ave, US 20/Division St, and US 20/Greenwood Ave, including optimized detection, illumination devices and improved geometric design/ADA elements
- Construct a new Traffic Signal at US 20/Mervin Samples Road, and extend Mervin Sample Road east into the adjoining employment area
- Travel capacity and safety improvements along Empire Blvd between 3rd Street and the US 97 Parkway southbound on-ramp, including a new traffic signal at the Empire/Parkway southbound on-ramp
- Upgrade signs to current standards on US 20 between Empire Blvd and Greenwood Blvd
- Bend ITS Central Signal System Phases 3C-3E and 4, and Bend Communication Backbone upgrades, primarily for improved high-speed connectivity along and adjoining with the US 20 Empire to Greenwood corridor and signals.
- Construction of pedestrian crossings including median islands and RRFBs

### **13) US97: Baker Road to Lava Lands Visitor Center**

Project Lead: ODOT Region 4

Project Timeline: FY2018-23

Project Budget: \$6 million

Construct a bicycle and pedestrian trail connecting Baker Road to Lava Lands Visitor Center.

### **14) Bend Haul Road Trail Improvements**

Project Lead: Bend Park and Recreation District

Project Timeline: FY2019-21

Project Budget: \$2.5 million

Website: <https://www.bendparksandrec.org/project/haul-road-trail/>

Extend paved path, reconstruct exiting pavement and construct safety improvements

### **15) US 20 at Tumalo**

Project Lead: ODOT Region 4

Project Timeline: FY2019-22

Project Budget: \$8 million

Construct a multi-lane roundabout on US20 at Cook Ave/OB Riley Road in Tumalo

### **16) US 97 Bend North Corridor project**

Project Lead: ODOT Region 4

Project Timeline: FY2018-25

Project Budget: \$130 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=14020>

Corridor planning, development and implementation of phase 1.

**17) ODOT Region 4 TDM Program**

Project Lead: ODOT Region 4

Project Timeline: FY2018-24

Project Budget: Approximately \$125,000 each fiscal year

Transportation demand management activities throughout Region 4, including the MPO area

**18) City of Bend Safety Program**

Project Lead: City of Bend

Project Timeline: FY2018-2021

Project Budget: \$2.6 million

Design and construct a series of safety countermeasure projects that were determined by the City of Bend safety assessment.

**19) City of Bend Bicycle Greenways**

Project Lead: City of Bend

Project Timeline: FY2018-21

Project Budget: \$900,000

The City identified the framework for a bicycle greenway network. This project will design and implement projects for two of those corridors including intersection and signage improvements.

**20) Empire Avenue improvements**

Project Lead: City of Bend

Project Timeline: FY2017-22

Project Budget: \$23.4 million

Design and construct improvements to the Empire Avenue corridor including two roundabouts and the extension of Empire Avenue from Purcell Boulevard to 27<sup>th</sup> Street.

**21) Murphy Road Improvements**

Project Lead: City of Bend

Project Timeline: FY2017-22

Project Budget: \$26.3 million

Design and construct improvements to the Murphy Road corridor including three roundabouts and the extension of Murphy Road from Brosterhous Road to 15<sup>th</sup> Street

**22) Newport Avenue projects**

Project Lead: City of Bend

Project Timeline: FY2020-22

Project Budget: \$4 million

Design and construct improvements to the Newport Avenue corridor between NW 9<sup>th</sup> Street and College Way

**23) Columbia/Simpson intersection**

Project Lead: City of Bend  
Project Timeline: FY2020-22  
Project Budget: \$1 million

Design and construct a roundabout at the Columbia/Simpson intersection

**24) Reed Market Rd/3<sup>rd</sup> Street intersection**

Project Lead: City of Bend  
Project Timeline: FY2021-23  
Project Budget: \$5 million

Design and construct improvements at the Reed Market Rd/3<sup>rd</sup> Street intersection

**25) SE 9<sup>th</sup> Street/Wilson Ave intersection**

Project Lead: City of Bend  
Project Timeline: FY2022-24  
Project Budget: \$5 million

Design and construct improvements at the SE 9<sup>th</sup> Street/Wilson Ave intersection

**26) Brosterhous Rd/Chase Ave intersection**

Project Lead: City of Bend  
Project Timeline: FY2022-24  
Project Budget: \$5 million

Design and construct improvements at the Brosterhous/Chase intersection

**27) NE 27<sup>th</sup> Street/Connors Ave intersection**

Project Lead: City of Bend  
Project Timeline: FY2022-24  
Project Budget: \$2.5 million

Design and construct improvements at the Brosterhous/Chase intersection

**28) Butler Market Rd/Wells Acre Rd intersection**

Project Lead: City of Bend  
Project Timeline: FY2023-24  
Project Budget: \$3 million

Design and construct improvements at the Brosterhous/Chase intersection

**29) Neff Road and Purcell Boulevard intersection**

Project Lead: City of Bend  
Project Timeline: FY2018-21

Project Budget: \$4.1 million

Design and construct improvements at the Neff Road and Purcell Boulevard intersection

### **30) Bend Central Area Planning**

Project Lead: City of Bend

Project Timeline: Central Area Plan completed in 2004, and Central District Multimodal Mixed-Use Area Plan completed in September 2014. Work on the current phase is scheduled to begin in February 2019 and conclude in summer 2020.

Project Budget: unknown

Website: <https://www.bendoregon.gov/government/departments/economic-development/urban-renewal/bend-central-area>

The Bend urban renewal agency (BURA) initiated work on a new urban renewal area. An advisory committee is assisting with the Feasibility Study. If it is deemed feasible, the urban renewal plan will identify infrastructure improvements for the project area.

### **31) City of Bend SE Area Plan**

Project Lead: City of Bend

Project Timeline: September 2018 – summer 2020

Project Budget: unknown

Website: <https://www.bendoregon.gov/government/departments/growth-management/land-use-planning/southeast-area-plan>

The Southeast Area was identified in the 2016 Urban Growth Boundary (UGB) Expansion as the “Elbow Expansion Area”. This area contains approximately 479 acres. Through this process, the City will work with property owners, area residents, and other stakeholders to determine:

- Land use planning designations and final zoning
- The location of necessary infrastructure (sewer, water, and transportation)
- The type and general location of parks, schools, open space, and other public amenities
- Funding strategies and implementation measures to ensure successful development of a complete community within the area

### **32) City of Bend Urban Renewal Plan Updates (Murphy Crossing & Juniper Ridge)**

Project Lead: City of Bend

Project Timeline: 2019-2021

Project Budget: unknown

Website: <https://www.bendoregon.gov/government/departments/economic-development/urban-renewal>

The City has two existing urban renewal plans. Updates are needed for both plans including project list updates, funding analysis updates, and minor boundary updates.

### **33) Deschutes County projects**

Project Lead: Deschutes County (coordination with ODOT on one project)

Project Timeline: 2019-2023

Project Budget: \$2.6 million



Website: <https://www.deschutes.org/road/page/capital-improvement-plan-and-sdcs>

The current County CIP includes four projects on roadways within or immediately adjacent to the MPO. These include upgrades to Hunnell Road and roundabouts at US20/Hamby Rd, Baker Rd/Cinder Butte Rd, and Deschutes Market Rd/Hamehook Rd.

### **34) City of Bend Accessibility Improvements**

Project Lead: City of Bend

Project Timeline: 2020-2024

Project Budget: \$3.4 million

Website: <https://www.bendoregon.gov/government/departments/city-attorney/accessibility-ada-information/accessibility-ada-construction-projects>

The accessibility construction program funds construction projects whose sole purpose is to improve and increase the accessibility of the cities' public rights-of-way (i.e. sidewalks and curb ramps). The accessibility construction fund can also improve accessibility by funding the installation of accessible pedestrian (APS) facilities at signalized intersections, install medians with areas of pedestrian refuge, and remove and repair structural barriers found in the City's public rights of way.

### **35) US20/Hamby Rd intersection**

Project Lead: ODOT

Project Timeline: 2021-2022

Project Budget: \$3.9 million

Website:

Construct a roundabout at the US20/Hamby Rd intersection.

### **36) US97 South Redmond Corridor Project**

Project Lead: ODOT

Project Timeline: 2019-2021

Project Budget:

Website: <https://southredmond97.org/>

ODOT and the City of Redmond are developing a long-term concept to improve south US97.

## **APPENDIX C: List of Transportation Planning Definitions and Acronyms**

### **5303 Federal Transit Administration (FTA) Metropolitan Planning funds**

Federal funding program used for MPO planning.

### **5307 FTA Formula Grant Program**

Federal funding program. Funding is available based on a statutory formula to all urbanized areas in the country. The funding can be used for capital projects and operating assistance.

### **5310 FTA Competitive Grant Program**

Federal funding program for transportation services for the elderly and persons with disabilities. Funds can continue to be used for capital costs or for capital costs of contracting for services.

### **5339 FTA Formula Capital Program**

Federal funding program for transit capital improvements (e.g. bus purchases).

### **CET: Cascades East Transit**

Central Oregon's regional public transportation service provider.

### **COACT: Central Oregon Area Commission on Transportation**

Regional entities responsible for coordinating transportation planning and projects in multi-county areas; MPOs are required by ODOT to establish a relationship with their local ACTs and to coordinate with the ACTs in the prioritization of projects for submission to the STIP.

### **DLCD: Department of Land Conservation and Development**

The department responsible for guiding land use policy in Oregon. State agency that assists cities and counties in applying Oregon's land use laws, and aids in assuring compliance with Oregon's statewide planning goals and guidelines.

### **EIS: Environmental Impact Statement**

A document written to inform the public that a proposed project will result in significant environmental impact(s). NEPA requires that if a project results in a significant impact, the proposing or lead agency is required to consider at least one other build alternative in an effort to reduce those impacts. 771.123 (c) calls for the evaluation of all reasonable alternatives to the action and discuss the reasons why other alternatives, which may have been considered, were eliminated from detailed study. Reference: 23 CFR 771.123 and 771.125.

**EMME:** Travel demand model forecasting software used by most jurisdictions in the state of Oregon.

### **FAST Act: Fixing America's Surface Transportation Act**

On December 4, 2015, President Obama signed the FAST Act into law. The FAST Act is the first Federal law in over ten years to provide long-term funding certainty for surface transportation. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, research, technology and statistics programs. With its

enactment, States and local governments may now move forward with critical transportation projects, like improved highways and enhanced transit systems, with the confidence that they will have a Federal partner over the long term. <https://www.transportation.gov/fastact/>

**FHWA: Federal Highway Administration**

**FTA: Federal Transit Administration**

**FTE: Full Time Equivalent**

Staffing levels are measured in FTE's to give a consistent comparison from year to year. In most instances an FTE is one full time position filled for the entire year, however, in some instances an FTE may consist of several part time positions.

**IGA: Intergovernmental Agreement**

A formally adopted agreement between units of government that articulates the respective roles, duties and responsibilities of the agencies that are party to the agreement.

**ITS: Intelligent Transportation Systems**

Advanced technologies designed to improve the safety and efficiency of transportation facilities or services. Examples include coordinated traffic signals and adaptive traffic signal systems.

**MTIP: Metropolitan Transportation Improvement Program**

An MPO's Transportation Investment Program, which identifies project scopes, budgets and timing for delivery within the MPO.

**MTP: Metropolitan Transportation Plan**

The 20-year transportation plan for defining transportation improvement strategies and policies for the MPO area. The MTP must be coordinated with State, County and City jurisdictions.

**OTC: Oregon Transportation Commission**

The Board of Directors for the Oregon Department of Transportation (ODOT).

**PL: FHWA Metropolitan Planning Funds**

PL funds comprise the majority of MPO funding.

**STBG: Surface Transportation Block Grant, previously STP**

One of the major federal funding programs. Funding may be used for a range of programs and projects including planning, roadway construction, and transit capital projects. The Bend MPO receives and distributes STBG funding each year.

**STIF: Statewide Transportation Improvement Fund**

The STIF program was established under HB 2017 and will provide a new dedicated source of funding for expanding public transportation services in Oregon. Revenues from the program will first become available in January 2019.

**STIP: Statewide Transportation Improvement Program**

The statewide transportation improvement program (STIP) is a federally required document that identifies all federally funded projects in the state. The STIP is a staged, multiyear, statewide, intermodal program of transportation projects which is consistent with the statewide transportation plan and planning processes and metropolitan plans, TIPs and processes. Projects must be included in the STIP before applicants can use the federal funds awarded to their projects. In order for an MPO project to be included in the STIP, it must first be included in a metropolitan transportation plan and the TIP.

**TAC: Technical Advisory Committee**

**TAZ: Transportation Analysis Zones**

Transportation analysis zones are geographic sub zones designated within the EMME/2 transportation model where unique attributes of each zone are defined that typically depict population and employment characteristics (i.e., the person trip “productions” and “attractions”).

**TBEST:** Transit Boarding Estimation and Simulation Tool, a software package used for public transportation planning

**TDM: Transportation Demand Management**

Transportation demand management, traffic demand management or travel demand management (all TDM) is the application of strategies and policies to reduce travel demand (specifically that of single-occupancy private vehicles), or to redistribute this demand in space or in time. In transportation, as in any network, managing demand can be a cost-effective alternative to increasing capacity.

**Title VI & Environmental Justice Program**

Federally required program to ensure that transportation programs and services are accessible and provided uniformly, and to avoid adverse and disproportionate impacts by considering the populations impacted by transportation projects. This is primarily accomplished through inclusive public participation, outreach, and the consideration of all factors and measures that provide for a context sensitive solution.

**TO: Transportation Options**

Transportation Options refers to the quantity and quality of accessibility options available to an individual or group, considering their specific needs and abilities. Transportation options strategies, programs, and investments enhance traveler opportunities and choices to bike, walk, take transit, share rides, and telecommute. Such strategies can be used as solutions to problems of system capacity and as a way of creating an efficient transportation system for a multitude of users and uses.

**TPR: Transportation Planning Rule**

The Administrative Rule that was enacted to implement Statewide Planning Goal 12 (Oregon’s statewide transportation planning goal). This rule requires that all cities, counties and MPOs develop a 20-year transportation plan that outlines how investments are to be made to provide an integrated transportation system plan. MPOs are required to prepare an MTP and all local jurisdictions within an MPO are required to prepare TSPs that are consistent with the MTP.

**TPAU: Transportation Planning and Analysis Unit**

TPAU is a unit within ODOT that provides statewide transportation modeling services and technical assistance to jurisdictions throughout the state.

**TRCC: Traffic Records Coordination Committee for ODOT**

Charged with developing and implementing a strategic plan for improving traffic records systems in Oregon.

**TSP: Transportation System Plan**

A 20-year plan for transportation facilities that are planned, developed, operated and maintained in a coordinated manner to supply continuity of movement between modes, and within and between geographic and jurisdictional areas.

**VMT: Vehicle Miles Traveled**

MPOs and local jurisdictions are required by state mandates to reduce VMT per capita in their long-range transportation plans.

**USDOT: United States Department of Transportation**

A federal Cabinet department of the U.S. government concerned with transportation. It was established by an act of Congress on October 15, 1966 and began operation on April 1, 1967.

## APPENDIX D: Comment Log

Comment	Jurisdiction	MPO Response	MPO Action Item or Implementation Details
Page 17: there is a typo in the year range, "20119-20"	ODOT Region 4	Corrected error	None
Page 28: in the ITS Plan section, it might be worth describing the Smart Cities Workshop and/or listing it under Previous Work Completed	ODOT Region 4	Added SmartCities workshop to previous work completed.	None
Page 29: there are some typos/duplicate words in the North Interchange section in the last paragraph of the page.	ODOT Region 4	Corrected error	None
Page 31: there is a typo in the year range, "FY201921"	ODOT Region 4	Corrected error	None
Page 36: in Subtask D – Data Collection and Analysis: doesn't the ODOT/City/MPO research project also include pedestrian data collection, estimating, and crash risk/exposure analysis?	ODOT Region 4	Thank you for the clarification, document updated to include pedestrian data collection and analysis. Pedestrian analysis will be at a broader review since the data is harder to estimate across the area.	Continue to work with these data.
ODOT has contracted with RLS for a statewide Public Transit Safety Plan and is on track for completion this spring, so your information is good there. A draft could be ready next month from what I hear. Thank you for noting that coordination.	ODOT Region 4	MPO is coordinating with Cascades East Transit/Central Oregon Intergovernmental Council on this effort.	Continued coordination with this process.
On page 31 for Subtask G there is a small typo on the Fiscal year for completion. We are anticipating a final draft this spring (4th quarter) with adoption potentially in July (1st quarter FY21). I appreciate your acknowledgement of additional analysis and work that will likely be identified such as on the	ODOT Region 4	Updated the fiscal year for completion.	Continued coordination with this process.

Comment	Jurisdiction	MPO Response	MPO Action Item or Implementation Details
<p>mobility hub build-out. On the CET Plan, the project team also appreciates the MPO's support with TBEST work over the past few years</p>			
<p>The work with data collection and analysis is great – it is impressive what you're able to do as a small MPO by partnering up with ODOT and being willing to test out new tools</p>	<p>ODOT Region 4</p>	<p>Thank you for your praise.</p>	<p>Continue to work with these data.</p>
<p>I did not see any reference to OHAS related efforts and funding. Is that something that needs to be included or is that going to be taken care of in a future UPWP? Thinking about budget to actually conduct the OHAS in BMPO?</p>	<p>ODOT, Transportation Planning Analysis Unit Planning Section</p>	<p>Oregon Household Activity Survey (OHAS) is programmed with Initial work will begin this calendar year, and I think phase 1 is fully funded (using unspent OMPOC funds). I don't think actual implementation will begin until calendar 2021. There could be some demand for funding in the latter half of the upcoming FY.</p>	<p>BMPO has included some funding in reserve for 2020-2021 in the STBG funding. This will be reviewed by the Policy Board as part of the 2021-20204 MTIP approval process.</p>
<p>Gearing up for next model – not sure if you want to mention any of the data collection that will be needed in the next couple of years to coincide with the 2020 census year. Even though we are not going to be developing a 2020 year model for a few years, we will need to make sure we have the data that coincides with the census year – such as traffic counts (which we hope to take care of through ODOT but would need further coordination with you), 2020 network data, etc. We should also make</p>	<p>ODOT, Transportation Planning Analysis Unit Planning Section</p>	<p>MPO staff is just starting discussions with ODOT Region 4 and TPAU staff about possible changes and upgrades to the model. Those conversations will continue for several months. If we agree to make significant changes to the model, we will develop a scope of work, schedule and budget. The UPWP will then</p>	

<b>Comment</b>	<b>Jurisdiction</b>	<b>MPO Response</b>	<b>MPO Action Item or Implementation Details</b>
sure we find some time to determine what the next model will look like – will we go to an ABM or do we plan to stick with the JeMNR model.		be amended to include applicable work items.	
Page 8 – Thank you for including the resolution of when BMPO adopted ODOT’s Safety, Pavement and Bridge Condition, and System Performance. In terms of documenting coordination, it does not have to be formal, what is Bend MPO’s plan to inform/provide ODOT (PK) the remainder of the performance targets?	FHWA, Oregon Division		
Page 9 - Feel free to share an early draft of BMPO’s MTP to ODOT, FHWA and FTA to review requirements ahead of time.	FHWA, Oregon Division	Thank you for your comment. MPO Staff will share applicable chapters of the draft MTP with agencies as they are completed.	Thank you for your comment. MPO Staff will share applicable chapters of the draft MTP with agencies as they are completed.
Page 10 - Regional Transportation Strategies, will this planning work feed into BMPO’s MTP?	FHWA, Oregon Division	Yes, if applicable to the Bend MPO.	
Page 10 – Interested to hear more about the Strategic Plan?	FHWA, Oregon Division	A strategic plan for the MPO would highlight the cycle of planning efforts, such as the MTP updates required every 5 years, anticipated updates to supplemental plans and priorities of the region.	Plan to be developed in late 2020
Page 10 – Data Development, #1, is this general coordination with ODOT Research or is there a specific research project name and number?	FHWA, Oregon Division	There is a specific research number SPR-813.	A final report will be completed in Summer 2020.
Page 12 – Congratulations on recently developing the Bend Area Transportation Safety Action Plan! How will	FHWA, Oregon Division	The Safety Action Plan will be incorporated into phase 2 of the MTP.	Update Safety section of MTP to include TSAP findings.



<b>Comment</b>	<b>Jurisdiction</b>	<b>MPO Response</b>	<b>MPO Action Item or Implementation Details</b>
the BMPO's MTP link with the Safety Plan in the future?			
Page 38 – Thank you for highlighting the BMPOs data source (Bend MPO Data Portal) for the performance measures. We would like to hear more how BMPO will / is utilizing tableau to track/display performance measures.	FHWA, Oregon Division	BMPO staff is in early stages of utilizing Tableau for data visualizations. City of Bend support is not familiar or provide support for this platform so we may use a different tool. The visualization may be in another format. Regardless of the tool, the data will be in a easy to review and dynamic platform.	Move toward more data visualizations.
Page 38 – For the purpose of ensuring the FHWA - PL and FTA Section 5303 funding is accurate in our pending approval letter, the approved funding table will read as follows FHWA PL \$171,000. and FTA 5303 \$54,720.	FHWA, Oregon Division	Noted	
Thank you for posting all of BMPO's Annual Listing of Obligated Projects Report on the website.	FHWA, Oregon Division	Noted	
For the purpose of understanding ODOT-MPO coordination in terms of State and MPO Performance Targets, will Bend MPO provide comments on ODOT's documented titled "ODOT Coordination Process with MPOs in Setting, Monitoring, and Reporting State Performance Measure Targets" e-mailed by PK on November 25, 2019. The last version was revised in May 2019.	FHWA, Oregon Division	MPO Staff will continue to provide comments on this process and align Bend MPO targets with State guidelines.	Continue coordination.
Feel free to share an early draft of BMPO's MTIP/MTP to ODOT, FHWA and FTA to review performance based planning etc	FHWA, Oregon Division	Thank you for your comment	MPO Staff shared early drafts of the MTIP performance measures section with FHWA Staff.

Comment	Jurisdiction	MPO Response	MPO Action Item or Implementation Details
requirements ahead of time.			
Does the MPO / Local jurisdictions have a process to update road functional classification? ODOT is looking at ways to get more up to date roadway classification vs. waiting for a high increase of requests triggered by the Census.	FHWA, Oregon Division	City of Bend and Deschutes County review the functional classifications as the transportation system plans are updates.	Continue coordination with local agencies and coordinate with ODOT to align classifications.
Thank you for the quick update to the Bend MPO UPWP draft. FTA does not have any significant comments at this time. Thank you for the readable, succinct, and high quality UPWP. I'm particularly impressed by the quick references to tasks completed, upcoming deliverables, MPO document status, and the federal funding summary.	FTA, Region 10 - Seattle WA	Thank you for your comments.	
I would like an update on the MTP (Phase II), CET Transit Master Plan, transportation data and traffic counters, and federal performance measures/targets. I look forward to hearing more about these tasks, as well as the MPO's other work on Thursday. Do you know if COIC/CET will be attending the meeting?	FTA, Region 10 - Seattle WA	See the MPO Presentation dated 1/30/2020 posted online at <a href="http://www.bendmpo.org">www.bendmpo.org</a> under Work Plan and Budget webpage.	post presentation to federal and state partners on UPWP section of webpage.