

Unified Planning Work Program Fiscal Years 2024 and 2025

Covering July 1, 2023 to June 30, 2025



BMPO Bend Metropolitan
Planning Organization

The preparation of this report has been financed in part by funds from the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT). Bend Metropolitan Planning Organization (BMPO) staff and members of the BMPO Policy Board and BMPO Technical Advisory Committee (TAC) 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 2024-01
Bend Metropolitan Planning Organization Policy Board

For the Purpose of Amending the Fiscal Years 2024 and 2025 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 conduct the Metropolitan Transportation Planning Process; and

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

WHEREAS, in 2023, the BMPO adopted a UPWP for fiscal years (FY) 2024 and 2025, in coordination with US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the BMPO updated the FY 2024 and 2025 UPWP to included updated information and work priorities for FY 2025; and

WHEREAS, the BMPO Policy Board did review and hold a public comment period on the UPWP for fiscal years 2024 and 2025.

NOW, THEREFORE, BE IT RESOLVED, that the BMPO Policy Board approves and adopts the amended UPWP for fiscal years 2024 and 2025.

Adopted by the BMPO the 19th of April 2024

Yes: 3 No: 0 Abstain: 0

Authenticated by the Chair this 19th of April 2024



Barb Campbell, Chair

Witness:



Tyler Deke, MPO Manager

Bend Metropolitan Planning Organization (BMPO)

BMPO Policy Board

Barb Campbell, Chair, City of Bend
Phil Chang, Vice-Chair, Deschutes County
Ariel Mendez, City of Bend
Bob Townsend, ODOT Region 4
Mike Riley, City of Bend

BMPO Technical Advisory Committee (TAC)

Robin Lewis, City of Bend
Eric Lint, Cascades East Transit (CET)
Tarik Rawlings, Deschutes County
Dave Thompson, Deschutes County Bicycle & Pedestrian Advisory Committee (BPAC)
Henry Stroud, Bend Park and Recreation District (BPRD)
Ken Shonkwiler, ODOT Region 4
Joshua Clawson, Central Oregon Community College (COCC)
Casey Bergh, Oregon State University-Cascades (OSU Cascades)
Greg Bryant, Community Member
James Dorofi, Community Member
Brian Potwin, Commute Options
Sharon Smith, Bend-La Pine Schools (BLS)
Angie Brewer, Oregon Department of Land Conservation and Development (DLCD)*
Jasmine Harris, Federal Highway Administration (FHWA)*
Danielle Casey, Federal Transit Administration (FTA)*

*Indicates non-voting members

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Bend Metropolitan Planning Organization Unified Planning Work Program FY24 and FY25

Overview

The Unified Planning Work Program (UPWP) is a document that incorporates all transportation planning and supports continuing, cooperative, and comprehensive (3Cs) planning processes and activities in the Bend Metropolitan Area during state fiscal years 2024 and 2025 (FY24 and FY25)¹ and serves to satisfy [23 Code of Federal Register \(CFR\) 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 subtasks 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 bicycling and walking options, economic competitiveness, safety concerns, and the preservation of “quality of life.” In Central Oregon, rapid population growth, rapidly escalating housing costs, 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 and federal levels to address greenhouse gas (GHG) emissions from the transportation sector.

To help address these issues, the BMPO 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 FHWA and FTA have established Metropolitan Planning Organization (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 as stated in Title 23 of the US Code Section 450, Part 300.

Pursuant to Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL) <https://www.fhwa.dot.gov/fastact/factsheets/metropolitanplanningfs.cfm> guidelines and the code of federal regulations Title 23 of the US Code, section 134 the FY24 and FY25 UPWP for the BMPO is the document identifying all transportation and related

¹ The State of Oregon fiscal year (FY) runs from July 1 of one calendar year through June 30 of the next. Fiscal year 2024 (FY24) runs from July 1, 2023 through June 30, 2024, and FY25 runs from July 1, 2024 through June 30, 2025. FY24 and FY25 are the business years for the current UPWP. The federal fiscal year (FFY) runs from October 1 of one calendar year through September 30 of the next. FFY24 runs from October 1, 2023 through September 30, 2024, and FFY25 runs from October 1, 2024 through September 30, 2025.

planning activities that will be undertaken within the metropolitan area from July 1, 2023 to June 30, 2025. 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.
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 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 BMPO staff. Those programs and projects are identified through local priorities, federal legislation, and Planning Emphasis Areas (PEAs) such as:

- Equity and Justice40
- Complete Streets
- Public Involvement
- Performance based planning and programming
- Data in Transportation Planning

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

The BMPO 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 BMPO Budget Committee process for required budget law obligations. The BMPO Budget Committee met in April 2023 and considered the proposed FY24 budget document. The proposed budget document is a condensed version of the UPWP. A legal notice of the Budget Committee meeting and public hearing at the proposed adoption process with the BMPO Policy Board was advertised as specified in State Budget Law. The purpose of the Budget Committee meeting was to receive the budget message, allow for public comments, and provide a recommendation to the BMPO Policy Board for adoption. All meetings of the BMPO committees are open to the public. The Board adopted the budget in May 2023. The same processes will be followed leading up to review and adoption of the proposed FY25 budget

document, with the Budget Committee to meet in late March or early April 2024.

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 BMPO TAC and BMPO Policy Board.

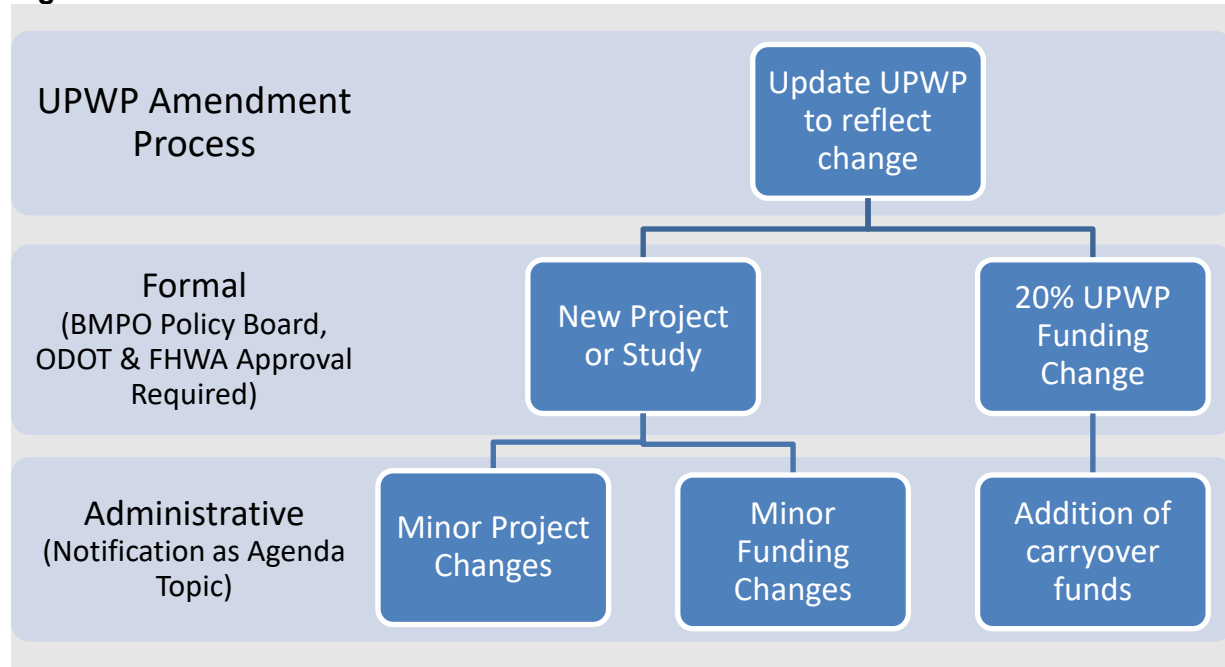
Formal amendments to the UPWP require approval by the BMPO Policy Board and are required when any of the following occur:

- A new planning task and/or subtask is identified.
- There is 20 percent change in total UPWP project costs (not by individual project). This does not cover carryover funds for a project/program extending multiple fiscal years that is determined upon fiscal year closeout².

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.

Figure 1: Amendment Process



² Closeout reports are produced after the conclusion of each fiscal year and are submitted to ODOT. They compare the actual revenues received during the fiscal year with the most recent revenue estimate.

BMPO will follow the processes outlined in the ODOT created UPWP Protocols for amendments. This process is shown in Appendix E. Formal amendments will be submitted to ODOT, FHWA, and FTA (if transit related) as stated in Appendix E for approval. The BMPO TAC and BMPO Policy Board will receive notification of administrative changes at regularly scheduled committee meetings.

Amendments are posted on the BMPO webpage at www.bendoregon.gov/mpobudget.

UPWP Public Notification Process

The BMPO 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. BMPO staff will review submitted comments and incorporate minor comments or changes to the UPWP. More significant comments will be reviewed with the BMPO Policy Board. Staff will contact the commenting entity and provide a summary of how major comments were considered and whether they were incorporated.

Organizational Structure

The BMPO was designated on December 18, 2002, by the Governor of Oregon³. 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. The BMPO Policy Board has been established to oversee the process of the BMPO. The BMPO 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 BMPO Policy Board. The BMPO planning boundary is shown in Figure 11 near the end of the document.

Federal legislation for the BMPO requires the following basic functions & plans:

- Develop and maintain a long-range Metropolitan Transportation Plan (MTP)
- Develop and maintain a short-range 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 status of the plans listed above is provided in Table 1: Status of BMPO Documents

³ Link to BMPO designation letter:

<https://www.bendoregon.gov/home/showpublisheddocument/55008/638112891823900000>

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 TAC

The BMPO TAC is primarily comprised of public works and planning staff of local and state agencies. The BMPO TAC also includes two community members and members from COCC, OSU Cascades, Commute Options, FHWA, CET, BLS, and FTA. The BMPO TAC advises the BMPO Policy Board on technical transportation issues and reviews the transportation documents produced by BMPO staff. The BMPO TAC typically meets about eight times per year. For special projects, additional members may be added to the BMPO TAC to represent specific issues or areas (e.g., emergency response).

BMPO Policy Board

The BMPO Policy Board is composed of officials from the City of Bend, Deschutes County, and ODOT Region 4. The BMPO Policy Board considers recommendations from the BMPO TAC and makes final decisions on all BMPO matters. The BMPO Policy Board generally meets monthly. The membership of the BMPO Policy Board is determined by each jurisdiction.

Table 1: Status of BMPO Major Plans

Plan Name	Last Update	Plan Cycle	Date Completed or Adopted	Anticipated Completion Date of Next Update
<u>Annual Obligation Report</u>	Federal Fiscal Year (FFY) 2023	Annual update, due within 90 days of end of the FFY	December 2023	Every December
<u>Unified Planning Work Program (UPWP)</u>	2023-25 UPWP	Annual, July 1 – June 30	Every April	April 2024 to update
<u>Public Participation Plan (PPP)</u>	August 2021	Review for update every 3 – 4 years	August 2021	August 2024
<u>Title VI Plan</u>	October 2019	Review for update every 3-4 years. Update mapping annually; annual reports submitted to ODOT.	Review for update completed October 2022. FY22 Annual Report submitted October 2022.	October 2025
<u>Metropolitan Transportation Plan (MTP)</u>	Adopted September 2019	Update every 5 years		September 2024
<u>Metropolitan Transportation Improvement Program (MTIP)</u>	2024-2027 MTIP adopted in 2023	Update every 2 years	Spring 2023	June 2026

Table 1 Notes:

The latest plans can be reviewed using the link in the Plan Name column and are posted online at www.bendmpo.org.

Table 2: Performance Measure (PM) Reporting Status

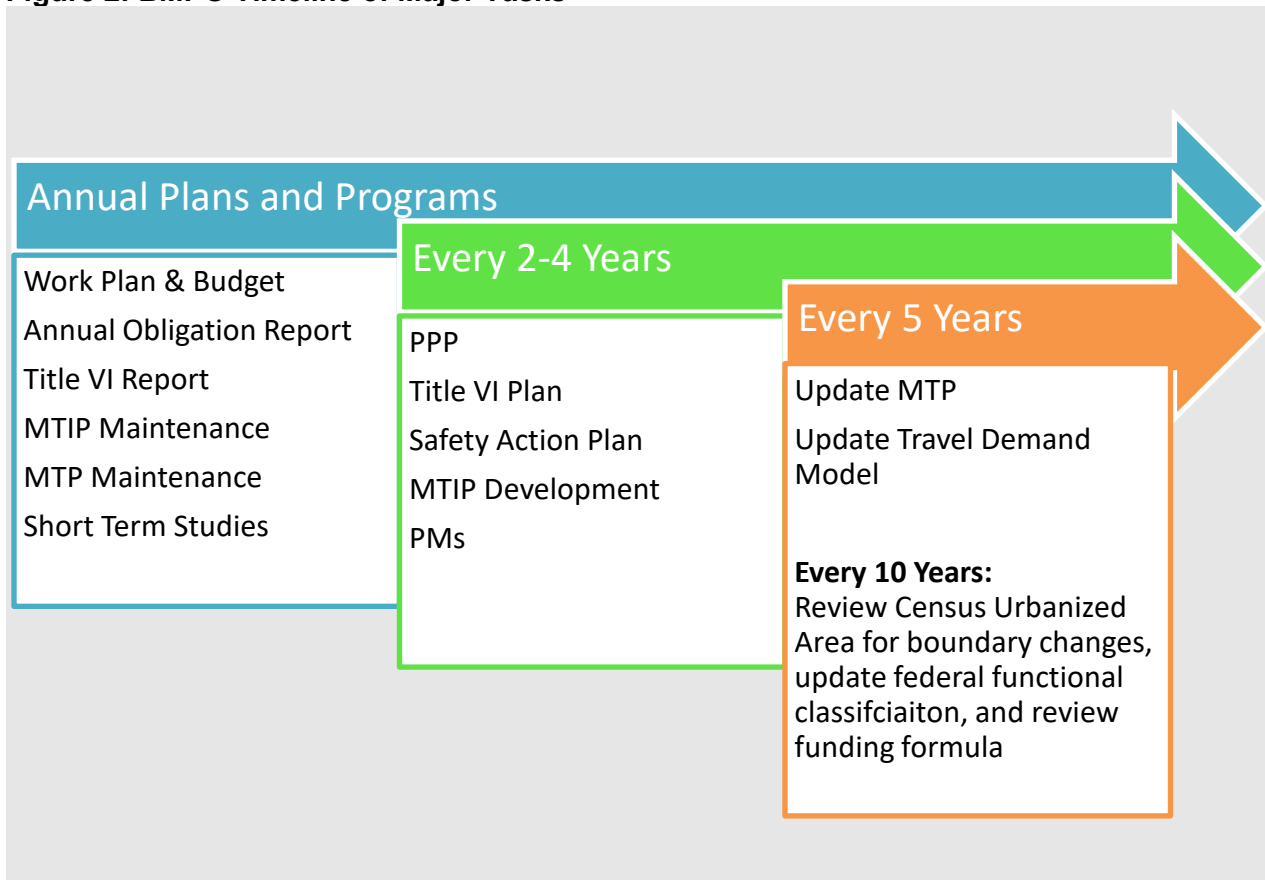
BMPO Policy Board adopted Resolutions to support the State targets for the following PMs.

Measure	ODOT or CET Action	MPO Adoption Date	MPO Plan or Program with PMs	Action Planned	Target Date for Update
Roadway Safety	ODOT initial adoption 10/14/16 ODOT Safety Action Plan 9/2021 ODOT Performance Report Updated 2020	October 2018, update in MTP 9/2019. Reaffirmed Spring 2023.	Bend Transportation Safety Action Plan (TSAP), 2021-2024 MTIP, 2040 MTP	BMPO TSAP update to begin in FY24, update to include current Crash data. Annual review of Safety PMs with ODOT Transportation Safety Office	Spring 2023. Review with ODOT annually
Pavement and Bridge Condition	ODOT initial adoption 5/20/18 Bridge Report 2021 Pavement Report 2020	October 2018, update in MTP 9/2019. Reaffirmed Spring 2023.	2021-2024 MTIP, 2040 MTP	Coordination with ODOT and local jurisdictions to update condition reports, MTP updated 2024	Spring 2023. Review with ODOT
System Performance	ODOT initial adoption 5/17/18 ODOT Performance Report Updated 2020	October 2018, update in MTP 9/2019. Reaffirm Spring 2023.	2021-2024 MTIP, 2040 MTP	Coordination with ODOT and local jurisdictions to update condition reports, MTP updated 2024	Spring 2023. Review with ODOT
Transit State of Good Repair	CET is included in the Tier II Transit Asset Management Group Plan developed in October 2018 by ODOT	April 2020	2021-2024 MTIP, 2024-2027 MTIP, 2040 MTP	2024	Spring 2024
Transit Safety	CET safety plan approved February 2020	April 2020	2021-2024 MTIP, 2024-2027 MTIP, 2040 MTP	2024	Spring 2024
GHG Emissions	ODOT initial adoption expected 2/1/2024	Expected July 2024		July 2024	July 2024

Table 2 Notes:

Moving Ahead for Progress in the 21st Century (MAP-21), the Fixing America’s Surface Transportation (FAST) Act and continuing Federal transportation legislation have established a performance-based planning framework intended to improve transparency and hold state transportation departments, transit agencies and MPOs accountable for the effectiveness of their transportation planning and investment choices. The objective of the framework is to ensure States and MPOs invest federal resources in projects that collectively will make progress toward the achievement of the national goals identified in federal transportation legislation. Our work in Task 4 details efforts the BMPO plans to take to move toward a performance-based planning and programming process.

Figure 2: BMPO Timeline of Major Tasks



Planning Emphasis Areas (PEAs)

BMPO major transportation activities, high level deliverables, dates and partner agencies are listed in Table 3. Updated PEAs were issued in late 2021 from FHWA and FTA to help guide MPO planning efforts, and include the following:

- Tackling the Climate Crisis, Transition to a Clean Energy, Resilient Future (Climate):** Ensure that our transportation plans and infrastructure investments help achieve the national GHG reduction goals of 50-52 percent below 2005 levels by 2030.



- Equity and Justice in Transportation Planning (Equity):** To advance racial equity and support for underserved and disadvantaged communities.

- **Complete Streets:** A complete street is safe, and feels safe, for everyone using the street. MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

Complete Streets are Safe Streets



- **Public Involvement:** Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process.
- **Strategic Highway Network (SHN):** Transportation planning and project programming process on infrastructure and connectivity needs for the Strategic Highway Network. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile Strategic Highway Network system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment (Note: there are no SHN facilities within the BMPO)

- **Federal Land Management Agency (FLMA) Coordination:** Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities.

- **Planning and Environment Linkages (PEL):** The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process.



- **Data in Transportation Planning (Data):** To encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

In Table 3, below, the PEAs are referenced by their abbreviated term, such as “Climate” for Tackling the Climate Crisis. Note that the last column in this table serves to identify FY 2024 and FY 2025 activities that align with and/or support PEAs until federal guidance is issued. PEAs are also referenced under specific task and subtask sections of the document where applicable. See Appendix F for the full description of the PEAs Letter dated December 30, 2021.

Table 3: BMPO Major Transportation Activities for FY24 and FY25

Major Activities	Activity Overview	Where to find out more	PEAs							
			Climate	Equity	Complete Streets	Public Involvement	Strategic Highway	FLMA	Planning & Enviro.	Data
Annual Obligation Report	An annual listing of transportation projects with obligated federal funding is reported each year.	Task 2.C				●				
Census 2020	Boundary and Functional classification updates with the 2020 Census data are reviewed.	Task 1.F						●		●
Climate-Friendly and Equitable Communities (CFEC)	Oregon’s transportation and housing planning in BMPO region includes additional requirements as provided in the adopted CFEC rules by the DLCDC.	Task 2.E-2	●	●	●	●	●		●	●
COVID Relief Funding	The BMPO received \$1,500,900 from the Highway Infrastructure Programs Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds. The funds will be directed to local jurisdictions through an interagency transfer and will be processed through a public process with BMPO Policy Board deliberations and decisions.	COVID Task 1		●		●			●	
Data Development	Transportation and regional data are required for all programs and projects for the BMPO to include transportation model development and local analysis of development plans. Tasks include coordinate multi-modal count program with City of Bend staff to assess current trends. Data development for project analysis, equity mapping tools and model updates.	Task 4		●		●	●			●
Employee Commute Options (ECO) Rule	Under the Department of Environmental Quality (DEQ) ECO Program, employers with more than 100 employees must provide commute options to employees designed to reduce the number of cars driven to work (DEQ, Commute Options, City of Bend). This project has been paused and no work is expected in FY25.	Task 2.E-2	●			●				●
Federal Carbon Reduction Program (CRP)	The federal IJA created a new funding program for carbon reduction. The BMPO area will receive about \$1.2 million through this program. Application processes will occur in FY24 and FY25.	Task 3.H	●		●					
Household Travel Survey	ODOT and the states MPOs launched a statewide survey in 2023 to gain data to create a complete picture of regional transportation patterns to better plan for future improvements. BMPO manager participation in scope, design and implement an on-board public transit rider survey.	Task 4.D				●				●

Major Activities	Activity Overview	Where to find out more	PEAs							
			Climate	Equity	Complete Streets	Public Involvement	Strategic Highway	FLMA	Planning & Enviro.	Data
Metropolitan Transportation Improvement Program (MTIP)	Transportation Investment Program, which identifies project scopes, budgets, and timing for delivery within the BMPO.	Task 2.A	●			●				●
Metropolitan Transportation Plan (MTP)	The 20-year transportation plan for defining transportation improvement strategies and policies for the BMPO area. The MTP must be coordinated with State, County and City jurisdictions. An update to the plan will be completed by September 2024. The plan update will be the major focus for this planning period.	Task 3.A	●	●	●	●	●	●	●	●
Oregon Modeling Statewide Collaborative (OMSC)	BMPO manager is the representative for = small MPOs on the Executive Committee. Also participate on the Policy Committee, Modeling Program Coordination subcommittee, Household Survey subcommittee, Technical Tools subcommittee, Emerging Technologies workgroup, and the CFEC/TPR workgroup.	Task 4.D		●		●				●
Regional Transportation Strategies	Central Oregon Area Commission on Transportation (COACT) committee involvement with regional planning efforts.	Task 2.E-1	●	●		●	●		●	●
Safety Implementation Plan	Transportation safety efforts to continue the regional safety committee through COACT, update crash data analysis in BMPO, and develop messaging campaigns to reduce fatal and serious injury crashes in the region.	Task 3.D			●	●				●
State Legislative Priorities FY24	Track legislative priorities of the Oregon state regular sessions convene each January and may last 160 days in odd-numbered years and 35 days in even- numbered years.	Task 2.E-1	●	●	●	●	●	●	●	●
Surface Transportation Block Grant (STBG) Funding Process	Next call for projects in 2025. FY24-25 to manage project status and awards.	Task 2.D			●	●				●
Strategic Plan	Work with the BMPO TAC and BMPO Policy Board to develop a 3–5-year strategic plan for the BMPO. The plan will be used to guide future BMPO work programs.	Task 1.A				●				
Transit Planning	Continued coordination with CET.	Task 3.F	●	●					●	●

Travel model	The Bend Redmond travel model has been one of the most heavily used models in the state. It has been used for land use plans, land use annexation planning, transportation plans and studies, and capital project development. Work on several major planning projects has concluded in recent years. The outcomes of those plans will need to be incorporated into the 2040 model scenario and 2045 model scenario will be developed.	Task 4.A	●						●	●	●
US20 Refinement Plan	Specific improvements and projects to be developed in this ODOT Region 4 led plan for US20 in Bend, BMPO Policy Board led the public participation efforts with meetings and decisions on project prioritization.	Task 2.E-2			●	●	●				●
US97/Reed Market Road Study	Reed Market Road Operations and Safety Study is led by ODOT Region 4. BMPO staff and BMPO Policy Board will be involved and provide a public participation platform for decisions and updates.	Task 2.E.2			●	●	●				●

BMPO Activity Deferrals

Over the past decade, federal funding (PL: Public Law and 5303) to the BMPO has fluctuated, including funding decreases in some years. Even in years of increased funding, the funding needed for the BMPO work program has exceeded available funding. To account for this discrepancy, the BMPO Policy Board has authorized use of some STBG funds to maintain the BMPO budget and are included in the 2024-2027 MTIP. These STBG funds support increased staffing and support specific planning projects. The BMPO is the only non-Transportation Management Area (non-TMA) in Oregon that uses some of its STBG funding to support planning projects. These funds have been used for the MTP update, model update service contracts, and for BMPO staffing. To account for these funding fluctuations and increasing workloads, some work items may be delayed or altered to ensure resources are available to complete priority projects.

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

- Data development and analysis for various local projects and supporting PMs
- Expanded and enhanced public engagement options for on-going and specific BMPO work items
- Accelerate objectives and programs identified in the MTP
- Providing additional support for current and upcoming planning and analysis projects underway within the BMPO area

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 Transportation Safety Division,

Transportation and Growth Management Program).

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 continue to utilize consultant support services for some travel modeling support. The intention of such an agreement is to reduce work demands on BMPO and TPAU staff. BMPO is expecting that up to \$250,000 in STBG local exchange funds will be available for planning service contracts and/or small transportation improvement projects.

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 FY23 and FY24

Listed below are some of the tasks completed or started by the BMPO in FY23 and FY24. Also listed are some projects that included significant BMPO involvement.

Tasks Completed

- ✓ Annual Obligation Report: Annual Listing of Transportation Projects with Obligated Federal Funding
- ✓ 2021-24 MTIP maintenance
- ✓ Development and adoption of 2024-2027 MTIP
- ✓ Title VI annual reports
- ✓ Second round of STBG funding applications processed
- ✓ STBG funding reconciliation coordination with ODOT
- ✓ Updates and edits to the BMPO webpages
- ✓ TSAP implementation continued
- ✓ Mobility Hubs Feasibility Study
- ✓ Development of 2019 travel model scenario
- ✓ Development of 2019 peak season travel model scenario
- ✓ Updates to 2040 travel model scenario
- ✓ Development of 2045 travel model scenarios
- ✓ Multi-modal volume count collection and summary reports
- ✓ PPP update
- ✓ US97 North Interchange Study
- ✓ US97/Baker Road Interchange Area Management Plan (IAMP) (ODOT project)
- ✓ US97/Reed Market Road Study (ODOT and City of Bend project)

Additional Tasks Underway

- MTP update
- Bend TSAP Implementation – phase 2
- US20 Facility Plan (ODOT led process, process is using BMPO Policy Board)
- Coordination with City of Bend staff on implementation of a multi-modal count program
- Bend TSAP update – Safe Streets for All (SS4A) grant funded
- 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 Statewide Collaborative, and serving on the Policy Committee, Technical Tools Subcommittee, Modeling Program Coordination Subcommittee, Travel Survey Subcommittee, and Emerging Technologies work group
 - Household travel survey developing and pilot survey testing (full survey implementation expected in fall 2023 and spring 2024)
 - ActivitySim model development (two consultants under contract)
- MPO representation on various transportation-related committees/groups, including:
 - Serving as alternate on DEQ ECO rule-making advisory committee
 - Serving as alternate on the Oregon Transportation Plan update policy committee
 - Serving on ODOT committee to develop program for federal CRP Funding
- Transportation modeling support: land use development, plans and projects

Figure 3: US97/Baker Road IAMP. ODOT is leading development of the US97/Baker Road IAMP. The BMPO Policy Board served as the project Steering Committee. To view the project details, visit the project webpage at: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=US97BakerRd>.



BMPO Work Program, FY24 and FY25

This work plan is split into three programs, BMPO Program, COVID Relief Program, and State Highway Fund (SHF) Program (formerly STBG). The BMPO Program shows tasks and deliverables for FY24 and FY25. The funding levels in the initial budget tables show FY24. The FY24 Supplemental Budget and FY25 funding has been included in the updated UPWP as an amendment at the end of FY24. BMPO budgetary sources such as PL, 5303, and STBG funding are summarized for each task. The COVID Relief Program is set up as a COVID Relief Interagency Transfer in a separate task, BMPO anticipates these funds will be awarded to another agency. The SHF Program represents funding that was previously issued as STBG funds.

TASK 1: BMPO Development and Program Management

Table 4.1: FY24 Task 1 Funding Resources

FY24 Task 1	
FHWA PL Funding	\$ 117,000
State Match for FHWA PL	14,800
FTA 5303 Funding	16,400
STBG – UPWP	114,600
In-Kind Local Match – UPWP	15,000
Beginning Working Capital	100,000
Loan from General Fund ²	100,000
Total Task 1	\$ 477,800
Percent of BMPO Program	29.7%

Table 4.2: FY25 Task 1 Funding Resources

FY25 Task 1	
FHWA PL Funding	\$ 117,800
State Match for FHWA PL	15,300
FTA 5303 Funding	16,300
In-Kind Local Match – UPWP	1,900
Beginning Working Capital	100,000
Loan from General Fund	100,000
Reserves	80,000
Total Task 1	\$ 431,300
Percent of BMPO Program	21.5%

Description: Task 1 involves the coordination of all BMPO activities necessary for daily operations, including program administration, coordination of the BMPO committees, public involvement and equity efforts, financial management, and Oregon MPO Consortium (OMPOC) participation. It also includes development of the annual work program and budget and

participation in quarterly meetings of BMPO, ODOT, and FHWA staff.

Subtask A. Administrative tasks

Administrative tasks associated with the BMPO include the coordination and logistics for meetings of the BMPO Policy Board and BMPO TAC. 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 federal CRP, TSAP implementation project, US20 Refinement Plan, and US97/Reed Market Road Study. Other administrative activities include the maintenance of the BMPO website, social media outreach, records management, development and maintenance of IGAs, fiscal management including invoicing and the annual audit, solicitation of proposals for contractual services, and development and administration of contracts.

The BMPO may seek additional funding for specific studies or technical assistance to complete BMPO related tasks. Most of the administrative activities are ongoing and continue each year. This subtask also includes training and professional development. BMPO staff develop an annual professional training plan, the extent of which 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 BMPO area. This has been especially important in FY24 as Oregon State Legislative session concludes rule-making efforts. Funding opportunities will continue to occur for the federal IJA and Oregon's climate change efforts.

In FY23 and FY24, staff continued to expand utilization of its SharePoint site for BMPO files and records. The site will replace the existing internal server-based storage system. Work to allow greater utilization of the SharePoint site will continue for FY25.

Engagement of Tribes and FLMAs: Although tribal lands are not located within or adjacent to the BMPO boundary, historic ties likely exist. The BMPO developed a documented tribal consultation process in FY24.

Previous Work Completed:

- MPO SharePoint site established, ongoing development and maintenance
- Revised outdated IGAs, maintained current IGAs, executed contracts
- Developed BMPO contract template
- Scheduled committee meetings including agenda packets and meeting minutes
- Financial tracking including invoices to ODOT and other funding organizations
- Annual audits and financial reports for FY22 and FY23, FY24 supplemental budget
- Maintained BMPO website (www.bendmpo.org) and social media accounts
- Monitored and engaged in rule-making efforts associated with the state and federal legislation
- Tribal consultation agreements; FLMA outreach
- Maintained email lists, organized files, and completed information requests

- Staff training and professional development
- Most of the administrative activities are ongoing and continue each year

Deliverables:

- Schedule committee meetings including agenda packets and meeting minutes
- Financial tracking including invoices to ODOT and other funding organizations
- Maintain IGAs and execute contracts
- Annual audit and financial report for FY24
- Maintain BMPO website (www.bendmpo.org) and social media accounts
- Ongoing development and maintenance of SharePoint site
- Monitor and engage in rule-making efforts associated with the state and federal legislation
- FLMA outreach
- Maintain email lists, organize files, and complete information requests
- Staff training and professional development

In-Kind Match Sources: City of Bend staff time for coordination of meeting services, professional development, ODOT facility and resources for meeting.

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Public Involvement

Lead Agency: BMPO

Other Agencies Involved: FHWA, FTA, ODOT, CET, City of Bend, 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 BMPO area. The UPWP is developed every 2 years and updated annually. The UPWP 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. The MPO UPWP Protocol process as developed by ODOT is attached in Appendix E. The protocol provides key dates and processes for development of the UPWP.

The BMPO develops an annual budget document that is submitted to the state of Oregon. The budget document is a condensed version of the annual UPWP. Initial and final in-kind match reporting is due to ODOT at development and close out of each year as part of the UPWP protocols listed in Appendix E.

Previous Work Completed:

- 2022-23 UPWP and Budget maintained and updated as necessary
- 2023-2025 UPWP adopted
- 2023-2024 Budget adopted, maintained and updated as necessary

Deliverables:

- Monthly invoice reports & bi-annual and annual reports
- In-Kind Match initial authorization and final supporting documentation
- Indirect rate authorization and supporting documentation
- 2023-2025 UPWP adopted, maintained and updated mid-cycle
- 2024 and-2025 Budget adopted and maintained

In-Kind Match Sources Include: Review by BMPO TAC

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Public Involvement

Lead Agency: BMPO

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

Tasks Year 1

FY24 Budget Maintained
FY23 Match Report Submitted

Tasks Year 2

Amend FY24-25 UPWP
Develop FY25 Budget

Products Year 1

FY 24-25 UPWP
FY24 Budget

Products Year 2

FY24-25 UPWP amendments
FY25 Budget

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 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 OMPOC coordination. Staff at the Lane Council of Governments (LCOG) serve that coordination role. The OMPOC Board adopted a work program for the



Figure 4: Oregon MPOs

coordination work. BMPO staff will be regularly engaged in the review of work completed through the work program and in updating the work program. 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
- Periodically hosting an OMPOC meeting (possibly in 2024)

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
- Periodically hosting an OMPOC meeting (minimal effort by Bend staff)

In-Kind Match Sources Include: Participation by BMPO board members and local and regional staff.

Timeframe: Quarterly (FY24 and FY25)

PEA Supported: Public Involvement

Lead Agencies: BMPO, ODOT and other Oregon MPOs

Other Agencies Involved: FHWA, transit districts

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 PPP includes public information, public involvement and public relations. BMPO completed a comprehensive update to the PPP in FY22.

Another component of the public participation process is the BMPO TAC. The BMPO TAC includes two community members representing areas outside the city limits and within the BMPO boundary. The BMPO TAC advises the BMPO 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:

- Development and adoption of an updated PPP
- Targeted engagement activities
- BMPO fact sheet (in English and Spanish)
- Sponsorship for Transportation Lecture event with partnership from Bend Chamber

and Building a Better Bend in November 2021⁴

Deliverables:

- Use the public outreach and engagement processes identified for BMPO tasks and projects as outlined in current PPP
- Website and social media maintenance
- Seek additional sponsorship opportunities for community engagement in transportation issues facing our community

In-Kind Match Sources Include: BMPO TAC outreach and review, Regional Agencies

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Public Involvement

Lead Agency: BMPO

Agencies Involved: ODOT, CET, City of Bend, Deschutes County

Subtask E. Title VI and Environmental Justice (EJ) Data Collection/Analysis

This task implements the current Title VI Plan (and PPP to maintain Title VI compliance). This task maintains the Title VI officer, required annual reporting, staff training/education, assessment of projects seeking BMPO funding, and outreach to protected populations and organizations that represent them. In FY22, staff completed a concerted effort connecting with and engaging several community organizations representing various underserved populations. This was done to inform the PPP update and work towards building community relationships. Staff also worked with City staff in establishing a Diversity, Equity, Inclusion, and Accessibility (DEIA) program during FY22. Staff developed and finalized an interactive BMPO Equity Mapping Tool in FY23 to be used to assist in planning and project funding decisions. In FY23, the tool was used to assist in funding decisions.

For FY's 2024 and 2025, staff will update existing demographic datasets and add new ones (such as STBG funded project locations) to the Equity Mapping Tool (see Figure 8). Staff will also continue work with the City's DEIA groups, most notably the new community relations manager who will be assisting staff in improving outreach to harder to reach populations. Staff may complete an assessment of transportation investments in partnership with the City of Bend. The intent of this task is to provide a better understanding of where and what types of investments have been made within the BMPO area over time and will be completed similarly to what other MPOs have done.

Previous Work Completed:

- Title VI Annual Report
- Updated demographic mapping

⁴ Link to recorded November 2021 MPO sponsored Transportation Planning Lecture: [Past Lectures \(buildingabetterbend.org\)](https://www.youtube.com/watch?v=VQ2dfqeSJKU) or <https://youtu.be/vQ2dfqeSJKU>

- Development of equity mapping tool

Deliverables:

- Continued development and updates to BMPO Equity Mapping Tool
- Assessment of transportation investments (partnership with City of Bend, TBD)
- Coordination with city staff to assist with outreach

In-Kind Match Sources Include: City of Bend Staff Services, BMPO TAC outreach and review, Regional Agencies

Timeframe: Title VI annual report: 3rd quarter each year
 Population mapping: 4th quarter each year
 Assessment of transportation investments: TBD
 Coordination with city staff: ongoing

PEA Supported: Equity, Public Involvement, Complete Streets

Lead Agency: BMPO

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

Subtask F. 2020 Census

After each Census, there are several potential issues that must be addressed by the BMPO. Those issues include boundary revisions, road classification changes, and funding modifications. Some work will be initiated in the current fiscal year and will extend into FY24-25.

Previous Work Completed:

- Initiated work in 4th Quarter 2022

Deliverables:

- MPO boundary adjustments
- Updates to federal road classifications
- PL and 5303 funding distribution updated formula

In-Kind Match Sources Include: BMPO TAC outreach and review, Regional Agencies

Timeframe: 4th quarter of FY24, 1st, 2nd, and 3rd quarters of FY25

PEA Supported: Data, Equity, Public Involvement

Lead Agency: BMPO

Other Agencies Involved: ODOT, City of Bend, Deschutes County

Table 5: Task 1 Estimated Timeline

Task 1	FY24				FY25			
Subtask Letter/Title	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
A. Administration								
B. UPWP & Budget								
C. Statewide MPO Committees								
D. Public Participation								
E. Title VI & EJ Analysis								
F. 2020 Census								

TASK 2: Short Range Planning

Table 6.1: FY24 Task 2 Funding Resources

FY24 Task 2	
FHWA PL Funding	\$ 24,400
State Match for FHWA PL	2,700
FTA 5303 Funding	26,200
STBG – UPWP	31,300
In-Kind Local Match – UPWP	6,600
Total Task 2	\$ 91,200
Percent of BMPO Program	9.7%

Table 6.2: FY25 Task 2 Funding Resources

FY25 Task 2	
FHWA PL Funding	\$ 24,500
State Match for FHWA PL	2,700
FTA 5303 Funding	26,100
In-Kind Local Match – UPWP	3,000
Total Task 2	\$ 56,300
Percent of BMPO Program	5.2%

Description: This task covers short term activities including PMs, SHF (formerly 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 2024-27 MTIP was adopted by the BMPO Policy Board in spring 2023 and will be maintained to include website development, plan updates and amendments posted as required. The 2024-27 MTIP was developed with local and state partners. Sponsoring agencies initiate the requested MTIP amendments, identified as either “administrative” or “full” as provided in the associated approval processes as shown in the ODOT-FTA-FHWA Amendment Matrix. MPO and ODOT Region 4 staff meet monthly to review project status to align the Statewide Transportation Improvement Program (STIP) and MTIP.

The Oregon Transportation Commission (OTC) adopted the 2024-27 STIP in July 2023 and USDOT approved the STIP and MTIPs for Oregon in September 2023. For the first quarter of FY24, the 21-24 and 24-27 MTIP documents will both be maintained.

ODOT holds quarterly meetings focused on development and maintenance of the STIP and MTIPs. 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.

Previous Work Completed:

- Development and adoption of the 2024-2027 MTIP
- Participated in monthly and quarterly STIP/MTIP meetings

Year One Deliverables:

- Maintenance and amendments to the 2021-24 and 2024-27 MTIP
- Participation in quarterly MTIP/STIP meetings

Year Two Deliverables

- Maintenance and amendments to the 2024-27 MTIP
- Participation in monthly and quarterly MTIP/STIP meetings

In-Kind Match Sources Include: BMPO TAC outreach and review, Regional Agencies

Timeframe: Maintenance of 2024-27 MTIP: ongoing
STIP/MTIP meetings: monthly and quarterly
MTIP management (Amendment public notices, amendment processing and tracking, webpage updates)

PEA Supported: Public Involvement, FLMA, Complete Streets

Lead Agency: BMPO

Other Agencies Involved: FHWA, FTA, ODOT, Oregon MPOs, CET, City of Bend, BPRD, Deschutes County

Subtask B. Performance Management Tracking & Reporting

The BMPO 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 PM targets for the BMPO and monitoring processes are coordinated with the ODOT Performance Management Program

Previous Work Completed:

- Adoption of performance targets
- Coordination with ODOT to review the proposed updated statewide targets

Deliverables:

- Ongoing coordination with ODOT as it reviews and updates its targets and develops and submits its reports. ODOT target dates were reported in October 2022 and the BMPO is to review measures with ODOT every year for safety and every two years for system performance.
- Set GHG emissions reduction target
- MTP PM updates as needed
- MTIP PM updates as needed.

In-Kind Match Sources Include: BMPO TAC outreach and review, Regional Agencies

Timeframe: Review and update existing MPO targets in 2nd – 3rd quarters of FY24; establish new GHG target in 3rd and 4th quarters of FY24 and 1st quarter of FY25.

PEA Supported: Data

Lead Agency: BMPO

Other Agencies Involved: FHWA, FTA, ODOT, CET

Figure 5: US20: 3rd Street to Powell Butte Highway Facility Plan. ODOT is preparing the U.S. 20 Bend Facility Plan to evaluate how the highway operates and what measures will be needed to keep it functioning in the future. Additional information about the Plan is provided at this site <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=00006>



Subtask C. Annual Obligation Report: Annual Listing of Transportation Projects with Obligated Federal Funding

On an annual basis, the State, public transportation operator(s), and the BMPO must develop an Annual Obligation Report, which is a listing of transportation 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 under the [MTIP and Annual Project Report](#) webpage.

Previous Work Completed:

- FY22 Annual Obligation Report
- FY23 Annual Obligation Report

Deliverables:

- FY24 Annual Obligation Report

In-Kind Match Sources Include: BMPO TAC review, partner agency reviews, and data development

Timeframe: Report developed and published in 2nd quarter of each fiscal year, due by December 31 of each calendar year.

PEA Supported: Public Involvement

Lead Agency: BMPO

Other Agencies Involved: FHWA, FTA, ODOT, CET

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

In FY22 and FY23 the MPO prepared for and conducted their second competitive STBG project application process using FY23 – 27 funding estimates. The next project solicitation is expected to be conducted in FY26 for FY28-30 funds. In 2023, ODOT announced changes to the source and amount of funding to small MPO's, with a substantial reduction in annual allocations. This requires reconciliation of STBG balances with ODOT, as well as additional work to determine how the MPO can meet previously approved awards of FY23-27 funds.

Previous Work Completed:

- Funding distributions for 2022-27
- Funding agreements with recipients
- Refinement and conducting STBG funding distribution and application process

Deliverables:

- Funding agreements, if necessary, for recipients
- Programmed projects
- Modifications to projects if necessary
- Use of any returned funds
- STBG reconciliation with ODOT
- Funding scenario development and approval for reduction in funds

In-Kind Match Sources Include: BMPO TAC, Regional Agencies

Timeframe: Funding agreement assistance in the 1st and 2nd quarters of FY24; reconciliation and scenario development/approval in 1st - 3rd quarters of FY25

PEA Supported: Complete Streets, Public Involvement, FLMA

Lead Agency: BMPO

Other Agencies Involved: ODOT, CET, City of Bend, BPRD, BLS, Deschutes County

Subtask E.1. Agency and Jurisdictional Coordination - Committees

Participate or track the work of appropriate committees, including (lead agency in parenthesis):

- City of Bend-ODOT monthly staff meetings (City of Bend & ODOT)

- Participating in meetings of the COACT (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.
 - This committee also serves as the regional transportation safety committee for Safety Implementation work under Task 3, Subtask D.
- Participating in meetings of the Deschutes County BPAC (Deschutes County)
- City of Bend DEIA Task Force (City of Bend)
- Participate in meetings related to implementation of CET Transit Master Plan (CET)
- Participate in meetings of the Oregon American Planning Association (OAPA) Legislative Policy Advisory Committee (OAPA)
- Participating in meetings of the Regional Public Transportation Advisory Committee (RPTAC) (CET)
- Deschutes County Transportation System Plan (TSP) update TAC (Deschutes County)
- ODOT Region 4 Data workgroup (ODOT)
- Oregon Modeling Statewide Collaborative (OMSC) (Executive Committee, Policy Committee, Modeling Program Coordination Committee, Emerging Technologies Subcommittee, Activity Based Model (ABM) workgroup)

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 BMPO TAC and BMPO Policy Board on issues that may impact BMPO plans or policies.

In-Kind Match Sources Include: BMPO TAC outreach and review of various committee actions, Regional Agencies work on MPO focused projects

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Climate, Public Involvement, Complete Streets, PEL

Lead Agency: Various

Other Agencies Involved: ODOT, Central Oregon Intergovernmental Council (COIC), CET, City of Bend, Commute Options, Deschutes County, OAPA

Subtask E.2. Agency and Jurisdictional Coordination - Projects

Participate in appropriate projects, including (lead agency in parenthesis):

- City of Bend Federal Certification Process (City of Bend)
- City of Bend Transportation Funding [transportation system development charge update and other funding discussions] (City of Bend)

- City of Bend and ODOT Region 4 IIJA grant applications (City of Bend and ODOT Region 4)
- US97/Baker Road IAMP (ODOT) – see Figure 3 project map
- US20 Refinement Plan (ODOT)
- US97/Reed Market Rd Plan (ODOT)
- City of Bend Capital Improvement Program (CIP) projects (City of Bend)
- State of Oregon climate change planning and [CFEC](#) initiative (City of Bend, ODOT and DLCD)

As has occurred in prior years, it is anticipated that additional projects will arise in the FY24 and FY25 fiscal years that will require BMPO participation.

Previous Work Completed:

- Active engagement in various project processes

Deliverables:

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

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC for outreach and review, Regional Agencies coordination on these projects

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Climate, Public Involvement, Complete Streets, PEL

Lead Agency: Various

Other Agencies Involved: ODOT, CET, City of Bend, DLCD, Deschutes County

Subtask F. Transit Coordination

This subtask involves continued coordination with CET to provide transit planning assistance when needed. This includes initiation and completion of such tasks using FTA 5303 funds.

Deliverables: To be determined

In-Kind Match Sources Include: CET staff time in these coordinated efforts.

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Equity, Climate, Public Involvement

Lead Agency: BMPO, CET

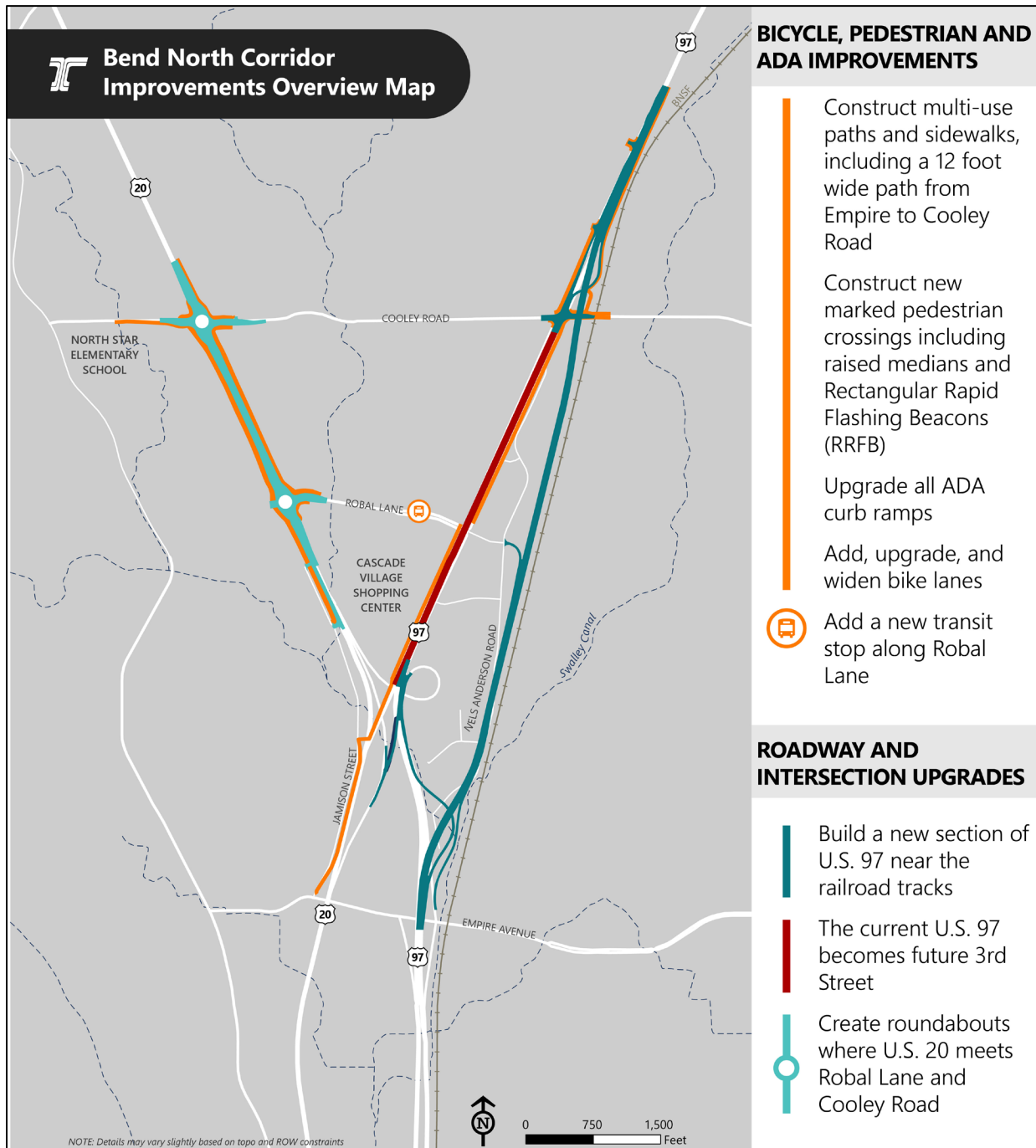
Other Agencies Involved: Deschutes County, ODOT

Table 7: Task 2 Estimated Timeline

Task 2 Subtask Letter/Title	FY24				FY25			
	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
A. MTIP								
B. Performance Management								
C. Obligated Projects Report								
D. STBG funding								
E.1. Agency Committees								
E.2. Agency Projects								
F. Transit Coordination								

Figure 6: US97 North Corridor Project - The US97 North Corridor project is the largest project undertaken in the BMPO in the past 20 years.

<https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=21229>



TASK 3: Long Range Planning

Table 8.1: FY24 Task 3 Funding Resources

FY24 Task 3	
FHWA PL Funding	\$ 24,400
State Match for FHWA PL	2,700
FTA 5303 Funding	16,400
STBG - UPWP	52,100
STBG - Fund Exchange	120,000
ODOT Safety Funds	95,000
In-Kind Local Match - UPWP	7,800
ODOT Safety Local Match	19,000
Total Task 3	\$ 337,400
Percent of MPO Program	36.1%

Table 8.2: FY25 Task 3 Funding Resources

FY25 Task 3	
FHWA PL Funding	\$ 24,500
State Match for FHWA PL	2,700
FTA 5303 Funding	16,300
SHF – BMPO	140,000
ODOT Safety Funds	95,000
Safe Streets	200,000
In-Kind Local Match – Safe Streets	40,000
In-Kind Local Match - UPWP	1,900
ODOT Safety Local Match	19,000
Total Task 3	\$ 539,400
Percent of MPO Program	50.2%

Description: Task 3 includes work to update the MTP, develop a schedule to implement actions and additional planning work identified in the MTP (e.g. corridor or area studies), development of the US20 Refinement Plan, development of the US97/Reed Market Road Interchange Area Plan, develop a schedule to implement actions and additional planning work identified in the Deschutes County ITS Plan, implementing some of the non-engineering components of the Bend Area TSAP, completing the US97/Baker Road IAMP, and assisting the City of Bend as it addresses Oregon’s climate change planning and rulemaking.

Subtask A. Metropolitan Transportation Plan (MTP) Update

The BMPO is on a 5-year MTP update cycle, with the next update to be adopted by September 2024 (FFY25). Initial work on the plan update began in early 2023. The MPO will use consulting

services to help with the plan update.

Previous Work Completed:

- Scope of work and schedule for MTP update tasks

Deliverables:

- Updated MTP chapters
- Adopted MTP
- Travel demand model update (more detail under Task 4)

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC for outreach and review, Regional Agencies

Timeframe: Update will encompass the end of FY24 and the first half of FY25

PEA Supported: Complete Streets, Equity, Climate, Public Involvement, PEL, FLMA

Lead Agency: BMPO with consultant assistance

Other Agencies Involved: FHWA, FTA, ODOT, City of Bend, DLCD, CET, BLS, COCC, OSU Cascades, BPRD, 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 City of Bend transportation bond measure and the ODOT STIP include funding to implement some of the projects in the ITS Plan. In FY24, components of the ITS Plan will be updated. This work will be included as a stand-alone work task in the MTP update schedule. There may be a combination of MPO and ODOT funding to update the ITS Plan. 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
- ITS projects implemented by City of Bend, ODOT Region 4 and CET

Deliverables:

- Updated components of the Deschutes County ITS Plan Schedule to implement ITS Plan actions
- Action plan to begin implementing the Smart Cities strategy

In-Kind Match Sources Include: BMPO TAC, Regional Agencies for updates to plan and implementation of strategies.

Timeframe: Schedule and action plan: 3rd and 4th quarters FY25
Updated sections of Deschutes County ITS Plan: 3rd and 4th quarters FY25

PEA Supported: Data, Climate

Lead Agencies: ODOT Region 4, City of Bend. The BMPO will provide significant support.

Other Agencies Involved: ODOT ITS Unit, CET, Deschutes County, City of Redmond, emergency services providers

Subtask C. US97/Baker Road IAMP

ODOT initiated development of an IAMP for the US97/Baker Road interchange in December 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 and substantial growth is expected in the future when the SE Urban Growth Boundary (UGB) expansion area is annexed. As these lands develop, demand at this interchange will increase. MPO staff are serving on the Project Advisory Committee, and the BMPO Policy Board is serving as the Steering Committee. Project completion was expected by the end of the 2022 calendar year. However, this project has been placed on-hold due to an access point reconfiguration. The IAMP is scheduled for completion in spring 2024. The identified improvements in the IAMP will be incorporated into the MTP update.

Previous Work Completed:

- US97 Parkway Facility Plan

Deliverables:

- US97/Baker Rd IAMP

Timeframe: IAMP complete: 3rd quarter FY25

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies participation

PEA Supported: Public Involvement, Complete Streets

Lead Agency: ODOT Region 4

Other Agencies Involved: BMPO, City of Bend, Deschutes County

Subtask D. Bend Area Transportation Safety Action Plan (TSAP)

The Bend Area TSAP was completed in 2019. This work task includes two components, an update to the TSAP and safety outreach and education. Both components are discussed below.

TSAP update

In FY24, BMPO applied for and was awarded federal SS4A funding to update the Bend TSAP. Development of the federal grant agreement will occur in the 3rd and 4th quarters of FY24. The plan update process will be initiated in early FY25 and may continue into FY26. The update will include an assessment of current crash data, an assessment of risk factors, consider how to implement new technologies (e.g., video analytics) in future safety planning, the safe use of

personal mobility/ micro-mobility devices; and assessing safety issues in underserved areas of the City.

SS4A grants were also awarded to Deschutes County (update TSAP), Crook County, Jefferson County and the Confederated Tribes of Warm Springs to develop TSAPs. BMPO staff will track those planning efforts and look for opportunities for coordination.

TSAP Safety Outreach and Education

BMPO received a grant from the ODOT Safety Division grant for implementation of non-project action items (e.g., education, outreach) identified in the 2019 TSAP. The grant funds will be used to develop a regional transportation safety committee, identify priority outreach focus areas (e.g., intoxicated driving, distracted driving), identify outreach methods (e.g., TV ads, social media outreach) and implement outreach. In FY22, MPO staff implemented a regional safety committee with the COACT. COACT is a three-county regional transportation committee to include Deschutes, Jefferson, and Crook counties. The regional committee consists of elected officials for cities and counties in the region.

The work plan is to create a forum for discussion of safety issues on a regional level, create safety messages for the three-county media area, and develop a schedule for the region to enhance the safety action plans. The benefit of creating a regional media campaign is two-fold: the region has the same media coverage and many of the crash issues are similar across the region. MPO staff will not be performing crash analysis of areas outside of the MPO, however the sharing of the ODOT crash analysis tools such as [Oregon Transportation Safety Data Explorer](#) will occur. The regional committee will continue to develop objectives to eliminate fatal and serious crashes in FY24 and FY25. The ODOT Safety Division grant will fund the regional committee development and transportation safety media campaign.

With the development of the tools and action items, the major goals of this project are to provide safety messaging and develop a transportation safety committee in our region tasked with prevention and reduction of fatal and serious injury crashes.

In the 3rd and 4th quarters of FY24, staff will engage the safety committee and regional partners in a discussion about the possibility of creating a regional safety coordinator position (could be full-time or part-time). If the committee supports creation of this position, BMPO staff will collaborate with regional partners and ODOT to determine the specific details of the position (e.g., physical location, funding options).

Previous Work Completed:

- Creation of a regional transportation safety committee 2022

Deliverables:

- FY24
 - Update crash data analysis in BMPO region
 - Limited messaging in 2023
 - Identification of focus area (intoxicated driving) for 2024 campaign
- FY24 and FY25

- Work with partner agencies to create and implement an IGA with dedicated funding to continue safety committees and communications plans
- Initiate update to TSAP with new crash data analysis and updated action items
- Continue to develop the regional Transportation Safety Committee
- Update and implement safety communications plan and calendar
- Work with safety committee and regional partners on possible creation of regional safety coordinator position.

In-Kind Match Sources Include: COACT time serving on the regional Transportation Safety Committee, BMPO Policy Board and BMPO TAC for additional outreach and review, regional agencies for communication efforts to include public information officers and enforcement officers within regional emergency service sectors. A separate match report is generated for the ODOT safety grant and will not be credited toward in-kind match reported in the ODOT/MPO UPWP funding agreement. UPWP funding agreement in-kind match will include analysis and GIS support from City of Bend.

Timeframe: Throughout FY24 and FY25

PEA Supported: Complete Streets, Public Involvement

Lead Agency: BMPO, ODOT Safety Division, ODOT Region 4, City of Bend, Deschutes County

Other Agencies Involved: FHWA and various emergency services providers, CLEAR Alliance, Commute Options

Subtask E. US20 Facility Plan

In late fall 2022, ODOT Region 4 initiated development of a facility plan for the segment of US20 that extends from 3rd Street (Bend) to Powell Butte Highway (Deschutes County). ODOT is utilizing the BMPO Policy Board as an advisory committee throughout the course of the project. It is expected that the BMPO Policy Board will meet at twice in FY24. Additionally, MPO staff serve on the Project Management Team (PMT). MPO staff will assist ODOT and the consultant team to schedule meetings of the BMPO Policy Board.

Previous Work Completed:

- No significant work in recent years

Deliverables:

- Scheduled BMPO Policy Board meetings including agenda packets and meeting minutes
- PMT meetings
- US20 Facility Plan

In-Kind Match Sources Include: BMPO Policy Board outreach and review, Regional Agencies

Timeframe: 1st – 4th quarters of FY24

PEA Supported: Complete Streets, Public Involvement, Equity

Lead Agencies: ODOT

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

Subtask F. US97/Reed Market Road/3rd Street Operations Plan

ODOT Region 4 and the City of Bend completed development of an operations plan for the US97/Reed Market Road/3rd Street area. In addition to the interchange, the plan evaluated segments of Reed Market Road, 3rd Street, Division Street and the US97/Reed Market Road interchange. ODOT utilized the BMPO Policy Board as an advisory committee throughout the course of the project. Additionally, MPO staff served on the PMT. MPO staff assisted ODOT and the consultant team to schedule meetings of the BMPO Policy Board.

Previous Work Completed:

- Bend Parkway Facility Plan

Deliverables:

- Scheduled BMPO Policy Board meetings including agenda packets and meeting minutes
- PMT meetings
- US97/Reed Market Road Interchange Area Plan

In-Kind Match Sources Include: BMPO Policy Board outreach and review, Regional Agencies

Timeframe: 1st - 3rd quarters of FY24

PEA Supported: Complete Streets, Public Involvement, Equity

Lead Agencies: ODOT

Other Agencies Involved: City of Bend, BMPO, CET

Subtask G. State of Oregon Climate Change Planning and Programs

The State of Oregon, through several agencies, is advancing the strategies identified in the [Statewide Transportation Strategy and to implement the Governor's Executive Order on Climate Change](#). In summer 2022, the Land Conservation and Development Commission approved new administrative rules (Climate Friendly and Equitable Communities [CFEC] rules) that will require additional land use and transportation planning and analysis by jurisdictions within the MPO. City of Bend staff are developing a work program to address the new rules. MPO staff will assist the City as requested to help meet the new requirements. Additionally, the DEQ initiated a rule-making process to expand the Employee Commute Option (ECO) program to all the state's

MPO areas (it is currently only required in the Portland metro area). That effort was halted, but the CFEC rules require the City of Bend to have expanded travel options and demand management programs. MPO staff will work with the City and other partners to help implement the new requirements.

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:

- Assistance to City of Bend to implement the new climate rules for land use and transportation planning
- Assistance to City of Bend and other partners to help impacted businesses address the new travel options and demand management requirements

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies

Timeframe: Ongoing (BMPO will work with its members to develop specific work schedules)

PEA Supported: Climate, Data, Public Involvement

Lead Agencies: ODOT, DLCD

Other Agencies Involved: BMPO, City of Bend, Commute Options, CET, Deschutes County

Subtask H. Federal Carbon Reduction Program (CRP)

The federal IIJA created a new Carbon Reduction funding program. The BMPO area will be eligible for about \$1.2 million through this program. The initial application process was completed in FY24. Additional project selection and process will occur in FY25 as the program progresses.

Previous Work Completed:

- Member of ODOT workgroup developing program and application materials
- Committee review and application coordination

Deliverables

- Convene work group to identify possible project and program priorities for the MPO area
- Assist applicants

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies

Timeframe: 1st and 2nd quarters of FY24
 Additional work timeline to be determined

PEA Supported: Climate, Data, Public Involvement

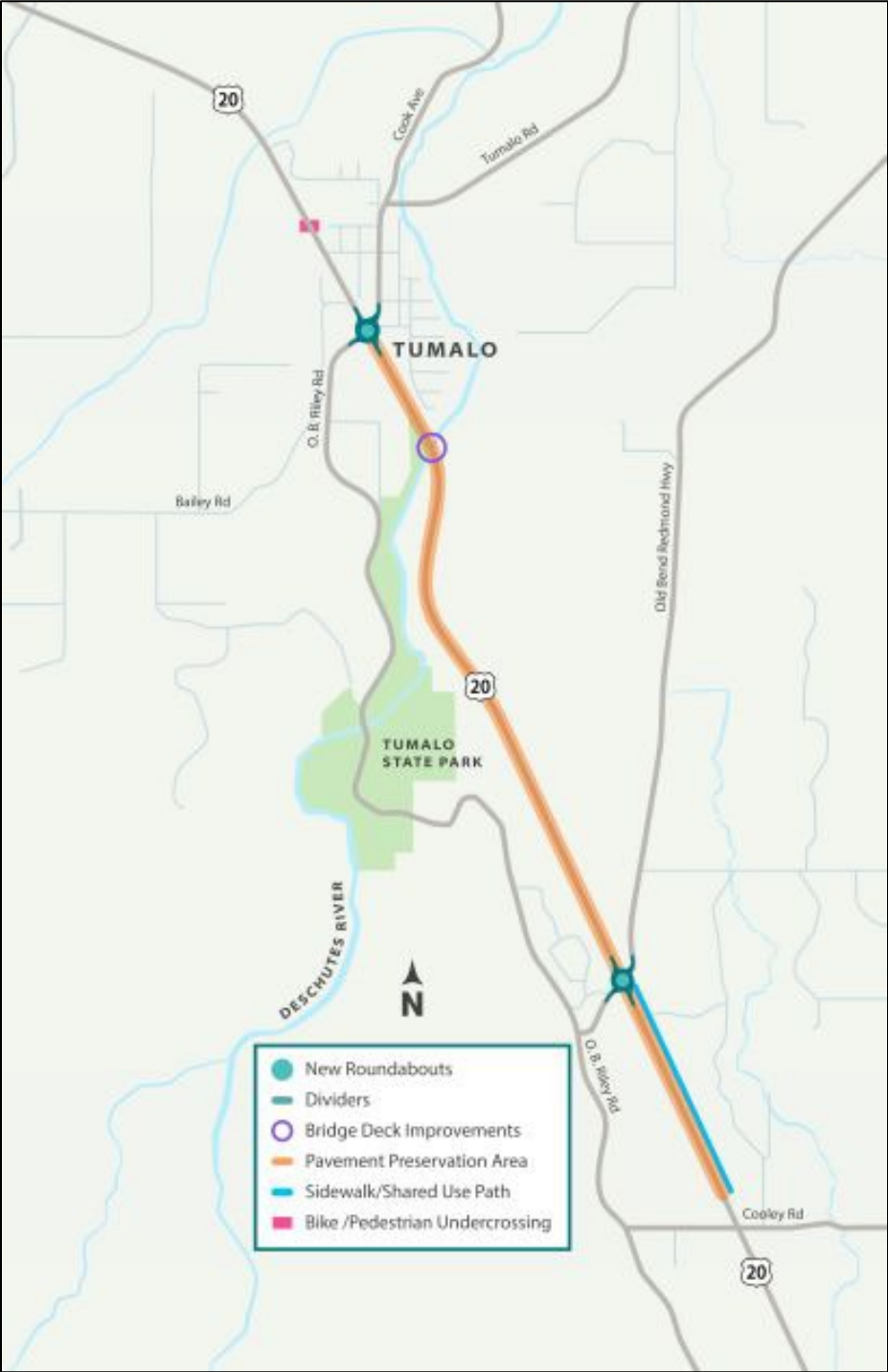
Lead Agencies: ODOT

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

Table 9: Task 3 Estimated Timeline

Task 3 Subtask Letter/Title	FY24				FY25			
	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
A. MTP Update								
B. ITS Plan Implementation								
C. US97/Baker Rd IAMP								
D. Safety Action Plan								
E. US20 Facility Plan								
F. US97/Reed Market Study								
G. Climate Change								
H. CRP								

Figure 7: US20 Tumalo-Cooley Road (Bend). In 2023, ODOT improved US20 from Bend to Tumalo. The project included roundabouts at two high-crash rural intersections.



TASK 4: Travel Demand Modeling and Data Collection and Analysis

Table 10.1: FY24 Task 4 Funding Resources

FY24 Task 4	
FHWA PL Funding	\$ 29,200
State Match for FHWA PL	1,100
STBG – Fund Exchange	180,000
STBG – UPWP	10,400
FTA 5303 Funding	6,400
In-Kind Local Match - UPWP	1,900
Total Task 4	\$ 229,000
Percent of MPO Program	24.5%

Table 10.2: FY25 Task 4 Funding Resources

FY25 Task 4	
FHWA PL Funding	\$ 29,400
State Match for FHWA PL	1,100
SHF – BMPO	210,000
FTA 5303 Funding	6,600
In-Kind Local Match – UPWP	800
Total Task 4	\$ 247,900
Percent of MPO Program	23.1%

Description: This task is focused on the regional travel demand model 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. The model geography extends to and includes the City of Redmond and some outlying areas. The model is also heavily used for projects in that area.

There is more \$450 million of transportation projects programmed in the MPO area in the 2022-2027 period. The City of Bend also has significant water and sewer system projects programmed during those years. These projects will cause significant construction impacts throughout the MPO for multiple years. Initial discussions started in 2021 about coordinating roadway closures and detours with ODOT, the City of Bend and Deschutes County. One outcome of this coordination was development of a new travel model scenario. Additionally, the Regional Integrated Transportation Information System (RITIS) transportation data information system may be used to assess and modify detour coordination and routing. As these

discussions progress, there will clarity about roles and responsibilities.

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 FY18. 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, transportation plans and studies, and capital project development. Work on several major planning projects has concluded in recent years. The outcomes of those plans will need to be incorporated into the 2040 model scenario. In FY23, the MPO initiated an update to the model to reflect the necessary changes.

2040 Model Scenario Update & Future Updates

The transportation system and land uses are changing regularly within the model area. In FY23, ODOT and MPO staff initiated an update to 2040 model scenario to reflect land use changes associated with several land use master plans and area plans. Completion of the update concluded in the 1st quarter of FY24. Given the rapid growth of the Bend and Redmond areas, a process is needed to regularly update the travel model. It is expected that these updates will occur annually. A detailed plan and process will be developed in FY25. While developing the 2045 scenario, additional changes to some model inputs were identified. In the 4th quarter of FY24 and the 1st quarter of FY25, MPO staff will work with TPAU staff to incorporate those changes in the 2040 scenario. The 2040 scenario will continue to be used for some land use and transportation analyses in Bend and Redmond.

2045 Model Scenario

A new future year scenario will be required for the MTP update (Task 3, Subtask A). MPO, ODOT, local agency staff and consultant staff developed no-build and full build 2045 scenarios in the first two quarters of FY24. Additional scenarios will be developed in the 3rd and 4th quarters of FY24.

Climate Rules Modeling

The travel model will be one of the tools the City of Bend will use to assess how well its plans meet the state's new land use and transportation climate rules. In FY23, the City hired a consultant to help develop and test land use scenarios. That work may continue into FY24 and FY25. MPO staff will assist with oversight of this work.

Future Model Plan

Staff from Oregon's MPOs and ODOT TPAU have developed a plan to transition the state's travel models, including the Bend Redmond model, to an activity-based model platform. Planning for this transition started in FY22. In FY23, ODOT and staff from the state's MPOs

developed a detailed plan with information about the process, including needed data, resources, and timelines. Two consultant teams were hired in FY23 to help with this project. Resource (funding and staffing) commitments will be determined as the project progresses.

Previous Work Completed:

- Development of 2019 model scenario
- Development of 2019 peak season model scenario
- Initiated updates to 2040 model scenario in FY23

Deliverables:

- Work program, schedule and updates the 2040 model scenario to reflect outcomes of various planning efforts
- Work program, schedule and development of 2045 model scenario for use in MTP update
- Develop process to annually update the travel model to reflect significant land use and transportation system updates
- Participation in the statewide effort to transition the 4-step models to an activity-based platform

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies. Development of the 2045 model scenario will be funded by the STBG Fund Exchange and will not require an in-kind match for the consultant service expenses.

Timeframe: 2040 model scenario update: 1st quarter FY24 and 4th quarter FY24 and 1st quarter FY25
2045 model scenario: FY24
Process to annually update travel model: 2nd quarter FY25
Future model plan and development: ongoing (multi-year effort)

PEA Supported: Data, Climate, Public Involvement

Lead Agencies: BMPO, ODOT TPAU

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

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 continues to be one the most heavily used in the state. Significant modeling demand and support is expected to continue in FY24 and FY25. The City of Bend, Deschutes

County and ODOT have over \$450 million of transportation improvements programmed in the MPO. Additionally, there is significant land use and transportation project work in the Redmond area which is in the model geography. Most work will require ODOT TPAU support. ODOT Region 4 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

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC, Regional Agencies

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Data, Climate, Public Involvement

Lead Agency: BMPO, ODOT TPAU

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

Subtask C. Oregon Modeling Statewide Collaborative (OMSC)

The 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 BMPO 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, TPR/CFEC modeling guidelines workgroup, Technical Tools Subcommittee, Travel Survey Subcommittee, and Emerging Technologies workgroup. In FY22, the Travel Survey Subcommittee developed a coordinated plan for conducting new household travel surveys in 2023-2024. The group is working with a contractor to develop and deploy the survey in FY24.

Previous Work Completed:

- Active engagement on OMSC Executive Committee and subcommittees

Deliverables:

- Participation in the bi-annual meetings of Oregon Model Statewide Collaborative

Policy Committee

- Participation in meetings of the Executive Committee (about 4 meetings per year)
- Participation in subcommittee meetings (Modeling Program Coordination [MPC], Technical Tools and Travel Survey)

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC, Regional Agencies

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Data, Climate

Lead Agency: ODOT

Other Agencies Involved: 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 recently completed, the OMSC has initiated work on the next household travel survey. The OMSC hired a consultant team for the survey. MPO staff are actively engaged in the planning process. Pilot testing of the survey occurred in spring 2023. Full implementation of the survey will occur in fall 2023 and spring 2024. Survey data processing will occur in summer and fall 2024.

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 public outreach

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies

Timeframe: Ongoing (July 2023 – spring 2025)

PEA Supported: Data, Equity, Public Involvement

Lead Agency: OMSC, LCOG and Metro (Portland)

Other Agencies Involved: ODOT Region 4, ODOT TPAU, Oregon MPOs and BMPO. 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.

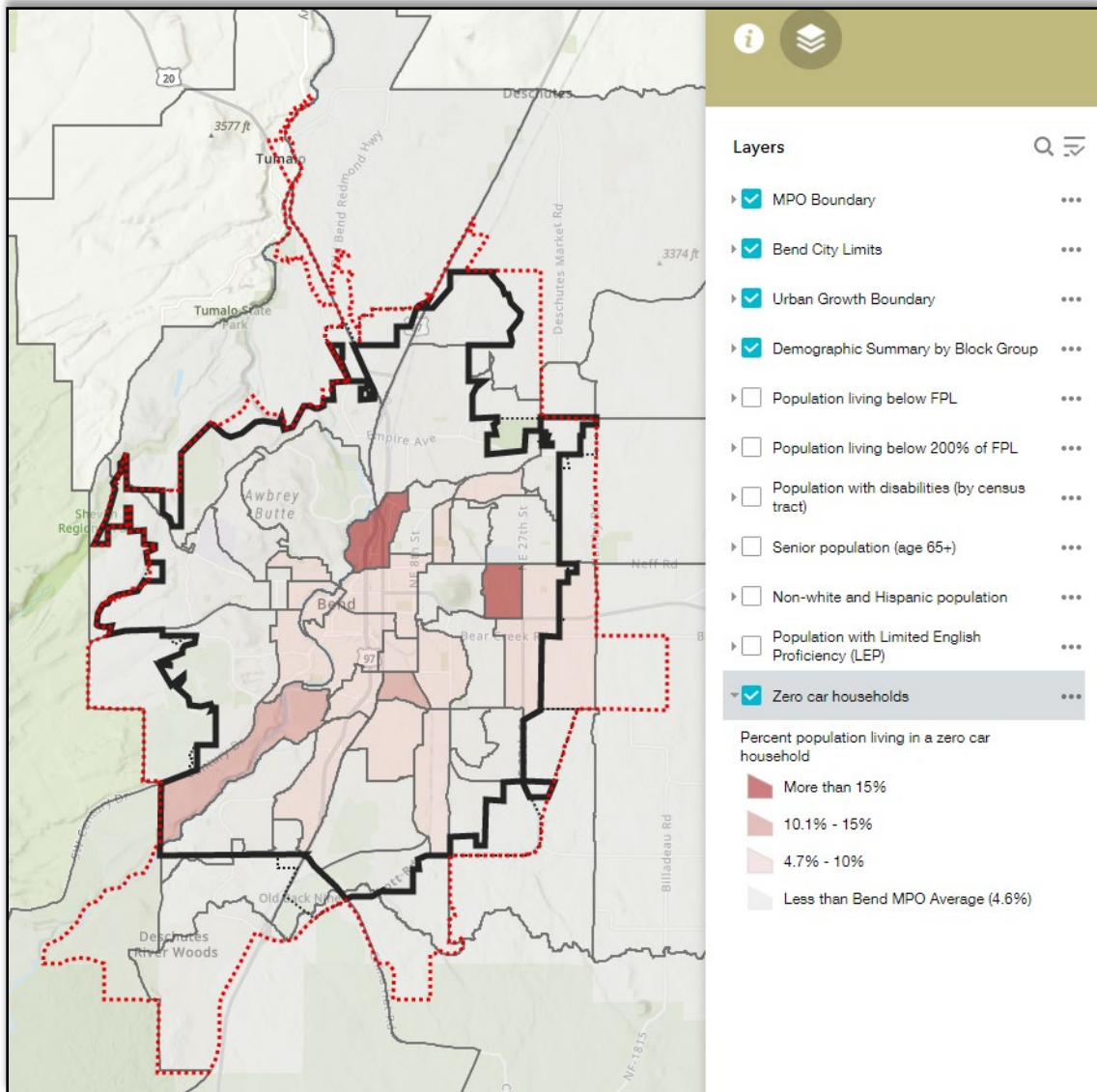
The MPO and City of Bend have partnered to create an on-going collection, management and analysis of vehicle and multi-modal volumes and crash data. The MPO purchased the Tableau software program several years ago and populates the software with crash and volume data. MPO staff will continue populating 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 addition to many mobile counting units. In FY23-24, the City will continue to maintain the countering equipment and the MPO will regularly download the data for quality assurance and quality control (QA/QC) using the R software process developed with ODOT Research and City of Bend staff. In FY25, BMPO and City of Bend staff will discuss and develop a work plan for future data collection and management.

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 update to the TSAP data will occur in FY25.

The BMPO is a partner in the Region 4 Data Consortium to implement the ODOT Region 4 Data Warehouse Action Plan developed in FY20. The Data Warehouse project is being managed by ODOT Region 4 working together with key regional partner agencies including the City of Bend, BMPO, 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 perform work tasks more efficiently, and ultimately to improve plans, policies, and decisions. The types of transportation data included in the project are performance, inventory, and maintenance records. These meetings have developed data improvements and sharing methodologies for the regional.

Figure 8: Equity Demographic Viewer

The Equity Demographic Viewer application was developed by the BMPO to display key equity demographic datasets sourced from ACS 5-year estimate data and includes ODOT's Transportation Disadvantaged Population Index. Use this link to access the BMPO demographic viewer:



<https://bendoregon.maps.arcgis.com/apps/webappviewer/index.html?id=d896e2e8b88743c29155c5ba60262a77>

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:

- PM data tracked

- Update to ODOT safety data in TSAP for BMPO area
- Continue multimodal data collection program with City of Bend staff and develop long-term collection and management plan
- Use the data to inform performance-based planning objectives
- Include Equity data in programming and publicly accessible tools

In-Kind Match Sources Include: BMPO Policy Board and BMPO TAC outreach and review, Regional Agencies, City of Bend Transportation and Mobility Division for data development, equipment deployment, and program maintenance.

Timeframe: Ongoing (July 2023 – June 2025)

PEA Supported: Equity, Data, Public Involvement

Lead Agency: BMPO

Other Agencies Involved: ODOT, City of Bend

Table 11: Task 4 Estimated Timeline

Task 4	FY24				FY25			
Subtask Letter/Title	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
A. Travel Model								
B. Model Local Projects								
C. OMSC								
D. Household Travel Survey								
E. Data Collection & Analysis								

COVID Relief Program

TASK 1: COVID Relief Program

Table 12.1: FY24 Task 1 COVID Relief Program

FY24 COVID Task 1	
COVID Relief Funding	\$ 1,180,900

Table 12.2: FY24 Task 1 COVID Relief Program – revised (as of November 17, 2023)

FY24 COVID Task 1	
COVID Relief Funding	\$ 1,500,900

Table 12.3: FY25 Task 1 COVID Relief Program

FY25 COVID Task 1	
COVID Relief Funding	\$ 591,500

Description: This program is for the COVID relief funding. The BMPO received \$1,500,900 from the Highway Infrastructure Programs Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (HIP-CRRSAA) funds. These funds were included as the beginning working capital for FY24. The remaining COVID relief funds will be included as part of the beginning working capital for FY25. ODOT received the federal funds and transferred the funds to counties, cities and small MPOs. Distribution of the funds was based on the established allocation agreement between ODOT, the League of Oregon Cities, and the Association of Oregon Counties.

The purpose of the HIP-CRRSAA, or COVID relief funding, is to provide funding to address coronavirus disease 2019 (COVID-19) impacts related to Highway Infrastructure Programs. More information about COVID relief funding is available online at https://www.oregon.gov/odot/STIP/Pages/COVID_Relief_Funding.aspx.

Most of these funds were awarded to local jurisdictions through a public process with BMPO Policy Board deliberations and decisions made in public meetings with opportunity for public comment. The BMPO Policy Board programmed most of the funds in FY24 and the remainder will be programmed in late FY24 and early FY25. The BMPO must program the funds by September 2024, and the projects must be complete by 2029.

COVID relief funding allocations to small MPOs from ODOT are listed in Table 13.

Table 13: Covid Relief Funding Oregon Small MPO Allocations

MPO Region	COVID Relief Funding Allocated
Albany	\$ 959,841
Bend	\$ 1,500,857
Corvallis	\$ 1,025,840
Grants Pass	\$ 810,819

Medford	\$	2,515,367
Milton-Freewater	\$	107,173
Rainier	\$	29,099
Total for Small MPOs	\$	6,948,997

Previous Work Completed:

- Reviewed funding source and timelines with BMPO TAC and BMPO Policy Board
- Coordinated discussions with the BMPO Policy Board about possible uses of the funds
- Coordinated discussions with BMPO partners for priority projects

Deliverables:

- Programmed project(s)
- Funding agreements for sub recipients

In-Kind Match Sources Include: BMPO TAC outreach and review of potential funding options, Regional Agencies. COVID Relief Funds do not require a match. This match detail is to assist BMPO in determining appropriate projects.

Timeframe: Programed projects: FY24
Funding agreements and transfers: FY24

PEA Supported: Complete Streets, Public Involvement, Climate

Lead Agency: BMPO

Other Agencies Involved: ODOT, City of Bend, Deschutes County, CET, BPRD

Table 14.1: COVID Relief Program Estimated Timeline

Task 1	FY24				FY25			
	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
COVID Relief Program								

Table 14.2: COVID Relief Program Task 1 – Local Awards

Local Agency	COVID Relief Funding Awarded
City of Bend	320,000
CET	300,000
Kor/Housing Works	589,370
Total Awarded	\$ 1,209,370

SHF Program

TASK 1: SHF Program

Table 15.1: FY24 Task 1 SHF Program (as adopted April 19, 2024)

FY24 SHF Task 1	
SHF Funding	\$ 1,160,600

Table 15.2: FY25 Task 1 SHF Program

FY25 SHF Task 1	
SHF Funding	\$ 1,050,600

Description: This program is for the SHF dollars received by the BMPO. The BMPO annually receives approximately \$1,379,000 - \$1,400,000 of SHF revenue. These funds are included as the beginning working capital for FY25. The majority of funds are distributed to the City of Bend for street preservation and maintenance, with approximately one-third for projects and programs within the BMPO through a competitive process overseen by the BMPO Policy Board. The funds will be directed to local recipients through an interagency transfer process. The BMPO retains approximately 25% of the funds to fund annual operations, including consultant support.

Previous Work Completed:

- Funding awarded to projects and programs through competitive process for FY24-FY27
- Funds transferred to recipients

Deliverables:

- Funds transferred to recipients and programs and programs delivered

Timeframe: Funding agreements and transfers: FY25

PEA Supported: Complete Streets, Public Involvement, Climate

Lead Agency: BMPO

Other Agencies Involved: City of Bend

Table 16: SHF Program Estimated Timeline

Task 1	FY24				FY25			
	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
SHF Program								

Shown in the following tables and graphs are the budget summaries for FY24 and FY25, including the approved supplemental budget for FY24.

Table 17.1: BMPO FY24 Budget Summary

FY24 Budget Summary			
Resources		Requirements	
Beg. Working Capital/COVID Relief Funding	1,280,900	By Budget Category (Rounded):	
FHWA PL		MPO Program	\$ 935,400
Federal Share	195,000	Loan Repayment	100,000
FTA Section 5303	65,400	Contingency	100,000
STBG – UPWP	208,400	COVID Relief Program	1,180,900
STBG – Fund Exchange	300,000		
ODOT Safety Funds	95,000		
		Total Budgeted Appropriations	\$ 2,316,300
Total Grant Funding	\$ 2,144,700		
		By Task:	
FHWA PL		MPO Program	
State Match	21,300	Task 1: Dev. & Program Management	\$ 477,800
FTA Local Match	7,400	Task 2: Short Range Planning	91,200
STBG Local Match – UPWP	23,900	Task 3: Long Range Planning	337,400
ODOT Safety Local Match	19,000	Task 4: Modeling and Data Collection	229,000
Total Match Funding	\$ 71,600	COVID Relief Program	
		Task 1: COVID Relief Funding	1,180,900
City of Bend Loan	100,000	Total Program	\$ 2,316,300
Total Budgeted Resources	\$ 2,316,300	Total Budgeted Requirements	\$ 2,316,300

Table 17.2: BMPO FY24 Supplemental Budget Summary (as adopted November 17, 2023)

FY24 Supplemental Budget Summary			
Resources		Requirements	
Beg. Working Capital/COVID Relief Funding	1,600,900	By Budget Category (Rounded):	
FHWA PL		MPO Program	\$ 935,400
Federal Share	195,000	Loan Repayment	100,000
FTA Section 5303	65,400	Contingency	100,000
STBG – UPWP	208,400	COVID Relief Program	1,500,900
STBG – Fund Exchange	300,000		
ODOT Safety Funds	95,000		
		Total Budgeted Appropriations	\$ 2,636,300
Total Grant Funding	\$ 2,464,700		
		By Task:	
FHWA PL		MPO Program	
State Match	21,300	Task 1: Dev. & Program Management	\$ 477,800
FTA Local Match	7,400	Task 2: Short Range Planning	91,200
STBG Local Match – UPWP	23,900	Task 3: Long Range Planning	337,400
ODOT Safety Local Match	19,000	Task 4: Modeling and Data Collection	229,000
Total Match Funding	\$ 71,600	COVID Relief Program	
		Task 1: COVID Relief Funding	1,500,900
City of Bend Loan	100,000	Total Program	\$ 2,636,300
Total Budgeted Resources	\$ 2,636,300	Total Budgeted Requirements	\$ 2,636,300

Table 17.3: BMPO FY24 Supplemental Budget Summary (as adopted April 19, 2024)

FY24 Supplemental Budget Summary			
Resources		Requirements	
Beg. Working Capital/COVID Relief Funding	1,600,900		
		By Budget Category (Rounded):	
FHWA PL		MPO Program	\$ 935,400
Federal Share	195,000	Loan Repayment	100,000
FTA Section 5303	65,400	Contingency	100,000
STBG – UPWP	208,400	COVID Relief Program	1,500,900
SHF – BMPO	300,000	SHF Program	1,160,600
ODOT Safety Funds	95,000		
SHF – Awards	1,160,600		
Total Grant Funding	\$ 3,625,300	Total Budgeted Appropriations	\$ 3,796,900
		By Task:	
		MPO Program	
FHWA PL		Task 1: Dev. & Program Management	\$ 477,800
State Match	21,300	Task 2: Short Range Planning	91,200
FTA Local Match	7,400	Task 3: Long Range Planning	337,400
STBG Local Match – UPWP	23,900	Task 4: Modeling and Data Collection	229,000
ODOT Safety Local Match	19,000		
Total Match Funding	\$ 71,600	COVID Relief Program	
		Task 1: COVID Relief Funding	1,500,900
		SHF Program	
		Task 1: State Highway Funding	1,160,600
City of Bend Loan	100,000	Total Program	\$ 3,796,900
Total Budgeted Resources	\$ 3,796,900	Total Budgeted Requirements	\$ 3,796,900

Table 17.4: BMPO FY25 Budget Summary

FY25 Budget Summary			
Resources		Requirements	
Beg. Working Capital/COVID Relief Funding/State Highway Funding	793,100		
		By Budget Category (Rounded):	
FHWA PL		MPO Program	\$ 1,074,900
Federal Share	196,200	Loan Repayment	100,000
FTA Section 5303	65,300	Contingency	100,000
ODOT Safety Funds	95,000	COVID Relief Program	591,500
Safe Streets	200,000	SHF Program	1,050,600
SHF – BMPO	350,000		
SHF – Awards	1,029,000		
Total Grant Funding	\$ 2,728,600	Total Budgeted Appropriations	\$ 2,917,000
		By Task	
		MPO Program	
FHWA PL		Task 1: Dev. & Program Management	\$ 431,300
State Match	21,800	Task 2: Short Range Planning	56,300
FTA Local Match	7,600	Task 3: Long Range Planning	539,400
ODOT Safety Local Match	19,000	Task 4: Modeling and Data Collection	247,900
Safe Streets Local Match	40,000		
Total Match Funding	\$ 88,400	COVID Relief Program	
		Task 1: COVID Relief Funding	591,500
		SHF Program	
		Task 1: State Highway Funding	1,050,600
City of Bend Loan	100,000	Total Program	\$ 2,917,000
Total Budgeted Resources	\$ 2,917,000	Total Budgeted Requirements	\$ 2,917,000

Table 18.1: BMPO FY23 Expenditures by Agreement with Match Rate for FY24

Table 18 shows the UPWP ODOT/MPO IGA (consistent with 23 CFR 420.111) with funding breakouts by source and match requirement. FY25 budget will provide a new table with an amendment.

MPO Program Tasks	Federal Funds, PL	Federal Funds, STBG	Federal Funds, 5303	State and Local Match Rate	State Match	Local In-Kind Match 10.27%, 5303	Local In-Kind Match 10.27%, STBG	Subtotal
1. Program Management	\$ 117,000	\$ 114,620	\$ 16,350	10.27%	\$ 14,910	\$ 1,871	\$ 13,119	\$ 277,870
2. Short Range Planning	\$ 24,375	\$ 31,260	\$ 26,160	10.27%	\$ 2,663	\$ 2,994	\$ 3,578	\$ 91,030
3. Long Range Planning	\$ 24,375	\$ 52,100	\$ 16,350	10.27%	\$ 2,663	\$ 1,871	\$ 5,963	\$ 103,322
4. Data & Analysis	\$ 29,250	\$ 10,420	\$ 6,540	10.27%	\$ 1,065	\$ 749	\$ 1,193	\$ 49,216
Total	\$ 195,000	\$ 208,400	\$ 65,400		\$ 21,300	\$ 7,485	\$ 23,853	\$ 521,438

Table 18.2: BMPO FY24 Expenditures by Agreement with Match Rate for FY25

MPO Program Tasks	Federal Funds, PL	Federal Funds, 5303	State and Local Match Rate	State Match	Local In-Kind Match 10.27%, 5303	Subtotal
1. Program Management	\$ 117,800	\$ 16,300	10.27%	\$ 15,300	\$ 1,900	\$ 151,300
2. Short Range Planning	\$ 24,500	\$ 26,100	10.27%	\$ 2,700	\$ 3,000	\$ 56,300
3. Long Range Planning	\$ 24,500	\$ 16,300	10.27%	\$ 2,700	\$ 1,900	\$ 45,400
4. Data & Analysis	\$ 29,400	\$ 6,600	10.27%	\$ 1,100	\$ 800	\$ 37,900
Total	\$ 196,200	\$ 65,300		\$ 21,800	\$ 7,600	\$ 290,900

Table 19.1: BMPO FY23 Expenditures by Agreement and Source FY24

Table 19.1 shows the BMPO UPWP ODOT/MPO IGAs for all funding sources including Table 18 totals, STBG Fund Exchange Agreement, ODOT Safety Grant and InterAgency Transfer (consistent with 23 CFR 420.111). The FY25 budget information is shown in Table 19.2.

Task	UPWP ODOT MPO IGA	ODOT/MPO STBG Fund Exchange Agreement #34746			ODOT Safety Grant #SA-22-25-03 DESCHUTES SAFE COMMUNITY		Beginning Working Capital	City of Bend Loan	Covid Relief Funding	Total (Rounded)
	Subtotal FY24 ODOT Agreement	Federal STBG, before Exchange	State Funds, after STBG 90% Exchange	State STBG Exchange Rate, no Match	State Funds, Safety Division Grant	Safety Division Grant In-Kind Match 20%				
MPO Program										
1. Program Management	\$277,870	\$ -	\$ -		\$ -	\$ -	\$100,000	\$100,000	\$ -	\$ 477,900
2. Short Range Planning	\$91,030	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$91,000
3. Long Range Planning	\$103,322	\$133,333	\$120,000	90%	\$95,000	\$19,000	\$ -	\$ -	\$ -	\$337,300
4. Data & Analysis	\$49,216	\$200,000	\$180,000	90%	\$ -	\$ -	\$ -	\$ -	\$ -	\$229,200
COVID Relief Program										
1. COVID Relief Program	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$1,180,900	\$1,180,900
Total	\$521,438	\$333,333	\$300,000		\$95,000	\$19,000	\$100,000	\$100,000	\$1,180,900	\$2,316,300

Table 19.2: BMPO FY23 Expenditures by Agreement and Source FY24 (as of April 19, 2024)

Task	UPWP ODOT MPO IGA	State Highway Funds	ODOT Safety Grant #SA-22-25-03 DESCHUTES SAFE COMMUNITY		Beginning Working Capital	City of Bend Loan	Covid Relief Funding	Total (Rounded)
	Subtotal FY24 ODOT Agreement	State Highway Funds	State Funds, Safety Division Grant	Safety Division Grant In-Kind Match 20%				
MPO Program								
1. Program Management	\$277,870	\$ -	\$ -	\$ -	\$100,000	\$100,000	\$ -	\$477,900
2. Short Range Planning	\$91,030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$91,000
3. Long Range Planning	\$103,322	\$120,000	\$95,000	\$19,000	\$ -	\$ -	\$ -	\$337,300
4. Data & Analysis	\$49,216	\$180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$229,200
SHF Program								
1. State Highway Funding	\$ -	\$1,160,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,160,600
COVID Relief Program								
1. COVID Relief Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,500.900	\$1,500,900
Total	\$521,438	\$1,460,600	\$95,000	\$19,000	\$100,000	\$100,000	\$1,500,900	\$3,796,900

Table 19.3: BMPO FY24 Expenditures by Agreement and Source FY25

Task	UPWP ODOT MPO IGA	State Highway Funds	ODOT Safety Grant #SA-22-25-03 DESCHUTES SAFE COMMUNITY		Federal Safe Streets Funds		Beginning Working Capital	City of Bend Loan	BMPO Reserves	Covid Relief Funding	TOTAL
	Subtotal FY24 ODOT Agreement	State Highway Funds	State Funds, Safety Division Grant	Safety Division Grant In- Kind Match 20%	Safe Streets Grant	Safe Streets Grant In- Kind Match 20%					
MPO Program											
1. Program Management	\$151,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$100,000	\$100,000	\$80,000	\$ -	\$431,300
2. Short Range Planning	\$56,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$56,300
3. Long Range Planning	\$45,400	\$140,000	\$95,000	\$19,000	\$200,000	\$40,000	\$ -	\$ -	\$ -	\$ -	\$539,400
4. Data & Analysis	\$37,900	\$210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$247,900
COVID Relief Program											
1. COVID Relief Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$591,500	\$591,500
SHF Program											
1. State Highway Funding	\$ -	\$1,050,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,050,600
Total	\$290,900	\$1,400,600	\$95,000	\$19,000	\$200,000	\$40,000	\$100,000	\$100,000	\$80,000	\$591,500	\$2,917,000

Figure 9.1: BMPO FY24 Expenditures by Task

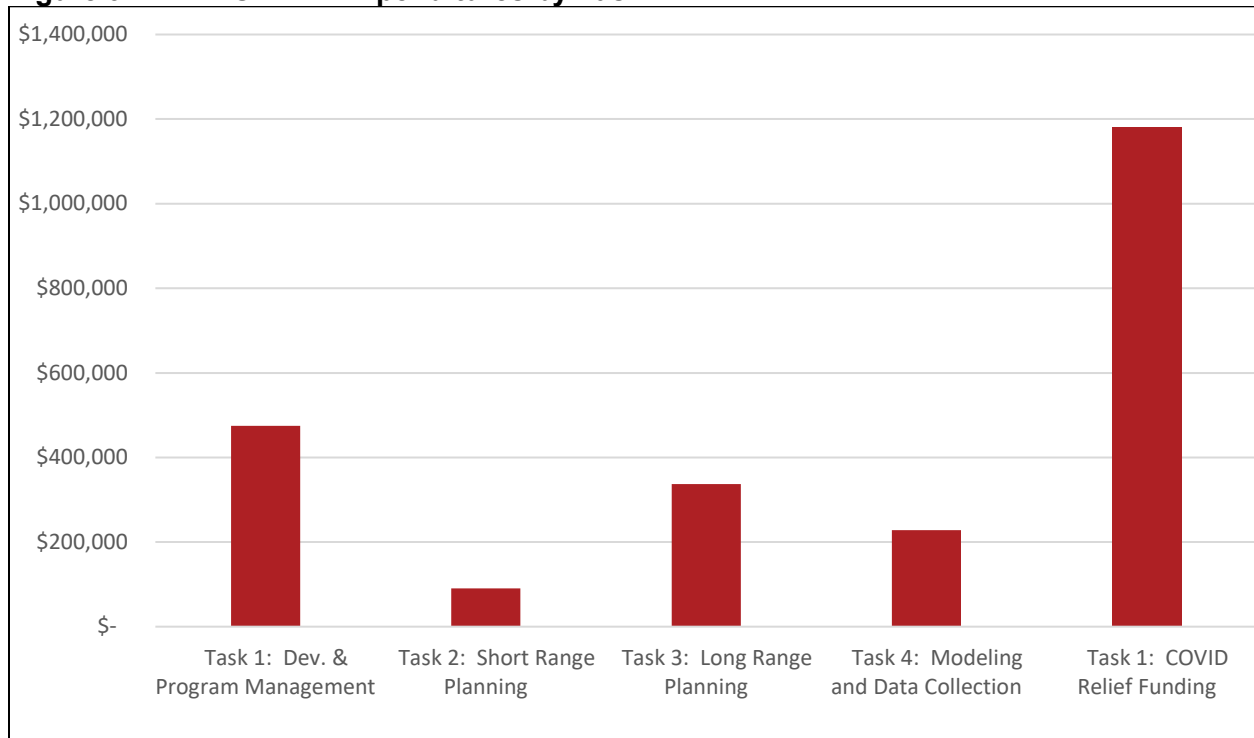


Figure 9.2: BMPO FY24 Expenditures by Task – revised (as of April 19, 2024)

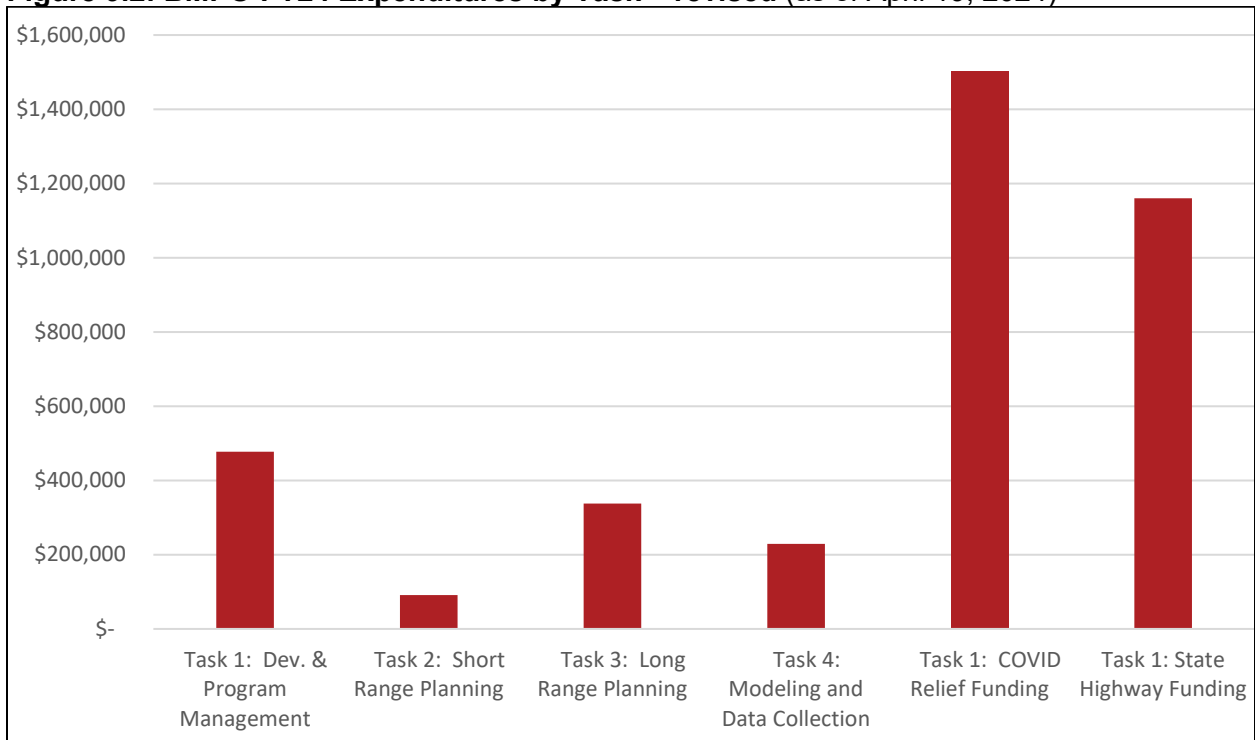


Figure 9.3: BMPO FY25 Expenditures by Task

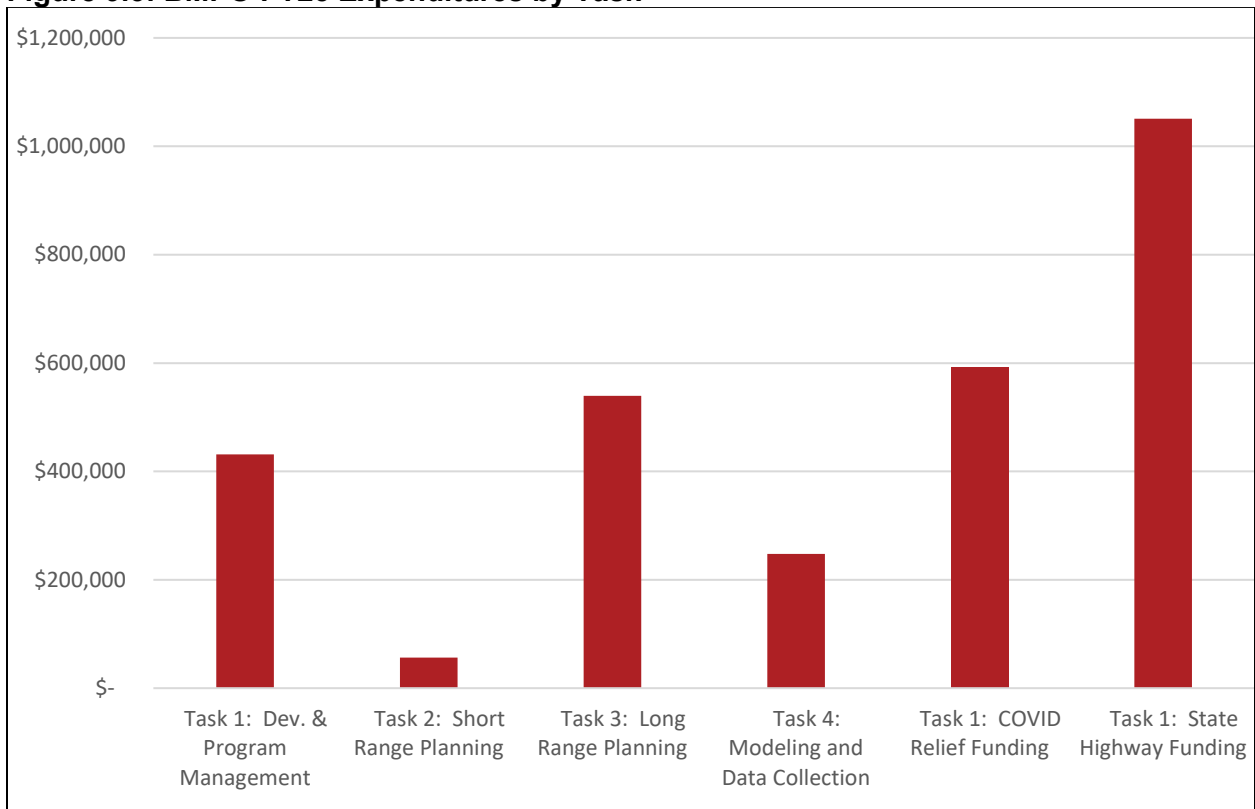


Figure 10.1: BMPO FY24 Funding Resources Chart

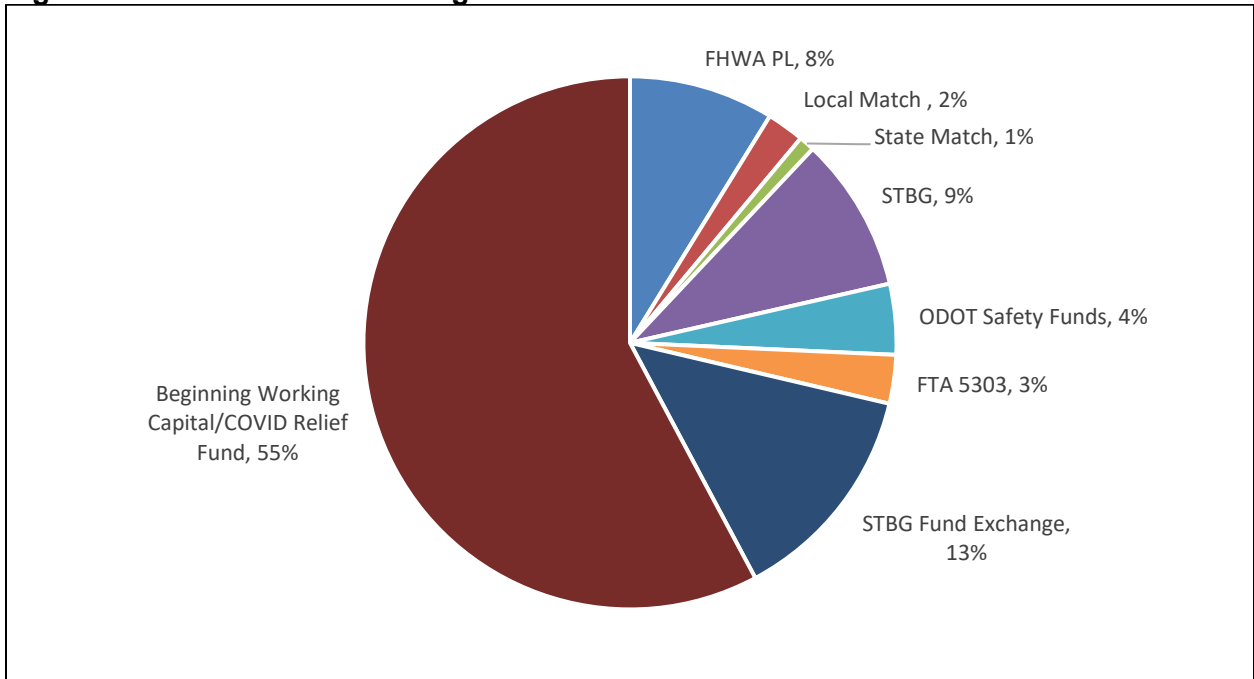


Figure 10.2: BMPO FY24 Funding Resources Chart – revised (as of April 19, 2024)

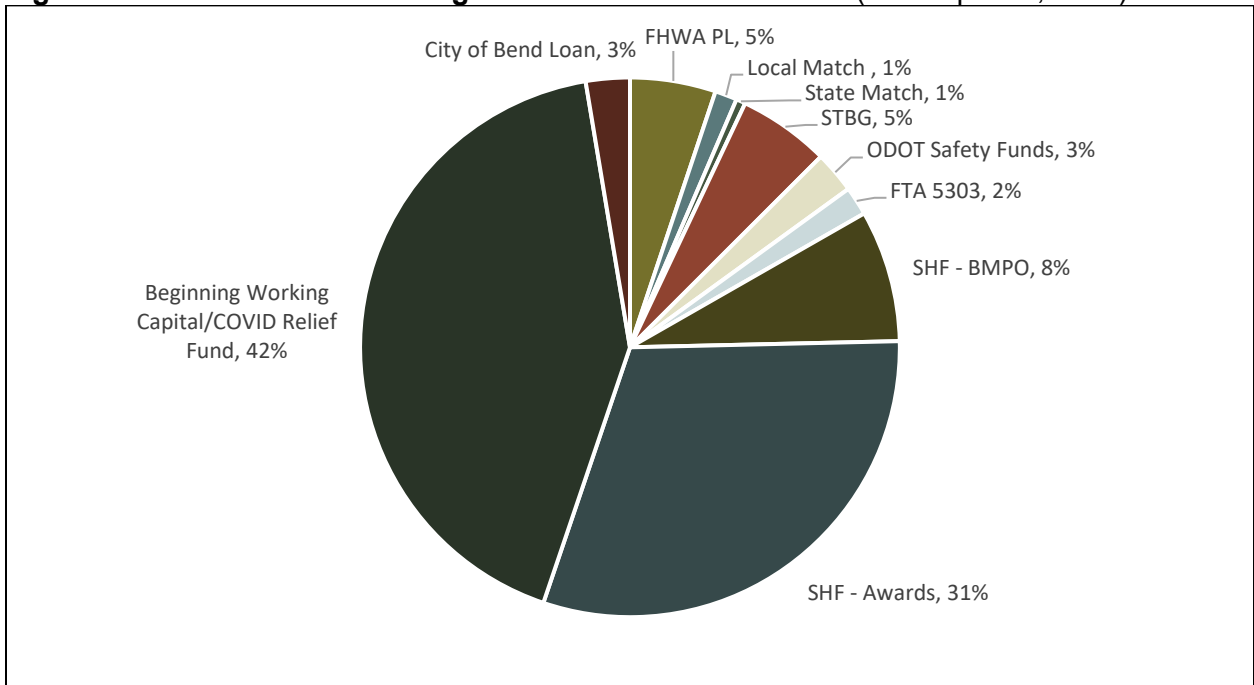
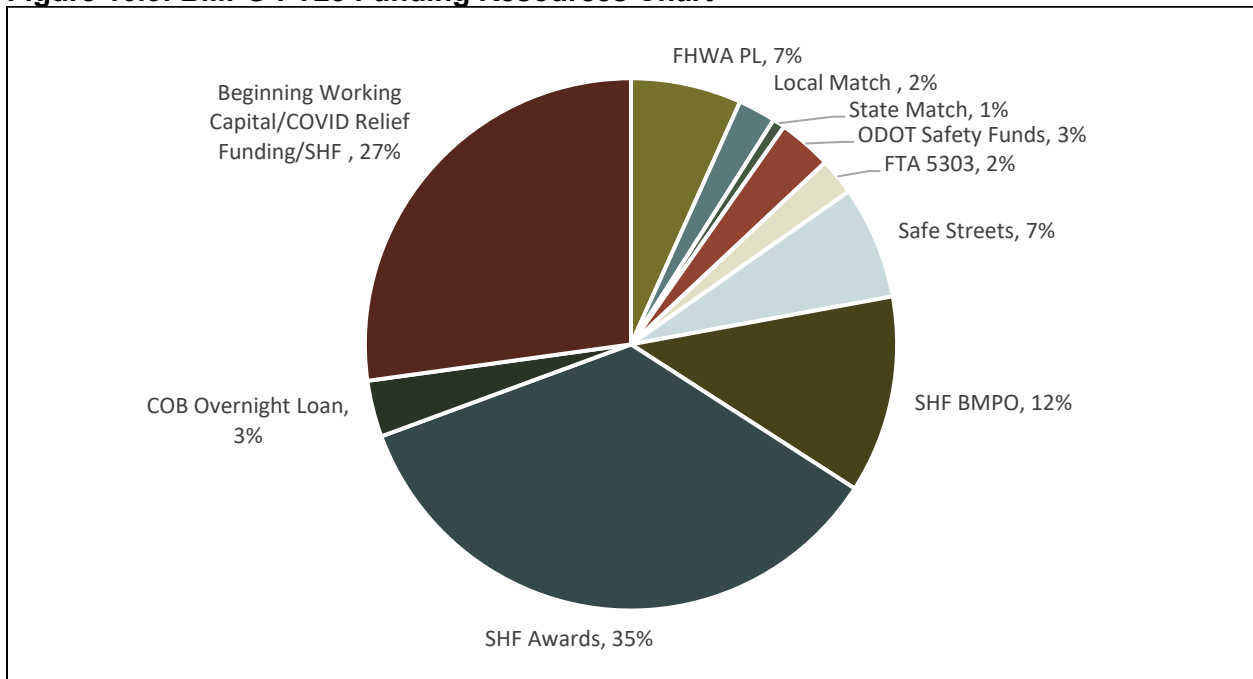


Figure 10.3: BMPO FY25 Funding Resources Chart



Financial Policies

The BMPO 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. Detailed in 23 CFR Section 420.117 is the requirement to show approved budgeted 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.

Significant Budget Lines, Resources, and Changes

Descriptions for significant budget lines, resources, and changes from the previous fiscal year are provided below. The line-item budget for FY25 is shown in Table 20.3.

Beginning Working Capital (Table 20.3, line 1)

The beginning working capital on July 1, 2024, is available due to receipt of COVID Relief Program funds, SHF Program funds, and a year-end loan from the City of Bend.

City of Bend Support, Interagency (Table 20.3, line 40)

The FY25 budget includes charges for administrative support from several City of Bend departments. These charges are revised every two years as the City of Bend budget is updated. Descriptions of services provided are included below.

Information Technology: Provides general information technology support required by BMPO.

Facilities Management: Provides support for ongoing facility maintenance in BMPO 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.

COVID Relief Program (Table 20.3, line 56)

This funding is a one-time allocation based on the HIP-CRRSAA, 2021. The BMPO Policy Board discussed, deliberated, and allocated most of these funds to other agencies in FY24, as determined to meet the needs of the community within the intent of the funds. The remaining funds will be allocated in FY25. There are no match requirements for these funds. This program is set up as the COVID Relief Program in a separate task.

Federal Pass-through Grant - ODOT (Table 20.3, Line 2)

The Federal Pass-through Grant – ODOT line-item includes the funding sources referenced in the budget summary as FHWA PL, FTA Section 5303, SHF – UPWP, and ODOT Safety Funds – MPO planning. This includes ODOT Safety Division funding to implement non-infrastructure action items addressed in the TSAPs for Bend and Deschutes County. The first TSAP grant was awarded in federal fiscal year 2021-22 (FFY22), and the grant funding continued through FFY23. In FFY23, some of those funds were awarded to local agencies for safety campaigns. The BMPO was awarded a new TSAP grant in FFY24. Details about this project are available online at www.bendoregon.gov/transportationsafety. In FY24, the BMPO also applied for and was awarded federal SS4A funding to update the Bend TSAP. Development of the federal grant agreement will occur in second half of FY24. The plan update process will be initiated in early FY25 and may continue into FY26.

FHWA PL Funding

FHWA PL funds are awarded at 89.73% with a requirement for a 10.27% local match. ODOT provides this match requirement with State funds under the ODOT-MPO annual funding agreement. The IIJA/BIL § 11206 (Increasing Safe and Accessible Transportation Options), requires States and MPOs to expend not less than 2.5% of PL funds on Complete Streets planning activities (see BIL § 11206(b)). The PL funding work satisfies this requirement – see Task 3, Subtasks A and D for more information. BMPO staff time for these tasks is provided by PL funding. For FY25, 2.5% of the PL funding is about \$5,000.

FTA Local Match (Table 17.3, Resources)

This is the local match for the FTA, ODOT Safety Division. It can be provided as hard match or through in-kind services. It is anticipated that the local match requirement will be met through in-kind services from local agency staff and project collaboration.

In-Kind Local Match – UPWP

This refers to the in-kind match required for FTA 5303 funding included in the UPWP ODOT/MPO IGA. In-kind match sources are listed in each subtask in this document.

Loan from General Fund (Table 20.3, line 5)

This represents the loan amount expected and/or received on June 30 of the fiscal year. Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred. The loan is to cover reimbursements not received by the end of the fiscal year. For FY25, a year-end loan from the City of Bend is anticipated on June 30, 2024, to cover charges in advance of grant reimbursement.

ODOT Safety Funds and ODOT Safety Local Match (Table 17.3, Resources)

ODOT safety grant funds are awarded for safety work as identified in Task 3, Subtask D. ODOT safety grant funds require a 20% in-kind match.

Personnel Services (Table 20.3, line 32)

Personnel services include the salaries and other associated costs for the dedicated BMPO staff members. The FY25 budget assumes 2.8 full-time equivalents (FTEs): 1.0 for the BMPO Manager, 1.0 for the BMPO Program Coordinator, and 0.8 for the BMPO Senior Planner. Current monthly salary ranges for these positions are listed below (the salaries listed below reflect those for full-time employees in FY24).

BMPO Manager: \$8,215 to \$10,670

BMPO Program Coordinator: \$5,691 to \$7,263

BMPO Senior Planner: \$7,145 to \$9,278

Reserves (Table 20.3, line 54)

Reserves are a new line-item in the FY25 budget. The BMPO Policy Board decided to allocate State Highway Funding to contribute to the reserve balance.

SHF Program (Table 20.3, line 57)

The SHF Program represents discretionary funding provided as state dollars that were previously issued to the BMPO as federal STBG funds. It is a flexible funding option allowing for local procurement processes without being constrained by federal requirements of a certified fiscal agency. There are no match requirements for these funds. This program is set up as the SHF Program in a separate task.

Table 20.1: BMPO FY24 Line-Item Budget

Line No.	Account Description	FY22-23 Revised Budget	FY22-23 Actuals as of 4/19/23	FY22-23 Supp Budg May 23	FY22-23 Year End Projection	FY23-24 Proposed Budget	FY23-24 Approved Budget	FY23-24 Adopted Budget
1	Beginning Working Capital	\$1,554,900	\$ 1,564,540	\$ -	\$ 1,564,500	\$ 1,280,900	\$ 1,280,900	\$ 1,280,900
2	Federal Pass-through Grant - ODOT	947,600	264,332	19,200	966,800	863,800	863,800	863,800
3	State Match	21,100	21,119	-	21,100	21,300	21,300	21,300
4	Bend/Deschutes County In-Kind Match	66,800	-	11,900	78,700	50,300	50,300	50,300
5	Loan from City of Bend General Fund	100,000	-	-	100,000	100,000	100,000	100,000
6	Miscellaneous Revenue	-	20,171	-	26,500	-	-	-
7	Total Resources	\$ 2,690,400	\$ 1,870,162	\$ 31,100	\$ 2,757,600	\$ 2,316,300	\$ 2,316,300	\$ 2,316,300
8	Requirements:							
9	Regular Salaries	\$ 269,800	\$ 207,151	\$ -	\$ 256,500	\$ 289,000	\$ 289,000	\$ 289,000
10	Other Payouts	5,000	15,324	-	17,600	6,900	6,900	6,900
11	Overtime	1,500	1,164	-	1,500	1,500	1,500	1,500
12	Social Security Tax	17,200	13,575	-	16,800	18,300	18,300	18,300
13	Medicare Tax	4,000	3,175	-	3,800	4,300	4,300	4,300
14	Unemployment	300	223	-	300	300	300	300
15	Workers Compensation	100	78	-	100	100	100	100
16	OR Paid Leave	-	327	-	600	1,200	1,200	1,200
17	PERS IAP	16,600	12,623	-	16,300	17,800	17,800	17,800
18	PERS OPSRP	37,500	28,589	-	37,200	43,400	43,400	43,400
19	PERS Debt Service	5,500	6,311	-	7,500	5,200	5,200	5,200
20	Workers Compensation Insurance	1,800	952	-	1,200	1,400	1,400	1,400
21	Disability Insurance	700	558	-	800	800	800	800
22	Life Insurance	300	259	-	300	300	300	300
23	High Deductible - Premium	41,800	25,062	-	36,700	44,100	44,100	44,100
24	High Deductible - Deductible	10,000	6,134	-	9,000	10,000	10,000	10,000
25	High Deductible - Coinsurance	1,000	2,035	-	2,400	1,500	1,500	1,500
26	Dental Insurance - Premium	2,900	1,960	-	2,900	3,400	3,400	3,400
27	Telemed Service	100	75	-	100	100	100	100
28	OPEB Funding	4,000	2,915	-	4,000	5,200	5,200	5,200
29	Deferred Compensation	-	849	-	1,500	3,100	3,100	3,100
30	Employee Parking	1,100	534	-	700	1,100	1,100	1,100
31	Section 125 Benefits	400	153	-	300	400	400	400
32	Total Personnel Services	\$ 421,600	\$ 330,026	\$ -	\$ 418,100	\$ 459,400	\$ 459,400	\$ 459,400

Line No.	Account Description	FY22-23 Revised Budget	FY22-23 Actuals as of 4/19/23	FY22-23 Supp Budg May 23	FY22-23 Year End Projection	FY23-24 Proposed Budget	FY23-24 Approved Budget	FY23-24 Adopted Budget
33	Professional Services - Legal	5,000	2,397	-	5,000	10,000	10,000	10,000
34	Professional Services - Consulting	467,300	20,470	19,200	526,400	339,300	339,300	339,300
35	Professional Services - Financial Audit	5,200	5,400	-	5,600	5,800	5,800	5,800
36	Software Maintenance	2,500	802	-	1,500	1,700	1,700	1,700
37	Postage	100	13	-	100	100	100	100
38	Advertising	700	-	-	700	700	700	700
39	City of Bend Support, Interagency	53,600	40,199	-	53,600	57,800	57,800	57,800
40	Technology Equipment	3,500	-	-	3,500	-	-	-
41	Mobile Device Services	500	403	-	500	500	500	500
42	Office Supplies	200	169	-	200	200	200	200
43	Employee Costs	900	86	-	900	900	900	900
44	Employee Costs - Training	1,500	494	-	1,500	1,500	1,500	1,500
45	Employee Costs - Licenses & Dues	2,500	1,614	-	2,500	2,500	2,500	2,500
46	Community Education & Outreach	1,200	363	-	1,200	2,000	2,000	2,000
47	Insurance Premium	2,400	2,648	-	2,700	2,700	2,700	2,700
48	In-Kind Match	66,800	-	11,900	78,700	50,300	50,300	50,300
49	Total Materials and Services	\$ 613,900	\$ 75,058	\$ 31,100	\$ 684,600	\$ 476,000	\$ 476,000	\$ 476,000
50	Loan Repayment	54,000	54,000	-	54,000	100,000	100,000	100,000
51	COVID Relief Interagency Transfer	1,500,900	-	-	320,000	1,180,900	1,180,900	1,180,900
52	Contingency	100,000	-	-	-	100,000	100,000	100,000
53	Total MPO Program	\$ 1,189,500	\$ 459,084	\$ 31,100	\$ 1,476,700	\$ 2,316,300	\$ 2,316,300	\$ 2,316,300
54	Total COVID Relief Program	\$ 1,500,900	\$ -	\$ -	\$ 320,000	\$ 1,180,900	\$ 1,180,900	\$ 1,180,900
55	Ending Working Capital	\$ -	\$ 1,411,078	\$ -	\$ 1,280,900	\$ -	\$ -	\$ -

Table 20.2: BMPO FY24 Revised Line-Item Budget (as of November 17, 2023)

Line No.	Account Description	FY23-24 Original Budget	FY23-24 Revised Budget	FY23-24 Revised Changes
1	Beginning Working Capital	\$ 1,280,900	\$ 1,600,900	\$ 320,000
2	Federal Pass-through Grant - ODOT	863,800	863,800	-
3	State Match	21,300	21,300	-
4	Bend/Deschutes County In-Kind Match	50,300	50,300	-
5	Loan from City of Bend General Fund	100,000	100,000	-
6	Miscellaneous Revenue	-	-	-
7	Total Resources	\$ 2,316,300	\$ 2,636,300	\$ 320,000
8	Requirements:			
9	Regular Salaries	\$ 289,000	\$ 289,000	\$ -
10	Other Payouts	6,900	6,900	-
11	Overtime	1,500	1,500	-
12	Social Security Tax	18,300	18,300	-
13	Medicare Tax	4,300	4,300	-
14	Unemployment	300	300	-
15	Workers Compensation	100	100	-
16	OR Paid Leave	1,200	1,200	-
17	PERS IAP	17,800	17,800	-
18	PERS OPSRP	43,400	43,400	-
19	PERS Debt Service	5,200	5,200	-
20	Workers Compensation Insurance	1,400	1,400	-
21	Disability Insurance	800	800	-
22	Life Insurance	300	300	-
23	High Deductible - Premium	44,100	44,100	-
24	High Deductible - Deductible	10,000	10,000	-
25	High Deductible - Coinsurance	1,500	1,500	-
26	Dental Insurance - Premium	3,400	3,400	-
27	Telemed Service	100	100	-
28	OPEB Funding	5,200	5,200	-
29	Deferred Compensation	3,100	3,100	-
30	Employee Parking	1,100	1,100	-
31	Section 125 Benefits	400	400	-
32	Total Personnel Services	\$ 459,400	\$ 459,400	\$ -

Line No.	Account Description	FY23-24 Original Budget	FY23-24 Revised Budget	FY23-24 Revised Changes
33	Professional Services - Legal	\$ 10,000	\$ 10,000	\$ -
34	Professional Services - Consulting	339,300	339,300	-
35	Professional Services - Financial Audit	5,800	5,800	-
36	Software Maintenance	1,700	1,700	-
37	Postage	100	100	-
38	Advertising	700	700	-
39	City of Bend Support, Interagency	57,800	57,800	-
40	Technology Equipment	-	-	-
41	Mobile Device Services	500	500	-
42	Office Supplies	200	200	-
43	Employee Costs	900	900	-
44	Employee Costs - Training	1,500	1,500	-
45	Employee Costs - Licenses & Dues	2,500	2,500	-
46	Community Education & Outreach	2,000	2,000	-
47	Insurance Premium	2,700	2,700	-
48	In-Kind Match	50,300	50,300	-
49	Grant Recipients	-	1,500,900	1,500,900
50	Total Materials and Services	\$ 476,000	\$ 1,976,900	\$ 1,500,900
51	Loan Repayment	\$ 100,000	\$ 100,000	\$ -
52	COVID Relief Interagency Transfer	1,180,900	-	(1,180,900)
53	Contingency	100,000	100,000	-
54	Total MPO Program	\$ 935,400	\$ 935,400	\$ -
55	Total COVID Relief Program	\$ 1,180,900	\$ 1,500,900	\$ 320,000
56	Ending Working Capital	\$ -	\$ -	\$ -

Table 20.3: BMPO FY24 Revised Line-Item Budget (as of April 19, 2024)

Line No.	Account Description	FY23-24 Original Budget	FY23-24 Revised Budget	FY23-24 Revised Changes
1	Beginning Working Capital	\$ 1,280,900	\$ 1,600,900	\$ 320,000
2	Federal Pass-through Grant - ODOT	863,800	2,024,400	1,160,600
3	State Match	21,300	21,300	-
4	Bend/Deschutes County In-Kind Match	50,300	50,300	-
5	Loan from City of Bend General Fund	100,000	100,000	-
6	Miscellaneous Revenue	-	-	-
7	Total Resources	\$ 2,316,300	\$ 3,796,900	\$ 1,480,000
8	Requirements:			
9	Regular Salaries	\$ 289,000	\$ 289,000	\$ -
10	Other Payouts	6,900	6,900	-
11	Overtime	1,500	1,500	-
12	Social Security Tax	18,300	18,300	-
13	Medicare Tax	4,300	4,300	-
14	Unemployment	300	300	-
15	Workers Compensation	100	100	-
16	OR Paid Leave	1,200	1,200	-
17	PERS IAP	17,800	17,800	-
18	PERS OPSRP	43,400	43,400	-
19	PERS Debt Service	5,200	5,200	-
20	Workers Compensation Insurance	1,400	1,400	-
21	Disability Insurance	800	800	-
22	Life Insurance	300	300	-
23	High Deductible - Premium	44,100	44,100	-
24	High Deductible - Deductible	10,000	10,000	-
25	High Deductible - Coinsurance	1,500	1,500	-
26	Dental Insurance - Premium	3,400	3,400	-
27	Telemed Service	100	100	-
28	OPEB Funding	5,200	5,200	-
29	Deferred Compensation	3,100	3,100	-
30	Employee Parking	1,100	1,100	-
31	Section 125 Benefits	400	400	-
32	Total Personnel Services	\$ 459,400	\$ 459,400	\$ -

Line No.	Account Description	FY23-24 Original Budget	FY23-24 Revised Budget	FY23-24 Revised Changes
33	Professional Services - Legal	\$ 10,000	\$ 10,000	\$ -
34	Professional Services - Consulting	339,300	339,300	-
35	Professional Services - Financial Audit	5,800	5,800	-
36	Software Maintenance	1,700	1,700	-
37	Postage	100	100	-
38	Advertising	700	700	-
39	City of Bend Support, Interagency	57,800	57,800	-
40	Technology Equipment	-	-	-
41	Mobile Device Services	500	500	-
42	Office Supplies	200	200	-
43	Employee Costs	900	900	-
44	Employee Costs - Training	1,500	1,500	-
45	Employee Costs - Licenses & Dues	2,500	2,500	-
46	Community Education & Outreach	2,000	2,000	-
47	Insurance Premium	2,700	2,700	-
48	In-Kind Match	50,300	50,300	-
49	Grant Recipients	-	2,661,500	2,661,500
50	Total Materials and Services	\$ 476,000	\$ 3,137,500	\$ 2,661,500
51	Loan Repayment	\$ 100,000	\$ 100,000	\$ -
52	COVID Relief Interagency Transfer	1,180,900	-	(1,180,900)
53	Contingency	100,000	100,000	-
54	Total MPO Program	\$ 935,400	\$ 935,400	\$ -
55	Total COVID Relief Program	\$ 1,180,900	\$ 1,500,900	\$ 320,000
56	Total State Highway Program	\$ -	\$ 1,160,600	\$ 1,160,600
57	Ending Working Capital	\$ -	\$ -	\$ -

Table 20.4: BMPO FY25 Line-Item Budget

Line No.	Account Description	FY23-24 Revised Budget	FY23-24 Actuals (as of 3/7/2024)	FY23-24 Year End Projection	FY24-25 Proposed Budget	FY24-25 Approved Budget	FY24-25 Adopted Budget
1	Beginning Working Capital	\$ 1,600,900	\$ 1,556,212	\$ 1,556,200	\$ 793,100	\$ 793,100	\$ 793,100
2	Federal Pass-through Grant - ODOT	863,800	244,526	2,127,300	1,935,500	1,935,500	1,935,500
3	State Match	21,300	17,357	21,300	21,900	21,900	21,900
4	Bend/Deschutes County In-Kind Match	50,300	-	50,300	66,500	66,500	66,500
5	Loan from City of Bend General Fund	100,000	-	100,000	100,000	100,000	100,000
6	Miscellaneous Revenue	-	14,941	15,000	-	-	-
7	Total Resources	\$ 2,636,300	\$ 1,833,036	\$ 3,870,100	\$ 2,917,000	\$ 2,917,000	\$ 2,917,000
8	<i>Requirements:</i>						
9	Regular Salaries	\$ 289,000	\$ 164,748	\$ 247,200	\$ 291,000	\$ 291,000	\$ 291,000
10	Other Payouts	6,900	3,545	5,400	7,200	7,200	7,200
11	Overtime	1,500	-	-	-	-	-
12	Social Security Tax	18,300	10,100	15,200	19,100	19,100	19,100
13	Medicare Tax	4,300	2,362	3,600	4,500	4,500	4,500
14	Unemployment	300	169	300	300	300	300
15	Workers Compensation	100	64	100	100	100	100
16	OR Paid Leave	1,200	650	1,000	1,200	1,200	1,200
17	PERS IAP	17,800	9,887	14,900	18,500	18,500	18,500
18	PERS OPSRP	43,400	24,157	36,300	45,100	45,100	45,100
19	PERS Debt Service	5,200	4,943	7,500	5,400	5,400	5,400
20	Workers Compensation Insurance	1,400	883	1,400	1,500	1,500	1,500
21	Disability Insurance	800	411	700	800	800	800
22	Life Insurance	300	269	500	300	300	300
23	High Deductible - Premium	44,100	22,680	34,100	48,700	48,700	48,700
24	High Deductible - Deductible	10,000	5,458	8,200	10,000	10,000	10,000

Line No.	Account Description	FY23-24 Revised Budget	FY23-24 Actuals (as of 3/7/2024)	FY23-24 Year End Projection	FY24-25 Proposed Budget	FY24-25 Approved Budget	FY24-25 Adopted Budget
25	High Deductible - Coinsurance	1,500	998	1,500	1,800	1,800	1,800
26	Dental Insurance - Premium	3,400	1,566	2,400	3,600	3,600	3,600
27	Telemed Service	100	79	200	100	100	100
28	OPEB Funding	5,200	2,508	3,800	5,200	5,200	5,200
29	Deferred Compensation	3,100	2,009	3,100	3,200	3,200	3,200
30	Employee Parking	1,100	280	500	1,100	1,100	1,100
31	Section 125 Benefits	400	208	400	400	400	400
32	Total Personnel Services	\$ 459,400	\$ 257,974	\$ 388,300	\$ 469,100	\$ 469,100	\$ 469,100
33	Professional Services - Legal	\$ 10,000	\$ 2,288	\$ 5,500	\$ 8,000	\$ 8,000	\$ 8,000
34	Professional Services - Consulting	339,300	193,456	436,700	453,900	453,900	453,900
35	Professional Services - Financial Audit	5,800	5,768	7,800	6,000	6,000	6,000
36	Software Host Solutions	-	267	300	-	-	-
37	Software Maintenance	1,700	403	1,000	1,000	1,000	1,000
38	Postage	100	3	100	100	100	100
39	Advertising	700	9,825	10,000	1,000	1,000	1,000
40	City of Bend Support, Interagency	57,800	38,536	57,800	57,800	57,800	57,800
41	Technology Equipment	-	-	-	-	-	-
42	Mobile Device Services	500	328	500	500	500	500
43	Office Supplies	200	91	200	200	200	200
44	Employee Costs	900	84	200	500	500	500
45	Employee Costs - Training	1,500	58	1,000	1,500	1,500	1,500
46	Employee Costs - Licenses & Dues	2,500	1,490	2,500	2,500	2,500	2,500
47	Community Education & Outreach	2,000	3,532	3,600	3,000	3,000	3,000
48	Insurance Premium	2,700	2,927	3,000	3,300	3,300	3,300
49	In-Kind Match	50,300	6	50,300	66,500	66,500	66,500

Line No.	Account Description	FY23-24 Revised Budget	FY23-24 Actuals (as of 3/7/2024)	FY23-24 Year End Projection	FY24-25 Proposed Budget	FY24-25 Approved Budget	FY24-25 Adopted Budget
50	Grant Recipients	1,500,900	589,370	2,070,000	1,642,100	1,642,100	1,642,100
51	Total Materials and Services	\$ 1,976,900	\$ 848,432	\$ 2,650,500	\$ 2,247,900	\$ 2,247,900	\$ 2,247,900
52	Loan Repayment	\$ 100,000	38,000	\$ 38,000	\$ 100,000	\$ 100,000	\$ 100,000
53	Contingency	100,000	-	-	100,000	100,000	100,000
54	Reserves	-	-	-	80,000	80,000	80,000
55	Total MPO Program	\$ 935,400	\$ 517,036	\$ 968,800	\$ 1,074,900	\$ 1,074,900	\$ 1,074,900
56	Total COVID Relief Program	\$ 1,500,900	\$ 589,370	\$ 909,400	\$ 591,500	\$ 591,500	\$ 591,500
57	Total State Highway Program	\$ -	\$ -	\$ 1,160,600	\$ 1,050,600	\$ 1,050,600	\$ 1,050,600
58	Ending Working Capital	\$ -	\$ 688,630	\$ 793,300	\$ -	\$ -	\$ -

Figure 11.1: BMPO Boundary

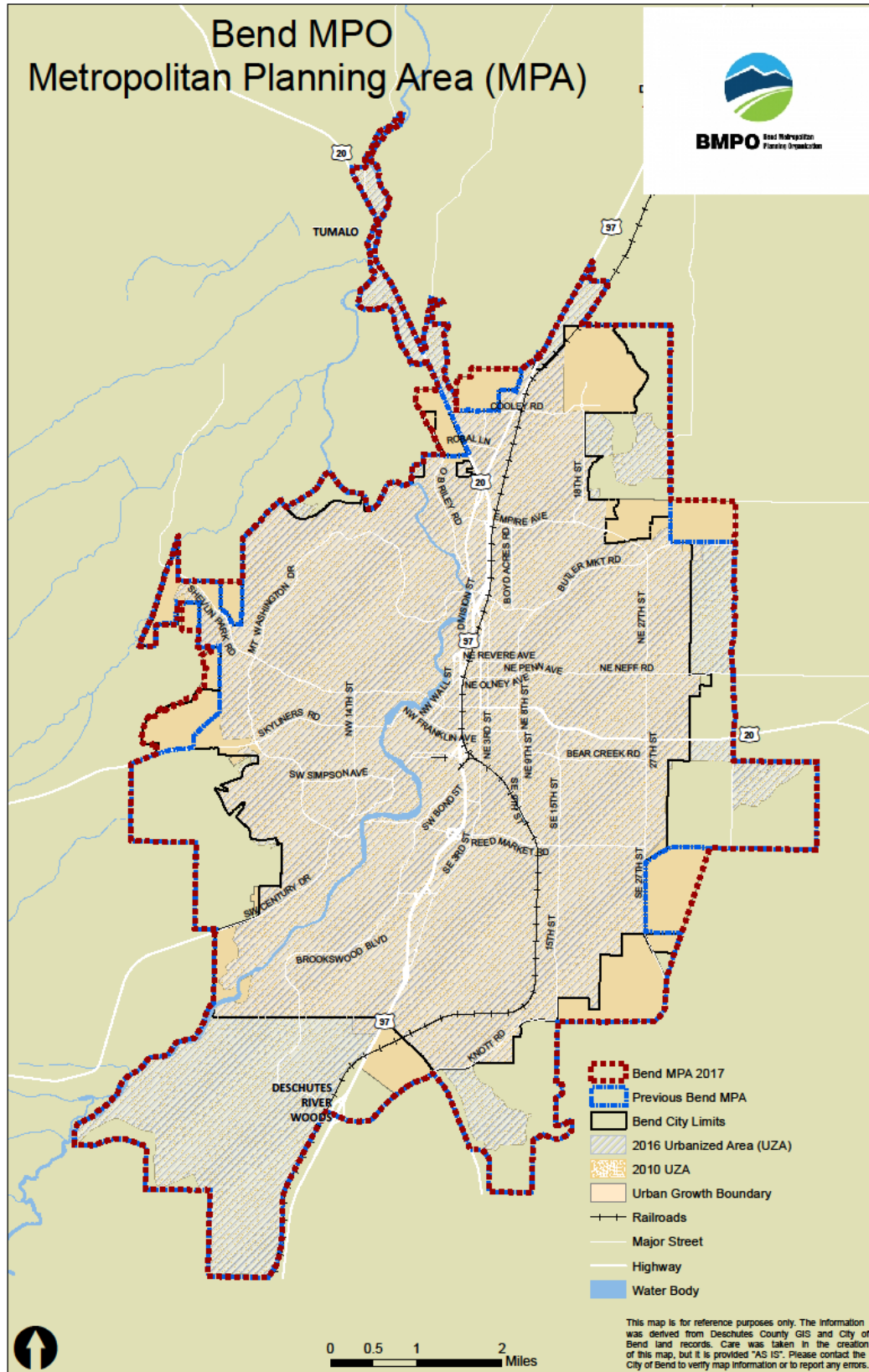
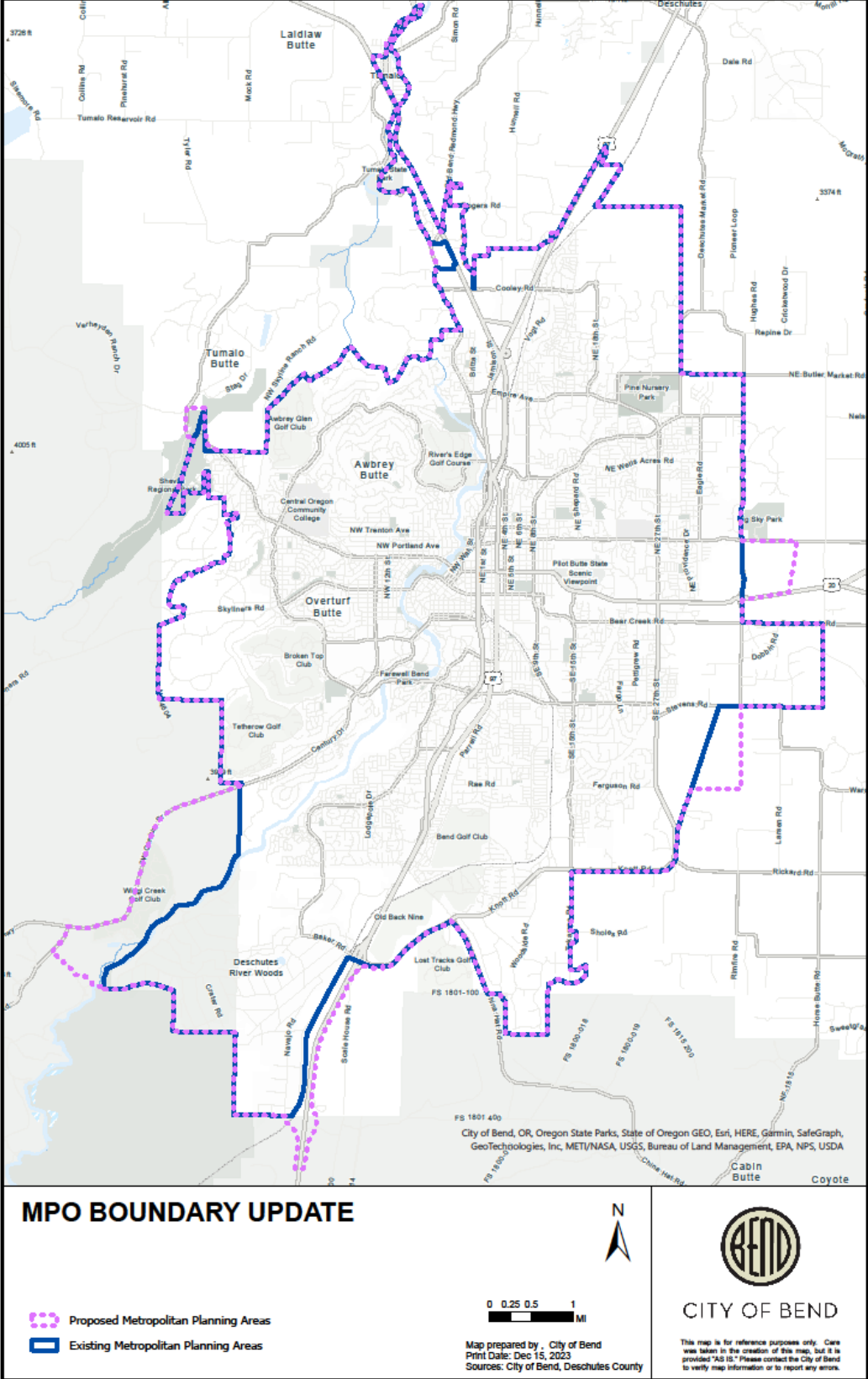


Figure 11.2: BMPO Boundary Update (draft as of December 15, 2023)



APPENDIX A: Summary of Deliverables from the first half of the 2023-25 UPWP

Task 1.0 Program Management

- Functioning advisory committees
- Meeting materials for the BMPO committees (BMPO Policy Board and BMPO TAC)
- Regular meetings with individual BMPO Policy Board members to discuss BMPO work items and improve communications
- Approved & executed contracts
- Appointed one new citizen member to the Budget Committee and BMPO TAC
- Reappointed one citizen member to the BMPO TAC and Budget Committee
- Monthly invoices and work summary reports to ODOT for reimbursement & monthly budget review reports to BMPO Policy Board
- Biannual reports & identified priorities
- Updated indirect cost rate (joint effort with ODOT)
- Annual audit and financial report
- Coordination with ODOT regarding contracting procedures
- Regular monitoring of service and materials expenditures
- Regularly updated Facebook page and email lists
- Updates and edits of MPO web pages
- Coordination with City of Bend to monitor and apply for federal IIA grants
- 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
- Initiated development of multi-year work program
- Attendance at trainings & seminars
- Attendance and participation at OMPOC meetings
- Attendance and participation at Oregon MPO/ODOT/FHWA quarterly meetings
- Submitted annual Title VI report
- Participated in public engagement events specific to Title VI populations

Task 2.0 Short Range Planning

- Maintenance of 2021-2024 MTIP
- Adoption and maintenance of 2024-2027 MTIP
- Participation in STIP/MTIP coordination meetings
- Annual Listing of Obligated Projects
- Updates to the STBG funding distribution process
- Attendance, participation, and technical support of the following appropriate local, regional, and state planning processes and meetings (Subtasks D & E):
 - COACT

- Deschutes County BPAC
- CET RPTAC
- City of Bend-ODOT monthly staff meetings
- City of Bend micro-mobility planning
- City of Bend parking planning
- Tracking and providing comment on City of Bend capital projects and land use planning projects

Task 3.0 Long Range Planning

- Initiated update to the MTP. Completion scheduled for September 2024.
- Secured additional grant funding and initiated work to implement some of the non-infrastructure components of the Bend Area TSAP and the Deschutes County TSAP.
- Applied for and secured federal SS4A grant to update the Bend TSAP (plan update not expected to start until summer/fall 2024)
- Participated in the development of the US97/Baker Rd IAMP. BMPO Policy Board serving as Steering Committee for the plan.
- Participated in the development of the US20 Refinement Plan, including presentations to the BMPO Policy Board.
- Participated in the development of the US97/Reed Market Road/3rd Street Operations Plan, including presentations to the BMPO Policy Board.
- Tracked and participated in various climate change related efforts being undertaken by state agencies to implement the Governor’s Executive Order on Climate Change.

Task 4.0 Travel Demand Modeling & Data Collection/Analysis

- Model runs and output data for the various planning efforts underway within the MPO.
- Regular check-ins with ODOT staff to discuss upcoming modeling needs and special model requests.
- Completed updates to 2040 model scenario
- Created new 2045 model scenario for MTP update
- Tracked efforts of ODOT and MPO team working to transition the travel model from a 4-step model to an activity-based model
- Project analyses using travel demand model in support of local projects/planning efforts
- Participation in OMSC
 - Serving as small MPO representative on OMSC Executive Committee
- Collection of PM data
- Provided data support to City of Bend for several CIP projects.

APPENDIX B: Planning, Development and Construction Overview

Note – this appendix is updated but does not show the updates in track changes.

ODOT Region 4, Deschutes County, BPRD, Commute Options and the City of Bend will be undertaking several planning, outreach and development projects in the BMPO area in FY25. 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: FY24 and FY25

Website: [Commute Options](#)

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 CET to promote transit ridership, including the group pass sales program.
- Provide information to the public, employers and their employees on all TDM (Travel Demand Management) 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) US20 Facility Plan

Project Lead: ODOT Region 4

Project Timeline: summer 2022 through spring 2024

Project Budget: \$350,000

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=00006>

ODOT Region 4 initiated development of a Facility Plan for US20 in summer 2022. The plan is multi-faceted and includes an assessment of existing physical conditions and limitations, traffic operations and safety; ITS options; and future improvement options including pedestrian and bicycle enhancements.

3) US97/Baker Road Interchange Area Management Plan

Project Lead: ODOT Region 4

Project Timeline: December 2021 through spring 2024

Project Budget: \$298,000

Website: <https://www.oregon.gov/odot/projects/pages/project->

[details.aspx?project=US97BakerRd](#)

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

4) ODOT ARTS Projects

Project Lead: ODOT Region 4

Project Timeline: 2024-2027 STIP

Project Budget: Two projects are programmed: \$986,600

Website: Not available

The All Roads Transportation Safety (ARTS) Program is a safety program to address safety needs on all public roads in Oregon. ODOT works collaboratively with local road jurisdictions (cities, counties, MPO's and tribes) to identify and fund safety projects. Work within the MPO will include sign upgrades, illumination improvements, signal improvements, safe crossing improvements, curve and intersection signs, delineators, and clear zone improvements.

5) City of Bend Signal Upgrades

Project Lead: ODOT Region 4

Project Timeline: FY21-FY24

Project Budget: \$1.1 million

Website: Not available

The project will improve safety by installing proven and cost-effective countermeasures such as new signal heads and signage, reflectors, yellow flashing lights, fiber, controllers and other features.

6) US20: 3rd Street to 15th Street

Project Lead: ODOT Region 4

Project Timeline: FY21-FY24

Project Budget: \$6.2 million (\$4.9 million ODOT, \$1.5 million City of Bend)

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=21489>

This project will be providing access, mobility, and safety upgrades to U.S. 20 (Greenwood Avenue) between Purcell Avenue and 15th Street. This work will include:

- Reconstruction of intersection ramps to meet current ADA standards
- Improvements to sidewalks and driveways
- Sign updates at local street intersections
- Enhanced pedestrian and bicycle crossing at 4th Street

7) Archie Briggs Road Bridge (Bend)

Project Lead: ODOT Region 4

Project Timeline: FY22-FY25

Project Budget: \$6.2 million

Website: Not available

Design and construct a replacement of Archie Briggs Road bridge over the Deschutes River

8) US97: Baker Road to Lava Lands Visitor Center

Project Lead: ODOT Region 4

Project Timeline: FY18-FY26

Project Budget: \$5.8 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=20714>

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

9) US 97 Bend North Corridor project

Project Lead: ODOT Region 4

Project Timeline: FY18-FY25

Project Budget: \$175 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=21229>

Implementation of phase 1 of the North Corridor EIS.

10) US 97 & US20 Curb Ramps (Bend and Sisters)

Project Lead: ODOT Region 4

Project Timeline: FY22-FY26

Project Budget: \$3.5 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=22442>

The project will construct or reconstruct 136 curb ramps in Bend and 69 curb ramps in Sisters.

11) Revere Avenue Study

Project Lead: ODOT Region 4

Project Timeline: FY24-FY25

Project Budget:

Website: Not available

The project will develop a plan for Revere Avenue from 4th Street to Wall Street, including the intersection of US20 (3rd Street), the BNSF rail crossing, and the US97 interchange ramp terminals.

12) Bend Wayfinding Plan

Project Lead: ODOT Region 4

Project Timeline: TBD

Project Budget: TBD (will include funding from ODOT Region 4, City of Bend and BMPO)

Website: Not available

The project will develop a wayfinding plan for Bend

13) NE Norton Avenue

Project Lead: ODOT Region 4

Project Timeline: FY24-FY27

Project Budget: \$579,000
Website: Not available

Enhance the Norton Avenue corridor to provide bicyclists and pedestrians with a more attractive and safer alternative to Greenwood Ave (US20). Install bicycle boulevard treatments including speed humps, traffic circles, crossing enhancements, and wayfinding.

14) US20 at Tumalo: Shared Use Path

Project Lead: ODOT Region 4
Project Timeline: FY23-FY25
Project Budget: \$850,000

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=20714>

This project will design and construct a shared use path to safely connect the east and west sides of Tumalo..

15) US20: (3rd Street) at Empire Avenue

Project Lead: ODOT Region 4
Project Timeline: FY25-FY26
Project Budget: \$250,000 (design only)

Website: [Oregon Department of Transportation : Project-Details : Projects : State of Oregon](#)

Replace the traffic signal at the intersection of US20 at Empire Avenue to accommodate increased traffic volumes and safety issues to account for the proposed elements that are part of the Bend North Corridor project. Pedestrian and bicycle infrastructure will be incorporated into controlled crossing and ADA deficiencies will be addressed.

16) US20: Central Oregon Highway Culverts Project

Project Lead: ODOT Region 4
Project Timeline: FY22-FY26
Project Budget: \$1.2 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=21756>

Culvert repair and replacement project to address or replace 13 culverts on U.S. 20 between Bend and Burns.

17) US97: The Dalles - California Highway Culverts Project (2 phases)

Project Lead: ODOT Region 4
Project Timeline: FY23-FY26
Project Budget: \$3.17 million

Website: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=21163>

Culvert repair and replacement project to address or replace culverts on U.S. 97.

18) US97: I-84 to California Border

Project Lead: ODOT Region 4
Project Timeline: FY23-FY26
Project Budget: \$5.8 million
Website: Not available

Install National Electric Vehicle Infrastructure (NEVI) fast charging stations every 50 miles along US97 from I-84 to the California border, to provide electric vehicle drivers with reliable, fast charging.

19) City of Bend Mobility Points

Project Lead: ODOT Region 4
Project Timeline: FY23-FY26
Project Budget: \$1.2 million
Website: Not available

Develop an initial network of four mobility points around the city. Mobility point infrastructure provided through bus shelters, e-bike-sharing stations and charging, bicycle parking, electric car-sharing vehicles and electric vehicle charging equipment.

20) City of Bend Accessibility Projects

Project Lead: City of Bend
Project Timeline: FY23-FY27
Project Budget: \$2.8 million
Website: <https://www.bendoregon.gov/city-projects/city-infrastructure-projects/citywide-accessibility-improvements>

The City will construct accessibility improvements, including curb ramps and sidewalks on parts of several corridors.

21) Wilson Avenue corridor improvements

Project Lead: City of Bend
Project Timeline: FY21-FY25
Project Budget: \$13 million
Website: <https://www.bendoregon.gov/city-projects/what-s-being-built/wilson-corridor-improvements>

Construct bicycle and sidewalk improvements and intersection improvements at 2nd Street, 3rd Street, 9th Street, and 15th Street

22) City of Bend Local Street Safety Program

Project Lead: City of Bend
Project Timeline: FY22-FY27
Project Budget: \$3.8 million
Website: <https://www.bendoregon.gov/city-projects/infrastructure-projects/citywide-safety-improvements>

Design and construct a series of safety countermeasure projects on local streets throughout Bend

23) Reed Market Rd/3rd Street intersection

Project Lead: City of Bend
Project Timeline: FY23-FY27
Project Budget: \$5 million
Website: Not available

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

24) Butler Market Rd/Wells Acre Rd intersection

Project Lead: City of Bend
Project Timeline: FY22-FY24
Project Budget: \$3 million
Website: Not available

Design and construct improvements at the Butler Mkt Rd/Wells Acre Rd intersection

25) Bond Street/Reed Market Road intersection

Project Lead: City of Bend
Project Timeline: FY23-FY25
Project Budget: \$4.3 million
Website: Not available

Design and construct improvements at the Bond Street/Reed Market Road intersection

26) Brosterhous Rd/Chase Ave intersection

Project Lead: City of Bend
Project Timeline: FY23-FY26
Project Budget: \$5 million
Website: Not available

Design and construct improvements at the Brosterhous/Chase intersection

27) NE 27th Street/Connors Ave intersection

Project Lead: City of Bend
Project Timeline: FY23-FY26
Project Budget: \$2.5 million
Website: Not available

Design and construct improvements at the NE 27th St/Connors Ave intersection

28) Galveston Corridor improvements

Project Lead: City of Bend
Project Timeline: FY23-FY26

Project Budget: \$4 million
Website: Not available

Design and construct improvements on Galveston between the Deschutes River and 14th Street

29) Midtown Bicycle & Pedestrian Crossings

Project Lead: City of Bend
Project Timeline: FY23-FY26
Project Budget: \$14.4 million (CIP funds and GO bond funds)
Website: Not available

Design and construct improvements on Franklin Avenue and Greenwood Avenue. Construct a new overcrossing of US97 and the railroad connecting downtown to the Central Area. The City recently secured a federal RAISE grant and a state grant to fully implement these improvements.

30) 3rd Street/Miller intersection

Project Lead: City of Bend
Project Timeline: FY25-FY27
Project Budget: \$3.2 million
Website: Not available

Design and construct improvements at the 3rd Street/Miller intersection

31) Riverfront improvements

Project Lead: City of Bend
Project Timeline: FY25-FY27
Project Budget: \$1 million
Website: Not available

Design improvements to Riverfront Street between Galveston Avenue and Millers Landing Park

32) City of Bend General Obligation Bond projects

Project Lead: City of Bend
Project Timeline: 2021-2027
Project Budget: \$190 million
Website: <https://www.bendoregon.gov/city-projects/safe-travel>

Voters approved a \$190 million transportation bond measure in November 2020. The bond includes projects that will benefit all modes of transportation. Some of the project work is identified above. Other projects included in the bond include:

- Aune Road extension (east): \$6.3 million
- Aune Road extension (west): \$3.3 million
- Bear Creek Rd/27th Street intersection: \$11.4 million
- Butler Market Rd/Boyd Acres Rd intersection: \$3.8 million
- Colorado Avenue improvements: \$300,000

- US97/Colorado interchange improvements: \$400,000
- Enhanced access to transit: \$2.2 million
- Empire Ave/OB Riley Rd intersection: \$900,000
- US97/Murphy Rd interchange: \$2.3 million
- Olney Rd improvements: \$3.3 million
- Olney Rd bicycle and pedestrian improvements: \$2.4 million
- Portland Avenue improvements: \$3.5 million
- Reed Market Rd improvements: \$21 million
- Additional projects are scheduled for years beyond the current FY23-FY27 CIP

33) City of Bend CFEC Planning

Project Lead: City of Bend

Project Timeline: TBD

Project Budget: unknown

Website: <https://www.bendoregon.gov/government/departments/growth-management/climate-friendly-and-equitable-communities>

Work to implement the requirements of the CFEC planning requirements.

34) Deschutes County projects

Project Lead: Deschutes County

Project Timeline: 2024-2028

Project Budget:

Website: <https://www.deschutes.org/road/page/projects>

The current County CIP includes four projects on roadways within or immediately adjacent to the MPO. These include roundabouts at Powell Butte Hwy/Butler Mkt Rd and Deschutes Market Rd/Hamehook Rd and replacement of the Hamehook Rd bridge. Additionally, the County has several pavement preservation projects within or near the MPO. Some of these preservation projects include minor safety enhancements and minor widening to better accommodate bicyclists.

35) Driver Feedback Signs

Project Lead: ODOT Region 4

Project Timeline: 2024-2026

Project Budget: \$1 million

Website: Not available

Install two speed feedback signs on each of the following roads; Alfalfa Market Rd, Burgess Rd, Cline Falls Hwy, Day Rd, Old Bend-Redmond Hwy, Powell Butte Hwy, South Canal Blvd and South Century Dr.

36) BPRD projects

Project Lead: BPRD

Project Timeline: 2024-2028

Project Budget: \$4.2 million

Website: <https://www.bendparksandrec.org/wp-content/uploads/2021/07/2022-26-Adopted-CIP.pdf>

The current BPRD CIP includes many projects within or immediately adjacent to the MPO, including:

- Planning and design of North Unit Irrigation District canal trail from US97 to Bend UGB
- Deschutes River Trail improvements: Galveston to Miller's Landing (joint project with the City of Bend)
- Discovery West trail improvements
- Riley Ranch Nature Preserve Bridge
- Putnam to Riley Ranch trail connection
- Deschutes River Trail North Trailhead
- Miscellaneous trail improvements
- COHCT Blakeley to Hansen Park

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).

ABM: Activity Based Model

ARTS: All Roads Transportation Safety

BIL: Bipartisan Infrastructure Law

BLS: Bend-La Pine Schools

BMPO: Bend Metropolitan Planning Organization

BPAC: (Deschutes County) Bicycle and Pedestrian Advisory Committee

BPRD: Bend Park and Recreation District

CET: Cascades East Transit

Central Oregon's regional public transportation service provider.

CFEC: Climate-Friendly and Equitable Communities

Climate-Friendly and Equitable Communities, also referred to as CFEC, is a set of new and amended rules from the State Land Conservation and Development Commission (LCDC) that regulate how development and transportation infrastructure get built into the future. The rules intend to change how cities are built to reduce GHG emissions.

The rules are wide-ranging, but in general aim to change rules for cities over 50,000 in population to develop more densely with a greater focus on safer options for people to make daily trips through walking, bicycling, and riding public transit. This kind of development helps reach the state's climate goals to reduce carbon emissions. Dense, walkable communities mean less sprawl, and thus fewer carbon emissions from car travel.

CIP: Capital Improvement Program

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.

COCC: Central Oregon Community College

COIC: Central Oregon Intergovernmental Council

COVID Relief Act

The Coronavirus Aid, Relief, and Economic Security (CARES) Act and the HIP-CRRSAA of 2021 provide direct economic assistance for American workers, families, and small businesses. These acts also provide direct financial assistance to public transportation providers, and city, county and state governments.

A percentage of these will be distributed to counties, cities and small MPOs. BMPO received funding based on the established allocation formula shown on this webpage from ODOT:

https://www.oregon.gov/odot/STIP/Pages/COVID_Relief_Funding.aspx

CRP: Carbon Reduction Program

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.

DEIA: Diversity, Equity, Inclusion, and Accessibility

DEQ: Department of Environmental Quality

DOT: Department of Transportation

ECO: Employee Commute Options

Employee Commute Options is a mandatory program for large employers. Under DEQ's ECO Program, employers with more than 100 employees must provide commute options to employees designed to reduce the number of cars driven to work in Portland and surrounding areas.

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 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.

EJ: Environmental Justice

(see Title VI & Environmental Justice Program)

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 FY16 through FY20 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/>

FFY: Federal Fiscal Year

FHWA: Federal Highway Administration

FLMA: Federal Land Management Agency

FTA: Federal Transit Administration

FTE: Full Time Equivalent

Staffing levels are measured in FTEs 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.

FY: Fiscal Year

GHG: Greenhouse Gas

HB2017: Keep Oregon Moving

HB 2017 makes a significant investment in transportation to help maintain a vibrant economy with good jobs, create choices in transportation, create a healthy environment, and improve safety. HB2017 includes funding a significant investment on US97 in the BMPO. It also increases funding to the City of Bend and Deschutes County for their preservation, maintenance and operations programs.

HIP-CRRSAA: Highway Infrastructure Programs Coronavirus Response and Relief Supplemental Appropriations Act of 2021

IAMP: Interchange Area Management Plan

IJJA: Infrastructure Investment and Jobs Act

The IIJA was signed into law by President Joe Biden on Nov. 15, 2021. Also referred to as the BIL, this law authorizes \$1.2 trillion in total spending, including \$550 billion of new spending on hard infrastructure. The law also addresses climate change as it pertains to surface transportation; revises Buy America procurement procedures for highways, mass transit, and rail; implements new safety requirements for all modes of transportation; and directs the Department of Transportation (DOT) to establish a program to ensure the long-term solvency of the Highway Trust Fund. It also incorporates and extends through 2022 the 2021 federal-aid, highway, transit, and safety programs as well as the federal-aid highway program, transit programs, highway safety, motor carrier safety, and rail programs from 2023 through 2026. The IIJA requires MPOs to use 2.5% of their PL funding to support Complete Streets.

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.

KN: Key Number

Reference Number as shown in the STIP for ODOT

LCOG: Lane Council of Governments

MAP-21: Moving Ahead for Progress in the 21st Century

Federal Transportation Legislation

MPO: Metropolitan Planning Organization

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.

Non-TMA

BMPO is considered a non-TMA with requirements that differ from the larger MPOs. An urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the Secretary of the U.S. Department of Transportation (DOT), is called a Transportation Management Area (TMA).

OAPA: American Planning Association Oregon Chapter

ODOT: Oregon Department of Transportation

OMIP: Oregon Modeling Improvement Program

OMPOC: Oregon Metropolitan Planning Organization Consortium

OMSC: Oregon Modeling Statewide Collaborative

OSU Cascades: Oregon State University-Cascades

OTC: Oregon Transportation Commission

The Board of Directors for the ODOT.

PEA: Planning Emphasis Area

PEL: Planning and Environmental Linkages

PL: Public Law FHWA Metropolitan Planning Funds

PL funds comprise the majority of MPO funding.

PM: Performance Measure

PMT: Project Management Team

PPP: Public Participation Plan

RITIS: Regional Integrated Transportation Information System

RPTAC: Regional Public Transportation Advisory Committee

SHF: State Highway Funds (previously STBG)

SS4A: Safe Streets for All

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 BMPO receives and distributes STBG funding each year. BMPO uses STBG funds to maintain the MPO budget and are included in the 2021-2024 MTIP. These STBG funds support increased staffing and to support specific planning projects.

STBG Fund Exchange

STBG Fund Exchange process is an option for all local partners and applies to Cities with populations 5,000 to 200,000 and all Counties in Oregon. The STBG Fund Exchange program provides local agencies a flexible funding option for delivering transportation improvements without being constrained by federal requirements. For Cities and Counties choosing not to participate in the ODOT fund exchange program and instead receive 100% of the STBG funds -

this requires following federal aid project requirements. This means the Local agency works with the ODOT region contact to initiate that process.

<https://www.oregon.gov/odot/LocalGov/Pages/Funding.aspx>

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 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. For an MPO project to be included in the STIP, it must first be included in the MTP 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”).

TSAP: Transportation Safety Action Plan

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 (EJ) 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.

TMA: Transportation Management Areas

An urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the Secretary of the U.S. Department of Transportation (DOT), is called a

Transportation Management Area (TMA). As an MPO with a population of less than 200,000,

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 TSP. 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.

UGB: Urban Growth Boundary

UPWP: Unified Planning Work Program

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.

VMT: Vehicle Miles Traveled

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

VPI: Virtual Public Involvement

APPENDIX D: Comment Log and Public Notice Schedule

The BMPO received comments and presented the UPWP with the outreach plan shown here:

UPWP and FY24 Budget

- February 2023
 - ODOT and Federal Partner review
 - BMPO Policy Board and BMPO TAC review
 - Draft UPWP posted online
- March 2023
 - BMPO Policy Board notice of public comment period opened
- April 2023
 - BMPO Budget Committee meeting scheduled
 - Updated UPWP posted online, shared with local partners and community members
- May 2023
 - BMPO Policy Board reviewed public comments and adopted UPWP and FY24 Budget
 - Final approved documents posted online

Amended UPWP and FY25 Budget

- October 2023
 - BMPO Policy Board notice of public comment period opened for FY24 Supplemental Budget (no public comments received)
- November 2023
 - BMPO legal notice of hearing for FY24 Supplemental Budget
 - BMPO Policy Board reviewed and adopted proposed FY24 Supplemental Budget
 - Final approved documents posted online
- February 2024
 - ODOT and Federal Partner review draft UPWP amendments
 - BMPO Policy Board and BMPO TAC review draft UPWP amendments
 - Draft UPWP amendments posted online
- March 2024
 - BMPO Policy Board notice of public comment period opens
 - BMPO Budget Committee meeting scheduled
 - Amended UPWP posted online, shared with local partners and community members
- April 2024
 - BMPO Policy Board to review public comments and consider adoption of FY25 Budget and Amended UPWP
 - Final approved documents posted online

The UPWP will be updated with additional comments as they are received. The full FY24-25 UPWP is posted at www.bendoregon.gov/mpobudget

The following comments were received prior to the May 2023 adoption of the UPWP and FY24 Budget.

Comment	Jurisdiction	MPO Response	MPO Action Item or Implementation Details
PEA. Please introduce acronyms at first appearance (pg. 5)	TPAU	Completed	PEA is Planning Emphasis Area, updated document.
Consider clarifying who represents the Tribe (somewhere in this document). (pg. 7)	TPAU	Completed	Page 30, Task 1, Subtask E.1. Agency and Jurisdictional Coordination - Committees indicates Warm Springs
Consider defining MAP-21 (Moving Ahead for Progress in the 21st Century) and FAST Act (Fixing America's Surface Transportation Act) acronyms. Add to Appendix.	TPAU	Completed	Confirmed in the Acronyms section of the Appendix
Consider clarifying non-TMA (i.e., non-transportation management area). (pg. 15)	ODOT IM	Completed	
Please define acronym on its initial appearance. Pg 17	ODOT IM	Completed	Updated to include full details as shown here: US97/Baker Road Interchange Area Management Plan <u>(IAMP)</u>
Consider addressing/mentioning EJ in the previous sections along with Title VI? Pg23	ODOT IM	Completed	Updated
Diversity, Equity, Inclusion and Accessibility? Please define acronym. Pg 23	ODOT IM	Completed	Done
It's great to use a figure to describe a major project as a picture says a thousand words. Is the Figure 6: US20 Project the combination of the US20 Refinement Plan and US20 Facility Plan mentioned beforehand? Any figure or table may be better referred to in the content discussed before. pg. 27	ODOT IM	Completed	updated figure caption to include the following: US20 Refinement Plan in 2024 in this same area as provided at this site https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=00006
For how long (i.e., from which year to which year)? Pg 42	ODOT IM	Completed	Added 5-year time frame from 2022-2027 for the funding estimate of transportation projects.
FY2023-2024 to match FY24 in the table below? Please clarify. X's 2 on Pg 53	ODOT IM	Completed	Added note to Tables 16 - 17 on page 54. FY25 budget will provide a new table with an amendment.

How about 2023-2025 fiscal year instead? Pg 61 APPENDIX B: Planning, Development and Construction Overview, first paragraph.	ODOT IM	Completed	updated page to correct year
As this is a two-year UPWP it should also address the time frame for FY 2025. pg. 4	ODOT IM	Updated UPWP	Added description for 2025
Space between 134 and the. Pg 4	ODOT IM	Completed	
This should be 2023 instead of 2022. pg. 19	ODOT IM	Updated UPWP	updated to 2023
Need a space between the s and 2023. pg. 23	ODOT IM	Completed	
FHWA published urban boundary/MPO boundary data derived from the 2020 Census on January 19, 2023. Boundary adjustments and updates to federal functional classifications are required to be submitted to FHWA within 2 years of this date. ODOT will be working with MPOs and other local jurisdictions to ensure these timelines are met. pg. 24	ODOT IM	Completed	
In Table 5 it says work will occur in FY23-24. pg. 24	ODOT IM	Completed	confirmed table 5 aligns with task narrative.
Suggest adding: 2020 U.S. Census – Any impacts to the BMPO and next steps?	Jasmine Harris, FHWA	Completed	Included in Task 1, Subtask F on page 24.
Suggest adding: BMPO’s UPWP Amendment Process in light of potential FTA 5303 funding issues this year (will the UPWP amendment be administrative or go through the policy board?)	Jasmine Harris, FHWA	Yes	5303 updated final funding allocation has been updated in this version of the document dated March 2023. No anticipated amendment to update 5303 is expected.

<p>Suggest adding: PL Funds – Shouldn't the PL funds be considered final? Ensure PL funds are matching in FMIS, STIP, UPWP and State Budgets, also see below regarding BIL's Set-aside PL requirement (2.5%) for Increasing Safe and Accessible Transportation Options.</p>	<p>Jasmine Harris, FHWA</p>	<p>Updated UPWP</p>	<p>Added footnote regarding 2.5% set aside requirement on page 35 table 8 footnote as follows: The IIJA/BIL § 11206 (Increasing Safe and Accessible Transportation Options) requires States and Metropolitan Planning Organizations to expend not less than 2.5 percent of PL funds on Complete Streets planning activities (see BIL § 11206(b)). The PL funding work satisfies this requirement with Task 3, Subtasks A and D. MPO staff time for these tasks are provided by PL funding. 2.5% of the full PL funding for the full UPWP.</p>
<p>Add danielle.casey@dot.gov to FTA contact for Oregon MPOs. She may be taking over tasks here.</p>	<p>Ned Conroy, FTA</p>	<p>Yes</p>	<p>Will add to our email list</p>
<p>Would appreciate a copy of the Oregon Governor designation letter on BMPOs website, or attachment to UPWP etc. (Pg. 7)</p>	<p>Jasmine Harris, FHWA</p>	<p>Yes</p>	<p>Added link to designation letter as footnote on Pg7.</p>
<p>Should the ODOT MPO Transit IGA also be attached here?</p>	<p>Jasmine Harris, FHWA</p>	<p>No</p>	<p>Discussed IGA status with FHWA. Agreements will be provided as requested.</p>
<p>Purpose, 1st paragraph, page 4, add code reference for purpose statement</p>	<p>Jasmine Harris, FHWA</p>	<p>Yes</p>	<p>Added code reference to document</p>
<p>Table 1, Page 9: Suggest ODOT also look at ADA Transition Plans Appreciate Bend MPOs continued efforts on Tribal Consultation!</p> <p>(I believe) FHWA is working on guidance and training related to Federal Land Management Coordination.</p> <p>Does the MPO have any non-discriminatory ADA policies etc.? Heads up, our office will be hiring a Civil Rights Specialist.</p>	<p>Jasmine Harris, FHWA</p>	<p>Response here, no changes to the document.</p>	<p>MPO does have nondiscriminatory policy for transportation planning efforts posted here: https://www.bendoregon.gov/government/departments/bend-metro-planning-organization/plans-and-programs/public-participation-your-rights. ADA policies are available under the city of Bend at https://www.bendoregon.gov/government/departments/city-attorney/accessibility-ada-information/ada-nondiscrimination-policy.</p>

<p>Table 2, Page 10: Performance Measure Reporting status provided resources: https://www.fhwa.dot.gov/planning/performance_based_planning/roadmap/learn.cfm</p>	<p>Jasmine Harris, FHWA</p>	<p>Response here, no changes to the document.</p>	<p>MPO staff will integrate the roadmap for performance measures as we update the measures.</p>
<p>Is \$194,100 the SFY 2024 PL funding, and is this number final? Does it match the State’s budget?</p>	<p>Jasmine Harris, FHWA</p>	<p>in Table 15, page 54 funding levels are final as of late February 2023.</p>	
<p>Table 18, Page 58, Is line item 2 “Federal Pass – through Grant – ODOT the PL funds?</p>	<p>Jasmine Harris, FHWA</p>	<p>Response here, no changes to the document.</p>	<p>See page 57 states that the Federal Pass-through Grant - ODOT (Table 18, Line 2) The funding sources referenced as FHWA PL, FTA Section 5303, STBG and ODOT Safety Funds – MPO planning are included in the federal pass-through line-item detail.</p>
<p>This comment is a no brainer...More railroad overpasses! Better yet, get the railroad to move away, east of town. Bare minimum start a public phone app that announces a train approaching so drivers can choose an alternative route.</p>	<p>Randall Barna</p>	<p>Response here, no changes to the document.</p>	<p>The City of Bend GO Bond includes funding to construct an overpass of the railroad on Reed Market Road. No additional overpasses are currently planned. The Central Oregon Rail Plan evaluated the feasibility of moving the rail line east of Bend and Redmond. The plan determined that the cost to relocate the rail line would be prohibitive. Advance notice of trains is considered in the Deschutes County Intelligent Transportation Systems (ITS) Plan. A phone app or some other type of push notification could be considered for the next update of that plan.</p>

The following comments were received prior to the February 2024 review of the Amended UPWP and FY25 Budget.

Comment	Jurisdiction	MPO Response	MPO Action Item or Implementation Details
<p>For Kelli - FYI - There are several free NHI Transportation - Planning Courses available online.</p> <p>National Highway Institute: Course Search Listing for "planning" (dot.gov)</p> <p>And some other helpful websites:</p> <p>Briefing Book - Publications - Planning - FHWA (dot.gov)</p> <p>Transportation Planning Capacity Building - Transportation Planning Capacity Building Program (dot.gov)</p> <p><i>See pg. ii</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you.</p>	<p>Suggestion noted.</p>
<p>Looking forward to learning more about this....</p> <p><i>See Overview, par. 2 (pg. 4) "in addition, work is underway locally and at the state level to address greenhouse gas (GHG) emissions from the transportation sector."</i></p>	<p>Jasmine Harris, FHWA</p>	<p>None.</p>	<p>None.</p>
<p>Awesome section!</p> <p><i>See UPWP Amendment Process (pg. 6)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>None.</p>	<p>None.</p>
<p>How long is the public comment period?</p> <p><i>See UPWP Public Notification Process (pg. 7)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>For UPWP adoption – 21 days as noted in Public Participation Plan.</p>	<p>None.</p>
<p>UPWP should start in 2024 [not 2023].</p> <p><i>See Table 1 (pg. 9)</i></p>	<p>TPAU</p>	<p>This is a two-year UPWP starting in 2023.</p>	<p>None.</p>

<p>Of course, there is Justice 40, and a Public Involvement document that came out to encourage outreach to underserved communities etc.</p> <p>Justice40 Initiative US Department of Transportation (recently updated)</p> <p>PROMISING PRACTICES FOR MEANINGFUL PUBLIC INVOLVEMENT IN TRANSPORTATION DECISION-MAKING</p> <p><i>See Public Participation Plan (PPP), Table 1 (pg. 9)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you.</p>	<p>Noted for next PPP update.</p>
<p>Heads up, feel free to reach out to deborah.benavidez@dot.gov for FHWA comments on the Title VI Plan.</p> <p><i>See Title VI Plan, Table 1 (pg. 9)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Ok, thank you.</p>	<p>None.</p>
<p>Adoption due date – September 17, 2024</p> <p><i>See Metropolitan Transportation Plan (MTP), Anticipated Completion Date of Next Update, Table 1 (pg. 9)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Yes.</p>	<p>None.</p>
<p>See this link for planning implementation for all PMs (GHG has not been added yet):</p> <p>LEARN THE TERRAIN - Study PBPP requirements in the FHWA/FTA planning rule - Roadmap - Performance Based Planning - Planning - FHWA (dot.gov)</p> <p><i>See Table 2: Performance Measure (PM) Reporting Status (pg. 10)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you.</p>	<p>Link noted for PMs.</p>
<p>Any initial ideas on how the MPO and board may approach targets?</p> <p><i>See Table 2: Performance Measure (PM) Reporting Status, GHG Emissions (pg. 10)</i></p>	<p>Ken Shonkwiler, ODOT</p>	<p>We are expecting to use ODOTs.</p>	<p>None.</p>

<p>Any remaining Census work needed?</p> <p><i>See Figure 2: BMPO Timeline of Major Tasks (pg. 11)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>MPO boundary expected to be finalized prior to Sept 2024 deadline.</p>	<p>None.</p>
<p>Please note the PEAs are note updated very often.</p> <p><i>See Planning Emphasis Areas (PEAs), par. 10 (pg. 12)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you.</p>	<p>None.</p>
<p>WE should probably discuss if your involvement in Bend-Sisters-Redmond [Active Transportation] AT study makes sense or if you have a desire to participant.</p> <p><i>See Table 3: BMPO Major Transportation Activities for FY24 and FY25, US97/Reed Market Rd Study (pg. 15)</i></p>	<p>Ken Shonkwiler, ODOT</p>	<p>Ok, thank you.</p>	<p>To follow up with ODOT staff.</p>
<p>Appreciate you adding FLMA - 23 CFR 450.316 (d)</p> <p>When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.</p> <p>Oregon may be participating in an FLMA Pilot, please let me know if there is interest.</p> <p><i>See: Task 1, Subtask A. Administrative Tasks, par. 5 (pg. 19), "Engagement of Tribes and FLMAAs..."</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thanks for the info. The MPA does not include federal lands. However, the MPO does reach out to the FS prior to the project application solicitation and during MTIP development, and to the FS and BLM during MTP development.</p>	<p>None. Expecting to discuss details at fed/state partners UPWP meeting on 2.8.24.</p>

<p>FLMA Consultation – FHWA’s Guidance is “Each MPO that has public land managed by a Federal land management agency within its planning boundaries shall, as appropriate involve the Federal land management agencies in the development of the MTP and the TIP.” However, if an MPO is adjacent to public land managed by a FLMA, then FHWA still recommends some level of consultation. Andrea - I would recommend documenting BMPO’s current level of consultation but am thinking the FLMA Pilot for Oregon would be a good learning opportunity. Ashley and I will be learning more about the pilot when we meet with Volpe, Western Federal Lands and HQ on February 21st. Note: No guidance available at this time.</p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you for confirming.</p>	<p>We will continue to document our efforts.</p>
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<p>Per requirement, MPOs and States must incorporate GHG Performance Measures and Progress in appropriate planning documentation two years from the publication of the GHG federal register (effective date January 8, 2024).</p> <p>Final Rule for Greenhouse Gas Emissions Performance Measure Effective January 8, 2024</p> <p>On December 7, 2023, the Federal Highway Administration (FHWA) published the final rule for the greenhouse gas (GHG) emissions performance measure in the Federal Register [88 FR 85364], with an effective date of January 8, 2024. The final rule provides State Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs) a national framework for measuring and reporting transportation related GHG emissions. More information is available here and here.</p> <p><i>See: Task 2, Subtask B. Performance Management Tracking & Reporting (pg.27)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you.</p>	<p>Noted.</p>
<p>Can you list the names of the grants and amount of funding? What's the MPOs roles on these grants? Any other grants? Any plans to apply or collaborate for other federal grants?</p> <p><i>See: Task 3, Subtask D. Bend Area Transportation Safety Action Plan (TSAP), TSAP update, par. 2 (pg. 37), "SS4a grants..."</i></p>	<p>Jasmine Harris, FHWA</p>	<p>These are Safe Streets for All (SS4A) grants. The award to the MPO is \$200,000. The MPO will lead the update to the Bend area Transportation Safety Action Plan (TSAP) and coordinate with the development of the update to the county's TSAP. No plans for other grants currently.</p>	<p>None.</p>

<p>How is the program going? ODOT's Carbon Reduction Strategy will be certified soon...!</p> <p><i>See: Task 3, Subtask H. Federal Carbon Reduction Program (CRP) (pg. 41)</i></p>	Jasmine Harris, FHWA	The administration of it was unique but worked out fine.	Expecting to discuss details at fed/state partners UPWP meeting on 2.8.24.
<p>Should be "counting" vs. "countering"</p> <p><i>See: Task 3, Subtask E, par. 2, line 7 (pg. 49)</i></p>	TPAU	Thank you.	Corrected.
<p>Thank you for continuing to document the BIL related 2.5% PL Funding Requirement.</p> <p>Does the overall PL funding amount match what was provided by Arlene?</p> <p><i>See: Table 15.1-3 footnotes, item 2 (pg. 54)</i></p>	Jasmine Harris, FHWA	None.	Expecting to discuss details at fed/state partners UPWP meeting on 2.8.24.
<p>2.5% Set Aside – FHWA is working on guidance and planning to have it "out for the FY 2025 funds" which would be any time before October 1, 2024. I will share this information as soon as it becomes available!</p>	Jasmine Harris, FHWA	Thank you.	None.
<p>Thank you for attaching the protocols!</p> <p><i>See: Appendix E: MPO UPWP Protocols (pg. 83)</i></p>	Jasmine Harris, FHWA	None.	None.

<p>Andrea - As a follow up to the Housing Federal Discussion, it seems any housing regulation will not be a requirement but rather optional and more towards the TMAs. This topic has not been brought up, and we aren't getting much information when I bring it up. FHWA's position is to recommend Housing Coordination etc. as long as it is connected to transportation to be eligible for PL funding. However, it would not be a compliance issue. Ashley shared this information at last week's MPO-ODOT-Transit Quarterly Meeting, and this is the link she also shared:</p> <p><u>PUBL058.PS (congress.gov)</u></p> <p>In general, I personally consider Housing more of a Federal Initiative such as Equity and was happy to see it here.</p> <p><i>See: 2021 Planning Emphasis Areas, Equity and Justice40 in Transportation Planning (pg. 91)</i></p>	<p>Jasmine Harris, FHWA</p>	<p>Thank you for the information.</p>	<p>None. Expecting to discuss details at fed/state partners UPWP meeting on 2.8.24.</p>
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APPENDIX E: MPO UPWP Protocols

MPO UPWP Protocols As of August 11, 2022

Purpose

The Unified Planning Work Program (UPWP) identifies the planning priorities and activities to be carried out by metropolitan planning organizations (MPOs) within a metropolitan planning area. The UPWP provides a description of the planning work and work products including agency work responsibilities, timeframes, and UPWP budget including cost estimates and funding sources in accordance with 23CFR 450.310 (a).

These MPO UPWP Protocols provides the Federal, State, and MPO stakeholders a transparent process timeline for the UPWP reviews for Federal approval. The purpose of these protocols is to ensure timely, constructive collaboration between the MPO, the Oregon Department of Transportation (ODOT) and Federal agencies in developing our respective planning work programs. All parties are working in good faith to ensure a full formal approval of the UPWP by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

UPWP Annual Process Timeline

Schedule	Responsible Party	Task
September/ October	ODOT Region	Work with MPO staff to share ODOT planning work plans for the coming fiscal year.
	MPO	<ul style="list-style-type: none"> Notify affected jurisdictions that draft UPWP narratives are due by December for the coming fiscal year. Begin developing key planning initiative concepts through their policy and/or technical committees as appropriate.
November/ December	FHWA and FTA	<ul style="list-style-type: none"> Provide any applicable Planning Emphasis Areas and Oregon Planning Focus Areas to ODOT headquarters (HQ), ODOT Regions, and MPOs. By November 30 – Approve draft UPWP meeting agenda
	ODOT HQ	<ul style="list-style-type: none"> Provide estimated funding allocations to MPOs based upon funding allocation methodology. Request from FHWA and FTA dates of availability for in-person UPWP reviews with MPOs between the month of February and if needed through the second week of March Schedule in-person review meetings with MPOs, FHWA, FTA, and ODOT Regional Staff.

Schedule	Responsible Party	Task
		<ul style="list-style-type: none"> Send notification (date, time and location of meeting) letter to MPO Directors to review before final letter is sent to FHWA, FTA and others. Send draft meeting agenda to MPOs
January	MPO	<ul style="list-style-type: none"> Three Weeks Prior to UPWP Meeting – For UPWP meetings scheduled in January, submit draft UPWP (including budget estimate) to ODOT HQ, FHWA, and FTA. By January 30 - For UPWP meetings scheduled in February, submit draft UPWP (including budget estimate) to ODOT HQ, FHWA, and FTA. Missing this deadline could result in your UPWP meeting being rescheduled.
	ODOT HQ	<ul style="list-style-type: none"> Distributes draft UPWP to ODOT Regions and HQ subject matter experts for review and comment. 1 Week Prior to UPWP Meeting - Consolidate all ODOT comments and distribute to the respective MPO staff a copy to FHWA and FTA.
	FHWA and FTA	1 Week Prior to UPWP Meeting - Provide comments to the respective MPO with a copy to ODOT HQ and ODOT Region.
January/February/March	All	By March 10 - Hold all in-person MPO UPWP meetings.
	MPO	Are responsible as part of the in-person meetings to assure they understand the various comments and recommendations received from ODOT, FHWA, and FTA.
March/April/ May	MPO	By March 15 - Prepare an amended UPWP based upon comments from ODOT, FHWA, and FTA and a Comment Response Log listing each comment received (written and from the in-person meeting and how it was addressed in the amended UPWP). It is anticipated this could be a simple table.
	MPO if using in-kind match	By April 1 - Submit documentation to ODOT HQ Program and Funding Services (PFS) to request approval to use in-kind donations to match Federal funds. Prior approval is required before the start of the state fiscal year.
	ODOT HQ, ODOT Region	By April 1 - Review the UPWP Comment Response Log to ensure the respective agencies comments were adequately addressed. If any agency has any outstanding

Schedule	Responsible Party	Task
		concerns, it is that agency's responsibility to work directly with the MPO to resolve them. ODOT HQ is responsible for sending the MPOs, FHWA & FTA a confirmation e-mail when all comments have been adequately addressed.
	ODOT HQ Program Funding Services (PFS)	By April 30 - Review in-kind donation match requests and notify MPO of approval/denial.
	MPO	By April 30 – UPWP budget must be finalized and transmitted to ODOT HQ to start the funding agreement process. In the event UPWP budget changes, the agreement may be amended after July 1. (<i>See attachment 1</i>)
	MPO	By May 20 - Transmit final UPWP, approved by their respective policy board, to ODOT HQ and Region. (to allow ODOT HQ enough time to get the agreements finalized and executed.)
	ODOT HQ	Prepare MPO funding agreements and ODOT Procurement Office sends to respective MPO for signatures.
June	ODOT HQ	By June 10 - Approve MPO's UPWP and submit to FHWA/FTA a letter saying the MPO meets all the planning and administrative requirements.
	FHWA and FTA	By June 15 - Send formal UPWP approval or conditional approval letters to ODOT HQ, applicable ODOT Region, and the respective MPO.
	MPO and ODOT	By June 30 - Complete signed funding agreements.
June 15 – 30	ODOT HQ	<ul style="list-style-type: none"> Request authorization of each MPO's PL/5303 consolidated planning project to FHWA in Financial Management Information System (FMIS). For MPOs using in-kind donations as match, include a request to use tapered match (if needed).
	FHWA	Review and approve/deny each FMIS request after verifying consistency with the approved UPWP.
Summer	ODOT, MPOs, FHWA and FTA	Meet to evaluate the effectiveness of the MPO UPWP Protocols, make changes as necessary.
End of State Fiscal Year	MPO if using in-kind match	August 1 - Submit final in-kind donation match approval documentation with appropriate supporting documentation of the actual amount of in-kind match acquired at the end of the fiscal

Schedule	Responsible Party	Task
		year to ODOT HQ Program and Funding Services (PFS) for approval.
	ODOT HQ Program Funding Services	Review in-kind donation match documentation and notify MPO of approval/denial.

MPOs to include in your UPWPs:

- Status of MPO documents (dates of adoption, update deadline, federal approvals/conformity determinations, etc. for MTIP, TIP, UPWP and PPP).
- Include ODOT led work in UPWP that falls in the MPO area.
- *(Optional)* In the event the MPO decides to not obligate all funding for the current fiscal year or de-obligate funds from their current fiscal year, know they will not spend it and/or move saving forward from the last fiscal year before it is closed for a project, please reference Attachment A.

***Authorization of Additional Key Numbers (KN):**

MPOs that choose to establish additional KNs for planning projects (beyond the PL/5303 consolidated planning project) are responsible for initiating the authorization process of those KNs and ensuring federal authorization prior to beginning work. Costs incurred prior to federal authorization are not eligible for federal reimbursement.

Schedule	Responsible Party	Task
Approximately 10 business days prior to desired project start date	MPO	Request authorization to ODOT Region MPO Liaison.
	ODOT Region MPO Liaison	Request authorization to ODOT Region STIP Coordinator.
	ODOT Region STIP Coordinator	Request authorization from ODOT PFS Unit.
	ODOT PFS Unit	Submit authorization request to FHWA in FMIS.
	FHWA	Review and approve/deny each FMIS authorization request after verifying consistency with the approved UPWP.
	ODOT Region MPO Liaison	Notify MPO the project is authorized, and they can proceed with work.
	MPO	Begin work on project after received confirmation of Federal authorization of the project.

Amending UPWP and aligning with STIP/IGA:

MPOs that need to amend their work program are responsible for initiating the authorization process and ensuring federal authorization prior to beginning work. Costs incurred prior to federal authorization are not eligible for federal reimbursement. An Amendment is required if the MPO is adding additional tasks or significant scope changes, additional funding, and or additional time.

Schedule	Responsible Party	Task
	MPO	Submit to ODOT Region MPO Liaison and FHWA review and approval for amending work plan. Request approval by the policy board. Adding federal funds to an approved UPWP budget means the MPO needs to show what additional work is being done and requires approval by FHWA & ODOT.
	ODOT Region MPO Liaison	Request amendment authorization to ODOT’s Region STIP Coordinator.
	ODOT Region STIP Coordinator	Request amendment authorization from ODOT PFS Unit.
	ODOT HQ	Submit an amendment letter to FHWA/FTA saying the MPO meets all the planning and administrative requirements for the additional funding.
	FHWA & FTA	Send formal UPWP approval or conditional approval amendment letters to ODOT HQ, applicable ODOT Region, and the respective MPO.
	ODOT PFS Unit	Submit authorization amendment request to FHWA in FMIS.
	FHWA	Review and approve/deny each FMIS authorization request after verifying consistency with the approved UPWP.
	ODOT Region MPO Liaison	Notify ODOT HQ PFS to amend the MPO funding agreement and ODOT Procurement Office sends to MPO for signatures.
	MPO	Begin work on amended project after received confirmation of federal authorization of the project.

Unified Planning Work Program (UPWP) Financial Protocols and Timelines

Purpose: This document will outline the protocols, business rules and timelines for establishing the baseline amounts for the development of the yearly UPWP documents with each metropolitan planning organization (MPO). This process will allow for more consistency, as well as allow better efficiency to ensure the UPWP agreements are executed in a timely fashion.

Timeline, Protocols and Business Rules:

As the UPWP ends on June 30th of every year, here is the timeline and protocol of events after June 30th:

- July 30

- MPOs submit final bills for work done during the prior fiscal year (Year 1)
- September
 - MPO begins process to close out prior year (Year 1) UPWP
- October
 - ODOT begins to close out the prior year (Year 1) UPWP with FHWA.
- November
 - MPO submits final UPWP closeout documents for prior year (Year 1) to ODOT
- November - December
 - ODOT provides record of close out of prior year (Year 1) to MPO
 - MPO and ODOT coordinate to review of the prior year (Year 1) records and reconcile the final financial numbers are accurate for both agencies.
- January
 - Any savings from the close out of the prior year (Year 1) UPWP will automatically be amended into the next year (Year 3) UPWP key number, unless otherwise directed from the MPO
 - Draft UPWP financials for following year (Year 3) will be based on the amounts after savings are added from prior year (Year 1)
- February - March
 - UPWP spring meetings for following year (Year 3) by March 15
- April
 - MPO will have the opportunity to forecast and determine if funding will be de-obligated from current year's (Year 2) UPWP and applied to the next year's (Year 3) UPWP. This action is the responsibility of the MPO to communicate with ODOT the amount for this transaction if the MPO chooses.
 - **April 30**, all financial figures are "locked in" for the next year (Year 3) UPWP to be reviewed by DOJ.
- June
 - UPWP agreement for next fiscal year (Year 3) is signed by MPO and ODOT for the start of July 1.

APPENDIX F: FHWA Planning Emphasis Areas

December 30, 2021

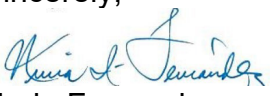
Attention: FHWA Division
Administrators FTA
Regional Administrators


Subject: 2021 Planning Emphasis Areas for use in the development of Metropolitan and Statewide Planning and Research Work programs.

With continued focus on transportation planning the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning are jointly issuing updated Planning Emphasis Areas (PEAs). The PEAs are areas that FHWA and FTA field offices should emphasize when meeting with the metropolitan planning organizations, State departments of transportation, Public Transportation Agencies, and Federal Land Management Agency counterparts to identify and develop tasks associated with the Unified Planning Work Program and the Statewide Planning and Research Program. We recognize the variability of work program development and update cycles, so we encourage field offices to incorporate these PEAs as programs are updated.

Please note that this letter is intended only to provide clarity regarding existing requirements. It is not binding and does not have the force and effect of law. All relevant statutes and regulations still apply.

Sincerely,


Nuria Fernandez
Administrator
Federal Transit Administration


Stephanie Pollack
Deputy Administrator
Federal Highway

Administration Enclosure

2021 Planning Emphasis Areas

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

FHWA divisions and FTA regional offices should work with State departments of transportation (State DOT), MPOs, and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national GHG reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate UPWP work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce GHG emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA's [Sustainable Transportation](#) or FTA's [Transit and Sustainability](#) Webpages for more information.

(See [EO 14008](#) on “Tackling the Climate Crisis at Home and Abroad,” [EO 13990](#) on “Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis.” [EO 14030](#) on “Climate-Related Financial Risk,” See also [FHWA Order 5520](#) “Transportation System Preparedness and Resilience to Extreme Weather Events,” FTA’s [“Hazard Mitigation Cost Effectiveness Tool,”](#) FTA’s [“Emergency Relief Manual,”](#) and [“TCRP Document 70: Improving the Resilience of Transit Systems Threatened by Natural Disasters”](#))

Equity and Justice⁴⁰ in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

[Executive Order 13985](#) (**Advancing Racial Equity and Support for Underserved Communities**) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+)

persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, which have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, [Executive Order 14008](#) and [M-21-28](#) provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new MTPs to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations.

A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots.

The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform [studies](#). These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands

Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the MTP and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.