

AGENDA

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Policy Committee

Wednesday, December 6, 2017 at 9:00 am

456 Fulton St, Suite 420

Peoria, IL 61602

-
1. Call to Order
 2. Roll Call
 3. Public Comment
 4. Approval of Minutes – November 1, 2017 Meeting
 5. Chairman’s Report
 6. Presentation of October Financial Report and Performance Report – *Memo*
 7. Approval of TIP Amendment – IDOT US 150 & IL 8 Safety Improvements
 8. Approval of TIP Amendment – IDOT IL 40 Resurfacing
 9. Approval of TIP Amendment – Chillicothe Main Street Resurfacing and Improvements
 10. Approval of Special Transportation Studies Requests – *Memo*
 11. Updates
 - a. FY18 Special Projects
 - b. Metropolitan Planning Funds
 12. Other
 - a. Next meeting scheduled for February 7, 2017
 13. Adjournment

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Minutes

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Policy Committee

Wednesday, November 1, 2017 at 9:00 am
456 Fulton St, Suite 420
Peoria, IL 61602

1. Call to Order

Chairman Morris called the meeting to order at 9:00 am

2. Roll Call

Member	Present	Absent	Member	Present	Absent
Kim Dvorsky, IDOT	x		Jim Ardis, City of Peoria		x
Terrisa Worsfold,* IDOT		x	Leon Ricca, Bartonville		x
Tom O'Neill, Peoria County	x		Bob Lawless,* Bartonville		x
Stephen Morris, Peoria County	x		James Dillon, West Peoria	x	
Greg Sinn, Tazewell County		x	Kinga Krider,* West Peoria		x
Mike Harris, Tazewell County	x		Jeff Kauffman, Village of Morton		x
Greg Menold*, Tazewell County		x	Ginger Herman,* Village of Morton		x
Doug Huser, Woodford Co.	x		Matt Fick Peoria Heights	x	
Donald White, Chillicothe		x	Kyle Smith,* Peoria Heights		x
John McCabe, City of Peoria	x		Fred Lang, Creve Coeur		x
Dave Mingus, City of E. Peoria		x	Terry Keogel* Creve Coeur		x
Jeff Eder*, City of E. Peoria	x		Gary Manier, Washington		x
Scott Reiese, City of Peoria	x		Jim Culotta,* City of Washington		x
Patrick Ulrich, City Manager		x	Sharon McBride, CityLink	x	
Chris Setti, * City of Peoria		x	Doug Roelfs* CityLink		excused
Nick Stoffer,* City of Peoria	x		Mark Rothert* City of Peoria	x	
Ross Black,* City of Peoria	excused		Mike Hinrichsen, Germantown Hills	x	

Staff: Abi-Akar, Harms, Martin, Lees, Bruner, and Miller. Also, present: Mike Vanderhoof- IDOT

3. Public Comment-none

4. Approval of Minutes – July 19, 2017 Joint Meeting

O’Neill moved to approve the July 19, 2017 minutes and Eder seconded. Motion carried.

5. Chairman’s Report

Morris reported on the following:

- There have not been Policy meetings due to lack of action items. No TIP amendments or pressing issues arose following the productive Joint Meeting in July.
- Hopes to finalize MOU soon. Has been talking to Commissioner that had concerns with MOU and feels that they agree on changes that will satisfy both parties. Final language will go through Full Commission then come back to Policy for approval.
- Eric Miller updated that FHWA and IDOT will undertake its quadrennial review of the MPO in February. He also mentioned that the Commission’s next meeting is scheduled for December 7. There is not one in November due to Thanksgiving.
- Hinrichsen requested that the final draft MOU be sent to PPUATS members for review.

6. Presentation of September Financial Report and Performance Report – Memo

Harms presented the September Financial and Performance report. The total FY18 budget is \$1,018,148. This includes the FY18 budget of \$787,861 plus carryover of \$230,287. As of the end of September 2017, PPUATS has expended 21% of its budget.

7. Approval of MPO Safety Performance Measure Targets – Memo

- Miller reported this is an action item from the Technical Committee for approval of MPO Safety Performance Measure Targets.
- Martin provided background and information for performance measures:
 - The two most recent federal transportation bills have mandated the use of performance measures to guide transportation decision-making.
 - Per federal requirements, States and MPOs must set annual performance targets in five categories. The first category required for adoption is Safety.
 - IDOT used 2008-2015 traffic safety data and the ordinary least square projection method to develop safety targets for 2017-2018.
 - The Technical Committee and Staff recommend using this methodology to determine targets for the PPUATS area, instead of developing a new method.
 - While IDOT will monitor MPOs’ progress on performance targets, success or failure will have no impact on PPUATS project funding or prioritization.
 - PPUATS will have the option to modify performance targets annually.
- Vanderhoof provided insight on IDOT’s reasoning for the targets and explained the reporting that IDOT will provide to FHWA regarding the State’s targets.
- Hinrichsen emphasized the insufficient funding available to maintain local roads, and highlighted the connection between roadway safety and system maintenance.

Hinrichsen moved to approve the MPO Safety Performance Measure Targets and McCabe seconded. Motion carried with Hinrichsen and Harris voting no.

8. Overview of Special Transportation Studies Program

Harms updated committee on the following:

- Since FY2016, PPUATS has set aside \$90,000 of PL-FTA funds for transportation studies to be performed by consultants. All PPUATS members are encouraged to make requests.
- FY16
 - Peoria Heights Commercial Corridor Studies
 - City of Peoria Bicycle Wayfinding Study
 - City of Peoria Sterling Ave Traffic Counts
- FY17
 - East Peoria Four Corners Parking and Traffic Study
 - Tazewell County Bicycle Wayfinding Study
 - Greater Peoria Multimodal Freight Growth Study
 - City of Peoria Traffic Counting for Signal Warrants
- FY18
 - Pekin Derby Street Corridor Plan and Revitalization Study
 - East Peoria Sidewalk Plan
 - Washington and East Peoria Transportation Plans
 - Chillicothe 4th Street Corridor Study

Harms then reported that PPUATS has additional uncommitted Special Studies funds in its FY18 budget that must be used by June 30, 2018. Miller said that Technical Committee members had been notified and invited to submit requests to Staff.

9. Updates

a. FY18 Special Projects

Harms reported on the following:

- City of Pekin Derby Street Corridor Study
- East Peoria Sidewalk Inventory
- East Peoria & Washington Transportation Comprehensive Plan Components
- City of Chillicothe 4th Street (IL Route 9) Corridor Study

b. Metropolitan Planning Funds

Harms updated on the Peoria Heights Commercial Corridor Study

10. Other

a. Next meeting scheduled for December 6, 2017-ok

- Vanderhoof reported on the following:
 - IDOT Freight Plan and Long-Range Transportation Plan
 - Performance Measures agreements
 - Eastern Bypass Corridor Study

11. Adjournment

Adjourned at 9:45 am

Respectively submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: October 2017 Financial Report and Performance Report
DATE: December 6, 2017

Action needed by Technical Committee:

Receive and file the October 2017 Financial Report and Performance Report.

Background:

The total budget for FY18 is \$1,018,148. This includes the FY18 budget of \$787,861 plus the carryover of \$230,287. As of the end of September 2017, PPUATS has expended approximately 30% of its budget.

FY18 + Carryover PL/FTA Budget – October 2017

	FY18 + CARRYOVER	Sep-17	YTD	% USED YTD	REMAINING
Salaries	\$356,333	\$29,770	\$119,015	33%	\$237,318
Fringe Benefits	\$92,132	\$8,080	\$30,232	33%	\$61,900
TOTAL SALARIES	\$448,465	\$37,850	\$149,248	33%	\$299,217
INDIRECT COSTS	\$250,647	\$21,120	\$83,280	33%	\$167,367
Direct Costs					
Travel/Training/Conferences	\$18,231	\$96	\$4,475	25%	\$13,756
APWA Conference	\$7,500		\$0	0%	\$7,500
Computer Hardware & Software	\$39,408		\$22,609	57%	\$16,799
Contractual - Engineering	\$24,092		\$0	0%	\$24,092
Contractual - Special Projects	\$190,305	\$4,850	\$25,850	14%	\$164,455
Audit	\$36,000	\$13,200	\$16,000	44%	\$20,000
Misc (Legal Notices, Printing)	\$3,500	\$45	\$2,697	77%	\$803
Retroactive Pay	\$0		\$0	0%	\$0
TOTAL DIRECT COSTS	\$319,036	\$18,191	\$71,631	22%	\$247,405
TOTAL	\$1,018,148	\$77,161	\$304,159	30%	\$713,989

PPUATS MONTHLY PERFORMANCE REPORT

October 2017

Management and Administration

- Hosted meeting of PPUATS Technical Committee
- Prepared financial records and developed drawdown request for IDOT funds
- Attended Peoria Chamber Transportation Committee meeting
- Attended Pekin Chamber Transportation Committee meeting
- Participated in monthly conference call of statewide HSTP Coordinators
- Hosted quarterly HSTP Subcommittee meeting
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee

Data Development and Maintenance

- Continued to maintain GIS system for the region
- Continued work on TCRPC/PPUATS website update
- Responded to technical assistance requests for GIS

Long Range Planning

- Continued to implement Regional Bicycle Plan

Short Range Planning

- Monitored progress of FY17 and FY18 Special Projects funds
- Researched and projected Safety performance measure targets
- Released RFPs/RFQs for special transportation planning projects
- Monitored and made administrative changes to TIP

Roadway	Existing	Proposed
Section(s):		
Functional Class:		
CRS/Year/Road Ride:		
Surface Type:		
ADT/Year/% Trucks:		
Pavement Width:		
Shoulder Width/Type:		
ROW/Roadway Width:		
Number of Lanes:		
No. of Intersection Improvements:		

Structure	
Bridge Number: _____	Overall Structure Condition: _____
Bridge Name: _____	Posted Load Limit: _____
Suff. Rating/Month/Year: _____	Width/Length (Existing): _____
Oper./Inv. Ratings: _____ TONS	Width/Length (Proposed): _____
Deck/Super/Sub/Rating: _____	

Structure	
Bridge Number: _____	Overall Structure Condition: _____
Bridge Name: _____	Posted Load Limit: _____
Suff. Rating/Month/Year: _____	Width/Length (Existing): _____
Oper./Inv. Ratings: _____ TONS	Width/Length (Proposed): _____
Deck/Super/Sub/Rating: _____	

Statement/Other Information:

**PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)
FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted TBD, 2017, as amended

Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
11/13/2017	From 2018	To 2021	Illinois Department of Transportation

PROJECT INFORMATION

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
IL40 Resurfacing	S-18-14	68D15	4-00020-0500	(43-1-CS)RS-4	IL40 (Knoxville Ave) from Corrington Ave to Pennsylvania Ave in Peoria	Resurfacing (3P)	NHPP	80%	\$ 1,760,000
							State	18%	\$ 405,000
							Local	2%	\$ 35,000
							Total		\$ 2,200,000

Reason for Amendment: Advance resurfacing project to 2018, adjust project limits, and update costs for project currently scheduled for 3/9/2017 letting.

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
							State		
							Local		
							Total		\$ -

Reason for Amendment:

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
							State		
							Local		
							Total		\$ -

Reason for Amendment:

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
							State		
							Local		
							Total		\$ -

Reason for Amendment:

Technical	11/15/2017
Policy	12/6/2017

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

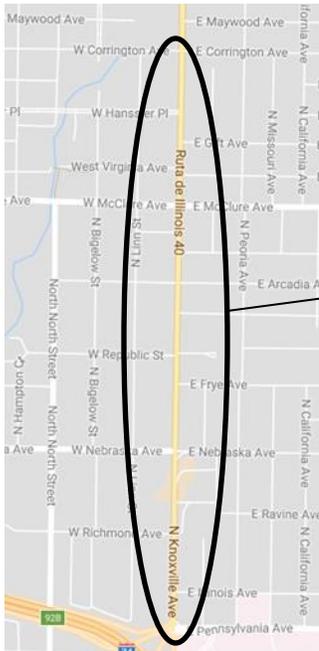
- NOTES:**
- 1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.
 - 2) Projects can be moved from Year 2 or 3 of the TIP into Year 1 with the approval of the implementing agency and the PPUATS POLICY COMMITTEE. The implementing agency may elect to change fund type with notification to the PPUATS POLICY COMMITTEE.
 - 3) The Excel document for this form uses formulas to calculate Funding Share % and Total Project Cost. These cells cannot be edited by default, to prevent accidental overwriting of these formulas. To override this protection in Excel 2010 and above, click on the "Review" tab and then click on "Unprotect Sheet."



Fiscal Year: 2018

Section Number: (43-1-CS)RS-4

Location Map:



Project Location

Program Category: Pavement Preservation
 Marked Route(s): IL 40
 Key Route(s): FAP 646
 County(ies): Peoria
 Location: IL 40 (Knoxville Ave.) from W Corrington Ave. to Pennsylvania Ave.
 Miles: 1.18
 Bridge Number(s): 0
 Legislative District(s): 92nd / 46th
 Congressional District(s): 17th
 Urban Areas: 4590 – Peoria
 City(ies): 4590 – Peoria
 Letting Date: March 9, 2018

Improvement Description:

Resurfacing on IL 40 (Knoxville Avenue) from W. Corrington Avenue to Pennsylvania Avenue.

Estimated Cost (\$2,110,000)

Type of Work	FHWA	%	STATE	%	LA	%	TOTAL
Participating Construction:	1,760,000	(80)	405,000	(20/10)	35,000	(10)	2,110,000
Non-Participating Construction:		()		()		()	\$0.00
Preliminary Engineering:		()		()		()	\$0.00
Construction Engineering:		()		()		()	\$0.00
Right of Way:		()		()		()	\$0.00
Railroads:		()		()		()	\$0.00
Utilities:		()		()		()	\$0.00
TOTAL:	1,760,000		405,000		35,000		2,110,000

COMMENTS:

Local participation for traffic signal improvements.

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LA share is dependent on the final Federal and State participation. The actual cost will be used in the final division of costs for billing and reimbursement.

Roadway	Existing	Proposed
Section(s):		
Functional Class:		
CRS/Year/Road Ride:		
Surface Type:		
ADT/Year/% Trucks:		
Pavement Width:		
Shoulder Width/Type:		
ROW/Roadway Width:		
Number of Lanes:		
No. of Intersection Improvements:		

Structure	
Bridge Number: _____	Overall Structure Condition: _____
Bridge Name: _____	Posted Load Limit: _____
Suff. Rating/Month/Year: _____	Width/Length (Existing): _____
Oper./Inv. Ratings: _____ TONS	Width/Length (Proposed): _____
Deck/Super/Sub/Rating: _____	

Structure	
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FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted TBD, 2017, as amended

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DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
11/17/2017	From 2018	To 2021	City of Chillicothe

PROJECT INFORMATION

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Main Street Improvements	ITEP-18-02			16-00045-01-SW	Main St (IL29) from Poplar St to Margaret St in Chillicothe	Right of way, engineering, roadway surfacing, sidewalk construction, lighting construction utility construction	ITEP	33%	\$ 1,928,300
							State	35%	\$ 2,091,500
							Local	32%	\$ 1,873,300
							Total		\$ 5,893,100
Reason for Amendment:		Project was awarded ITEP grant and is scheduled for June 2018 letting.							

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
							State		
							Local		
							Total		\$ -
Reason for Amendment:									

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
							State		
							Local		
							Total		\$ -
Reason for Amendment:									

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							State		
							Local		
							Total		\$ -
Reason for Amendment:									

Technical	N/A
Policy	12/6/2017

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

- NOTES:**
- 1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.
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MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: Special Transportation Studies Submissions
DATE: December 6, 2017

Action needed by Policy Committee:

Approve Special Transportation Studies requests

Background:

Staff has determined that approximately \$88,000 identified in the FY18 PL-FTA budget for “Contractual – Special Studies” is currently uncommitted. In October, staff invited PPUATS members to submit funding requests for consultant transportation studies that could be completed by June 30, 2018. The Technical Committee evaluated these requests at its November meeting.

Because a recommendation to the Policy Committee was not identified on the meeting agenda, the Technical Committee has no formal recommendation. However, upon review the Technical Committee reached consensus prioritizing two projects, the City of Peoria Downtown Wayfinding Plan (\$58,000) and the East Peoria ADA Compliance Plan (\$30,000). Technical Committee members also reached the consensus opinion that the two remaining projects, the Pekin On-Road Bike Plan and the Bartonville Traffic Signal and Street Light GIS Study, be prioritized during the regular FY19 Special Transportation Studies program.

A listing of the study requests is below. Selected studies are highlighted. Requests received by staff are attached.

Submitted Requests:

Community	Study	Performed by	Cost
Peoria, City of	Downtown Wayfinding and Signage Plan	Consultant	\$58,000
East Peoria	ADA Compliance Plan	Consultant	\$30,000
Pekin	On-Road Bike Plan	TCRPC Staff	\$20,000
Bartonville	Traffic Signal and Street Light GIS Study	Consultant	\$30,000
Total Requests			\$138,000

Attachments – Special Transportation Studies requests

DEPARTMENT OF PUBLIC WORKS

3505 N. Dries Lane
Peoria, IL 61604



October 24, 2017

Mr. Eric Miller
Executive Director
Tri-County Regional Planning Commission
456 Fulton St., Suite 401
Peoria, IL 61602



RE: SPECIAL TRANSPORTATION PLANNING PROJECTS – DOWNTOWN WAYFINDING AND SIGNAGE PLAN

Dear Mr. Miller and Members of the Selection Committee:

Please accept this document as an application for funding of a Downtown Wayfinding and Signage Plan for the City of Peoria through the Special Transportation Planning funds as discussed at the October PPUATS Technical Committee meeting.

The term “Complete Streets” describes a comprehensive and integrated transportation network that allows for safe travel for all users of all ages and abilities. For several years, the City of Peoria has been designing new roadway projects with these ideals in mind. Peoria’s City Council has adopted both a Complete Streets Policy and a Bicycle Master Plan, which further shows our commitment to Complete Streets concepts.

The City of Peoria strives to encourage healthy behavior throughout the community, which includes non-motorized transportation. We anticipate that non-motorized trips will continue to grow as we improve bicycle and pedestrian access. These additional trips will not only be recreational, but also for commuting to and from work and school, as well as shopping and dining. This will be especially true in our densely developed downtown, which includes the Central Business District, River Front, Warehouse District and hospitals. In anticipation of an increase in bicycle trips, the City has developed, through 2016 PPUATS Special Projects funding, a Bicycle Wayfinding Plan which, when implemented, will help guide bicyclists to major areas of Peoria.

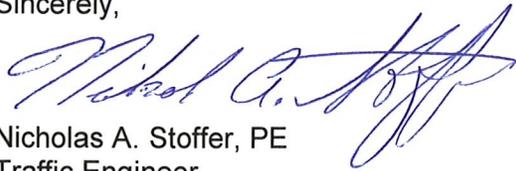
To further encourage pedestrian trips in our downtown and to enhance and promote pedestrian access and convenience, a Downtown Wayfinding and Signage Plan needs to be developed. Elements from the Bicycle Wayfinding Plan may be incorporated to help tie the overall city wayfinding together. This plan would include sign design for routing, wayfinding and distance to direct individuals around downtown Peoria, as well as give suggested sign locations. The overall plan should incorporate signage to route motorists to large venues and off-street parking, which will make the driving trips more efficient, reducing the vehicle impact to our urban core. The plan development will need to include public involvement for greater community buy in. The plan would need to be flexible to accommodate future expansion into other parts of Peoria. Finally, the plan must include a suggested implementation strategy component.

City of Peoria
Public Works Department
3505 N Dries Lane
Peoria IL 61604

The City of Peoria commits to completing this planning project, if funding is granted, by June 30, 2018. The anticipated budget for the proposed Downtown Wayfinding and Signage Plan project is \$50,000 - \$75,000 for sign design, wayfinding, as well as a map of recommended sign locations, by type. We understand that you will receive many worthwhile special project applications and are willing to discuss a local cost share to help make the funds go farther in our region. We anticipate that the full implementation of a proposed Downtown Wayfinding and Signage Plan will be made with City of Peoria funds, which are subject to budget and staff scheduling and may require multiple years for completion.

We feel that this project meets many of the goals of the Fast Act and our Long Range Transportation Strategies and would be a benefit to our region. We are grateful for the opportunity to submit this project for funding consideration and anticipate learning of your findings. If I may be of assistance, or you require additional information, please do not hesitate to contact me at 309-494-8823 or at nstoffer@peoriagov.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nicholas A. Stoffer".

Nicholas A. Stoffer, PE
Traffic Engineer
City of Peoria
Public Works Department
3505 N. Dries Lane
Peoria, IL 61604

SCOPE OF WORK

TRAILS AND GREENWAYS PLAN: Pekin

Pursuant to the terms of the Illinois Department of Transportation (IDOT) requirements for Planning Funds FY 2017/2018, Tri-County Regional Planning Commission (TCRPC) staff agrees to the following Scope of Work:

I. Statement of Purpose

The purpose of the Scope of Work is the development of the proposed plan for On-Road Bike infrastructure in Pekin. The proposed project is to be performed for TCRPC staff for \$20,000 pursuant to the funding agreement for the Planning Funds FY 2017/2018 provided by IDOT. The goal of the plan is to support economic vitality, enhance the integration and connectivity within Pekin, protect and enhance the local transportation mobility, and improve the quality of life for Pekin residents. TCRPC agrees to administer and complete the proposed project for the fulfillment of the requirements and objectives of Rural Planning Funds FY 2017/2018.

II. Deliverables

TCRPC will provide the planning services for the On-Road Bike Plan determined by IDOT and community recommendation. The services provided will include the following:

Phase I

Tasks:

1. Creation of Project Steering Committee - The proposed membership of the Steering Committee is:

- Representatives from the existing bicycle clubs
- Local government staff representing the county and any municipality impacted by the plan
- Local parks and recreation staff and state trails program staff
- Local school district representatives
- Tazewell County Health Department
- IDOT Division of Bicycle and Pedestrian Transportation staff

2. Development of Project Landing Page and Social Media Plan - Development of website landing page on ci.Pekin.il.us to disseminate information, collect input and comments, and host discussions and surveys. Landing page and social media site(s) will be a venue for posting meeting and contact information.

3. Data Collection – The following will be collected in the planning area:

- Existing conditions –widths for potential and selected corridors, existing bicycle facilities, speed limits, traffic, scheduled roadway projects – widening, new facilities, bridges, and resurfacing. Obtain right-of-way data for potential road projects.
- Potential on-road bike lanes and bike route corridors, including utility easements and other potential opportunities for connectivity.

- Scheduled bicycling infrastructure projects, including information on scheduled on-road projects (highway, bridge and bicycle improvement projects).
- Existing bicycle and greenway plans
- Constraints, barriers or gaps in the existing on-road system in Pekin
- Bicycle accident data
- Digital elevation – to generate elevation profiles
- Rider Profiles

4. Initial Public Input – A survey instrument will be developed to gather public input on the following:

- Current riding routes
- Common origins and destinations
- Profile of bike users
- Perceived obstacles and barriers
- Desired improvements (type and locations)

Phase I Deliverables:

- Roadway data
- Scheduled roadway project details
- Scheduled greenway/off-road trail project details
- Existing trail and greenway plans
- Summary of local ordinances and policies
- Public survey results
- Base mapping

Phase II

From the collected data and public surveys, planning staff working on the project will develop project goals and objectives to be vetted by the steering committee. The project scope will be established. On-road bike network routes that would meet the project goals and objectives and connect the regional activity centers will be identified. Planning staff will perform reconnaissance on the potential on-road bike network, analyzing for hazards and frequency of use. Photos will be taken to illustrate typical facility types, roadway conditions and hazards in the location. Right-of-way and will be researched for on-roadway sections, .

Tasks:

1. Development of Project Goals and Objectives - Steering Committee will analyze roadway data, project information, existing plans, and public survey results to develop goals and objectives. A project scope (i.e., extent of bicycle network) will be established.
2. Determination of Potential Corridors/Routes - Routes that meet the project goals and objectives will be identified.

3. Reconnaissance of Potential Corridors/Routes – Routes will be analyzed for the following: sight distance, grade, and hazards.
4. Data Collection of Potential Corridors/Routes - Existing rights-of-way will be determined for the potential on-road routes.
5. Development of Ranking System to Prioritize Routes
6. Research of Ordinance and Policy Measures to Promote Cycling
7. Research Education Programs - Educational programs from other jurisdictions will be evaluated to develop education best practices. Education programs will be sought that address both cyclist behavior and motorist behavior.
8. Research of Cost Estimates for Roadway Improvements and New Facilities - Per-mile cost estimates will be developed for roadway retrofits (trail/greenway additions, improvements), trail accommodations in new roadway construction, new off-road routes, and bridges.

Phase 2 Deliverables:

- Goals and objectives
- Catalog of potential routes
- Analysis of potential routes
- Photographs of existing conditions
- Mapping of potential routes
- Right-of-way data
- Ranking system
- Regulatory/policy best practices
- Education best practices
- Cost Estimates

Phase III – Preliminary Plan Development

Based on analysis of data, the ranking system, and public comment, a draft of the plan will be developed. Design guidelines will be adopted for the regional greenways and trails network to ensure consistent implementation as part of future roadway improvement projects and stand-alone greenways and trails projects.

In addition, the Phase 3 Draft and Final Plan will:

- Ensure that for each project identified any constraints that may hinder project development/implementation are also discussed
- Be clear that routes do not necessarily have to be recommended at all locations where facilities are needed and recommended. While the plan will serve a recreational and economic purpose, we want to also ensure that it is able to meet the needs of certain utilitarian users (which may or may not be part of a signed route).

Tasks:

1. Development of Draft Pekin On-Road Bike Plan for revisions
2. Corridor/Route Prioritization – Recommended corridors/routes will be ranked using the approved project prioritization criteria. Rankings will be used to group projects into short, medium, and long-term needs. Additionally, projects will be grouped into types (i.e. bicycle lane, shoulder improvement, bridge, new roadway construction project, off-road trail, etc.) Further, a few potential scenic bikeways will be identified based on certain scenic criteria and committee input. Project cut-sheets will be provided for local governments with critical projects with more detailed descriptions.
3. Funding Sources and Timeline for Priority Corridors – Details of potential funding sources and tentative timelines for priority corridors will be developed.
4. Development of Design Guidelines for On-Road Bike network- Guidelines for design of on-road bike infrastructure will be developed based primarily on existing IDOT standards.
5. Public Workshop – A public workshop along with additional focus group meetings will be held at various locations in the community. At the workshops, participants will be asked to provide input on the following: Recommended routes network, individual route segments, and recommended design guidelines.
6. Research of Funding Sources for Bicycle Facilities - Details of available funding sources for bicycle projects will be developed. Details of funding sources will include:
 - Applicability to identified projects
 - Eligible recipients of funds
 - Funding cycles
 - Matching requirements

Phase 3 Deliverables:

- Draft of Pekin On-Road Bike
- Mapping of recommended routes network
- Mapping of individual route segments
- Design guidelines
- Prioritization of projects
- List of available funding sources

Phase IV – Plan Creation and Finalization

Review and summarize the comments received from public workshop in Phase 3 and incorporate any necessary changes to the draft plan. Identify practical implementation strategies, including implementation agencies and tracking procedures.

Tasks:

1. Development of Regulatory and Policy Recommendations – based on input from the public, stakeholders, steering committee and data collected.

2. Development of Education Recommendations – based on input from public, stakeholders, steering committee and data collected.
3. Development of Signing and Branding Plan – includes creation of a logo, recommended policies for use of the logo on signing and branding, and identification of preferred sign locations
4. Refinement of Pekin On-Road Bike Plan– Finalize plan documents by including recommendations. Make any additions, deletions, or changes based on public input workshops. Create a matrix that depicts project implementation actions and tracking procedures and identifies implementation agencies. The steering committee and IDOT will have a minimum of three months to review the draft plan and make comments before adoption.

Phase 4 Deliverables:

- Regulatory and Policy Recommendations
- Education Recommendations
- Signing and Branding Plan
- Revised Draft Pekin Trails and Greenways Plan

Phase V – Adoption

TCRPC staff will schedule presentations of the Pekin On-Road Bike Plan to the City’s planning board as well as City Council.

Tasks:

1. Presentation of Pekin On-Road Bike Plan to municipal planning boards

Presentation of Pekin On-Road Bike Plan to municipal and county governing boards – adoption of the plan by governing boards. Adoption by City of Pekin
2. Presentation of Pekin On-Road Bike Plan to the MPO– recommendation for adoption by the MPO and adoption of the plan by the MPO.
3. Distribution of Plan – Publish digital and hard copies of all plan documents for distribution.

Phase 5 Deliverables:

- Printed hard copies of adopted plan and executive summary – each plan will include maps of the network and segments.
- Digital version of adopted plan, executive summary and maps in PDF format
- Digital version of adopted plan, executive summary and maps in editable
- All GIS data compiled and generated for the plan collected in a geodatabase.
- All steering committee meeting agendas, minutes and handouts, public workshop attendee lists, summaries and survey results.
- Publication of all plan documents on the project website.

Additional Requests – FY18 PL-FTA Planning Dollars

East Peoria ADA Plan Data Collection and Plan Development (\$30,000)

The project consultant will inventory and review all ADA ramps in the City of East Peoria as well as identify any future locations where these are needed to be installed. An ADA Accessibility Transition Plan will be created.

Bartonville Traffic Signal and Street Lights Study (\$30,000)

The Village of Bartonville would like to request planning dollars for the inventory and creating a GIS layer for traffic signal and street lights. This is a matter of safety for unknown and unnecessary delays when contractors dig in the roadway and hit unknown electrical lines associated with traffic signals and street lights. The estimated cost is \$30,000.