

BATTLE CREEK AREA TRANSPORTATION STUDY (BCATS)

UNIFIED WORK PROGRAM

FY 2024

BCATS

MAY

2023

601 Avenue A
Springfield Michigan 49037
Phone: (269) 963-1158
Fax: (269) 963-4951
e-mail: bcats@bcatsmpo.org
website: <https://www.bcatsmpo.org>

INTRODUCTION

The Unified Work Program (UWP) is an outline of the activities and budgets for the Battle Creek Area Transportation Study (BCATS) for the appropriate fiscal year. It identifies the planning work to be undertaken in the Battle Creek metropolitan area to carry out the urban transportation planning process specified in the federal Bipartisan Infrastructure Bill (BIL)/Infrastructure Investment and Jobs Act (IIJA) of 2021, its referenced predecessors, extensions, successors and any associated DOT regulations. This document includes budgets, schedules, responsible agencies, and distribution of funding and expenditures among agencies. Additional information and/or detail about the BCATS' structure, organization or work activities is available from the BCATS office.

This report partially fulfills work item 4.0100 (Program Development and Management) of BCATS' UWP for FY 2023. The document was funded, in part, through grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the U.S. Department of Transportation under one consolidated planning grant through the FHWA. The views and opinions of the authors expressed herein do not necessarily state or reflect those of the Michigan Department of Transportation or the U. S. Department of Transportation. Additional funds for the preparation of this document were provided by the Cities of Battle Creek and Springfield and Calhoun County on behalf of the Calhoun County Road Department. The document was prepared by Patricia Karr, Executive Director at BCATS.

The FY 2024 Unified Work Program was approved by the Battle Creek Area Transportation Study Policy Committee on May 24, 2023.

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601 Avenue A, Springfield, MI 49037

Telephone: (269) 963-1158

Fax: (269) 963-4951

e-mail: bcats@bcatsmpo.org

website: <https://www.bcatsmpo.org>

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BATTLE CREEK AREA TRANSPORTATION STUDY TRANSPORTATION PRIORITIES

Each year, the anticipated work activities for the upcoming year are matched with the items, or focus areas, that are important to the BCATS area. This is done with the "systemwide" items to ensure that the planned work items will be adequate. The systemwide focus areas recognize pending regulation, projects, and federal/state emphasis areas. In addition, a listing of "specific" focus areas is developed which relates to the monitoring of conditions on major corridors in the BCATS area, as well as consideration of possible developments that are seen as potentially impacting transportation in a significant way on the BCATS system. In identifying these specific areas, BCATS can tailor its activities to make sure that the appropriate level of data collection and other study is accomplished each year related to these issues, as necessary.

FOCUS AREAS

WORK ITEMS ADDRESSING ISSUE

Systemwide

2045 Metropolitan Transportation Plan maintenance	1.0000, 2.0428, 2.0618
Performance-Based Planning and Programming	1.0000, 2.0428, 2.0501, 2.0618
Implementing and Monitoring the 2023-2026 TIP	1.0000, 2.0501, 3.0000
Safe & Accessible Transportation Options	1.0000, 2.0501, 2.0641
Safety Conscious Planning/Safety Education	1.0000, 2.0618, 2.0641, 3.0000
Asset Management	1.0000, 10040M, 2.0618
I-94 and I-194 Corridors	1.0000, 2.0428, 2.0618, 2.0643
Traffic Count Program	1.0000
Public Participation	2.0501, 2.0618, 3.0000
Freight Planning	1.0000, 2.0643
Air Quality	2.0428, 2.0618, 2.0619, 2.0645
2020 U.S. Census ACUB boundary review with MDOT	1.0000, 2.0618
MIRE and Travel Information unit - MDOT	1.0000

Specific

Corridor Monitoring of Major Facilities

I-94/I-194	I-94 BL east and M-96 (E. Michigan Avenue)
M-96 (Columbia Avenue)	I-94 BL west and Skyline Dr./Hill Brady Road (NHS)
Beckley Road/B Drive North	Glenn Cross Road extension possibility
M-66 north (Capital Avenue NE)	M-96 (Dickman Road) Non-Motorized Corridor
M-96 (Columbia Ave.)	I-94/Capital Avenue Interchange – I-94 Bridges

Developments and Other Areas to Consider

Ford Blue Oval Battery Park Michigan in Marshall Township
 Potential Housing Developments as a result of the Ford Battery Park
 Downtown Battle Creek Continuing Redevelopment
 Lakeview Square Mall Redevelopment (Horrocks location at the Mall)
 Tribal Casino/Hotel – additional hotel tower open and other ancillary development
 Fort Custer Industrial Park Plans/Military Plans along Skyline Drive, new roundabout
 Airport industrial development

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2024 UNIFIED WORK PROGRAM
OUTLINE OF WORK ACTIVITIES**

- 1.00 DATA COLLECTION AND ANALYSIS**
 - 1.0000 Data Collection and Analysis
 - 1.0040M Asset Management (MDOT funded Project)

- 2.04 LONG RANGE TRANSPORTATION PLANNING**
 - 2.0428 Long Range Transportation Planning

- 2.05 SHORT RANGE TRANSPORTATION PLANNING**
 - 2.0501 Transportation Improvement Program
 - 2.0520 Short Range Transit Planning

- 2.06 OTHER PROJECTS, STUDIES, AND PLANNING EFFORTS**
 - 2.0618 Coordination with Statewide Planning
 - 2.0619 Special Studies
 - 2.0641* Safety Conscious Planning
 - 2.0643 Freight Planning
 - 2.0645 Air Quality Planning

- 3.00 PUBLIC INVOLVEMENT AND EDUCATION**
 - 3.0000 Public Involvement and Education

- 4.01 PROGRAM DEVELOPMENT AND MANAGEMENT**
 - 4.0100 Program Development and Management

*safe and accessible transportation options set-aside to be spent within this work activity

THE TRANSPORTATION PLANNING PROCESS

Background

In April, 2018, an updated “Memorandum of Understanding” (MOU) was executed between the Battle Creek Area Transportation Study (BCATS), Battle Creek Transit (BCT), and the Michigan Department of Transportation (MDOT), specifically to add references to the performance based planning process. This MOU updated the previous MOU from 2011 between the parties. The MOU frames the context of future planning activities involving the three agencies and promotes the 3-C (continuing, comprehensive and cooperative) nature of the ongoing planning process. The MOU commits BCATS, BCT, and MDOT to a common understanding of the scope and conduct of the process, as outlined in the MOU and summarized below:

- Jointly consider federal planning factors, performance measures, and targets, as outlined in the most current federal legislation and rulemaking
- Establish the MPO, with bylaws, boundaries, policies, and procedures for carrying out the planning process
- Development of the Unified Work Program, Participation Plan, consultation efforts, air quality planning (if applicable), long range Metropolitan Transportation Plan, Transportation Improvement Program, performance targets/reporting, and annual listing of obligated projects, consistent with federal regulations
- Development of transportation planning studies and project development
- MDOT calibration and joint maintenance and operation of the travel demand forecasting model for the BCATS’ area that is used for various activities

The MOU is distinct and different from the “Master Agreement” executed between MDOT and BCATS (which is re-executed every three years) that details the rights and responsibilities of the two agencies in areas such as billing, auditing, recordkeeping, etc. For the FY 2024 UWP, BCATS will be operating under a new Master Agreement covering the FY 2024-2026 time period.

BCATS has a separate additional MOU with the City of Battle Creek/Battle Creek Transit regarding the conduct of the planning process specific to public transportation, per the requirements of the Federal Transit Administration. That MOU was most recently updated in July, 2017.

On-going Process

The following activities will support the on-going planning process into the year 2024.

Planning Process Working Groups – BCATS, MDOT and the local agencies will participate in working group sessions for selected topics, as needed, related to the implementation of the various components of the planning process. An example of this activity were the working groups established by MDOT, with the MPOs, for addressing the requirements of performance-based planning target setting by the state, and in turn, the MPOs. Statewide groups are also working on aspects such as financial planning for long range plans and TIPs, as well as groups addressing the on-going use of the project database program termed JobNet maintained by MDOT. The statewide association of metropolitan planning agencies, the Michigan Transportation Planning Association (MTPA), also has subcommittees termed Technical Committee and Policy Committee to address issues impacting all MPOs. BCATS also participates in specific working groups associated with MDOT studies such as the I-194 PEL study started in FY 2023.

Development of Tools and Data for Analysis and Evaluation –

- BCATS' GIS program has the potential to be enhanced to incorporate additional information for use in future plan development and project evaluation
- BCATS will further utilize software in the areas of pavement evaluation (PASER) and vehicle crash data (RoadSoft, Michigan Crash Facts, or other) in the safety analysis process.
- Staff participation in conferences, seminars and webinars featuring work program topics
- BCATS will continue to support the Asset Management Council and its work
- MDOT will continue to provide early input opportunities for BCATS in the department's longer range planning and programming activities (ie; projects associated with the Rebuilding Michigan bond program or other state programs)
- BCATS staff will participate in training and other opportunities related to performance-based planning and programming as related to federal requirements for performance measures.
- BCATS staff will collect and submit data items for HPMS in conjunction with MDOT's HPMS coordinator, when requested. BCATS staff will participate in any HPMS training workshops held by MDOT.

BCATS' TIP Subcommittee Group – The primary function of BCATS' TIP Subcommittee group is to establish priorities for the development and amendment of the Transportation Improvement Program. The TIP Subcommittee Group also facilitates multi-jurisdictional projects such as joint roadway projects and areawide safety applications. In addition, the Subcommittee is a resource in the development and update of the BCATS' long range transportation plan.

Public Participation – Public participation activities are updated and evaluated in order to develop the best process. The BCATS Participation Plan (PP) was updated in FY 2021, approved by the BCATS Policy Committee on January 27, 2021..

Performance-Based Planning and Programming (PBPP) – FHWA and MDOT continue to sponsor trainings/programs that promote the further development of policies and practices that implement the federally mandated performance-based planning first contained in the MAP-21/FAST Act legislation and continued in the current Bipartisan Infrastructure Law.

Planning Program Emphasis Areas – the FY 2020-2023 TIP, approved in 2022, reflected the requirements of performance based planning and programming and performance targets, as does the FY 2023-2026 TIP, approved in May 2022. BCATS has recently acted to “support” several state target areas and local transit targets that have been updated by MDOT and the local transit operator. To the extent feasible, the federal and state emphasis areas presented to BCATS at the annual pre-Unified Work Program meeting were taken into consideration in the development of the program. For FY 2024, the federal emphasis areas continue to be: tackling the climate crisis-transition to a clean energy, resilient future; equity and Justice40 in transportation planning; complete streets; public involvement; Strategic Highway Network/U.S. Dept. of Defense coordination; Federal Land Management Agency coordination; planning and environmental linkages; and data in transportation planning.

The MDOT emphasis areas for FY 2023 have been presented as: maintenance of the FY 2023-2026 TIP; involvement in JobNet application enhancements; transit project accuracy in the TIP; identification of utilization of the 2.5% PL funds for safer and accessible transportation options across modes; review and update of Public Participation Plans; compliance with Transportation Performance Measures requirements; enhanced long range plan coordination between MDOT and MPOs; and focus on partnerships in the transportation planning process. Several MDOT

program areas have also provided the MPOs with focus area language for the FY 2024 UWPs. This includes the MIRE program, HPMS program, travel information unit, and transportation alternatives program. The information provided by those program areas is summarized below.

MIRE

Under federal reporting requirements: Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data under federal statute §924.17. MPO and local agency participation in the MIRE data collection process is considered part of the requirements in fulfilling data collection responsibilities to MDOT. MPOs are asked to coordinate with their local agencies and MDOT staff to perform annual maintenance and validating of six (6) data items. The six data items that local agencies and MPO staff will be requested to review will be: surface type, number of through lanes, access control, median type, facility type, and traffic control. The review of these data items will be done in Roadsoft. Deliverables to MDOT will be exported from Roadsoft.

HPMS

MDOT is required to submit Highway Performance Monitoring System (HPMS) data to fulfill federal reporting requirements under Title 23 U.S.C. S.315. HPMS has a variety of uses by FHWA, including: reports to Congress; transportation performance measures; apportionment of federal highway funds; highway statistics; research; and economic models, among others. MDOT requests MPO assistance with the HPMS process due to relationships with local road agencies and familiarity with the non-trunkline roadway system. Relative to the state's HPMS responsibilities, MPOs will support MDOT in its federal reporting obligations for the HPMS data collection program. MPOs will work with the HPMS team to update the sample file provided by MDOT in September of the year and will be asked to return the updated information by April 1st of the reporting year. The MPO will review sample sections along the non-trunkline roadway system only for data items that need updating. MPOs will attend training, as needed. The MPO may work with local road agencies in the effort to update the sample data.

TRAVEL INFORMATION UNIT

MPOs will support MDOT by aggregating, compiling, and storing non-trunkline traffic count data which is collected for ease of access by MDOT to that data. MPOs will be made aware of the timetable for the annual HPMS update request in order to facilitate timely submission of the data. MPOs are asked to provide MDOT each year with a listing of where traffic counts are anticipated to be collected for the MPO program so that MDOT will not duplicate counts at the same locations and the greatest number of traffic counts on non-trunkline and local roads can be accomplished.

TRANSPORTATION ALTERNATIVES PROGRAM

The Transportation Alternatives Program (TAP) is a federal funding program for alternative types of transportation projects such as sidewalks, non-motorized trails, etc. in each state. The larger MPOs, those over 200,000 population that are called Transportation Management Areas (TMAs), receive a direct allocation of TAP funds and are allowed to program those funds within the TMA. For the under 200,000 population MPOs, access to TAP funding is through a statewide competitive program administered by a division of MDOT. TAP program staff have requested that MPOs offer education opportunities for their members about the TAP program and other programs administered by the group to increase the number of applications submitted by local governments. The TAP staff can provide assistance to applicants regarding viability of potential projects, funding sources, and guidance through the application process.

FY 2023 UNIFIED WORK PROGRAM ACTIVITIES

1.0 SERIES – DATA

1.0000 Data Collection and Analysis

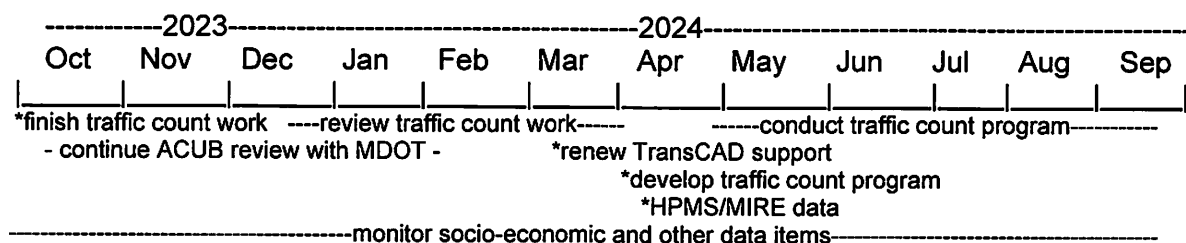
Lead Agency: BCATS
(with participation by the Calhoun County Road Department and the City of Battle Creek Public Works Department)

Purpose: Maintain files of current raw, processed and analyzed data for such as: socio-economic data, environmental justice data, traffic count data, road data elements, land use, housing data, transit data, natural resources environmental data, and freight data (as available). Collect and submit data in conjunction with MDOT's HPMS coordinator, as requested. Provide support to the Non-Trunkline federal-aid data collection program, as needed. Keep TransCAD software up-to-date and licensed. Continue evaluation of additional data needs for implementing performance-based planning and programming (PBPP) efforts. Work with MDOT on MIRE FDE data collection. In coordination with MDOT, conduct census activities related to results of the 2020 U.S. Census in the areas of urban area boundaries, adjusted census urbanized boundary (ACUB) and updated National Functional Classification (NFC) system.

Products:

- 2024 Traffic Counting Program (development and implementation)
- raw data for traffic counts, crash statistics, transit and other data
- safety and freight data, as available
- work with MDOT on area of local traffic counts/traffic count needs
- 2020 Census ACUB review/NFC impacts
- natural resources environmental related data, as needed
- annual TransCAD licensing for 2024
- HPMS data collection and training
- support of MDOT's planning efforts for collection/confirmation of MIRE FDE data

Timeline: This is a work activity that is ongoing during the course of the fiscal year, with some components occurring at the same time each year (for example: traffic count field work is generally conducted between May and September). A generalized timeline for activities within this item is shown below:



(*item generally conducted/concluded within the specific month where the asterisk * is shown)

1.0040 Asset Management – MDOT Funded Project

Lead Agency: BCATS
(with participation by the Calhoun County Road Department and the City of Battle Creek Public Works Department)

Purpose: Satisfy the requirements of P.A. 499 of 2002, and subsequent state legislation, for the fiscal year 2024 for the Asset Management program. Serve as coordinator for any data collection, review, distribution, and dissemination of pavement condition data within the BCATS area, as outlined in the Asset Management program guidelines revised by the Asset Management Council in March 2022 and included as Attachment B of this document.

Products:

- Staff training in PASER or other software, as needed and/or required
- PASER data collected on federal-aid eligible roads in the BCATS' area of responsibility (all participants), if a survey year (2024 is not a federal-aid survey year in the BCATS area), as prescribed by the Asset Management guidelines (Attachment B).
- Report of Asset Management activities
- Updated status report of Act 51 agency asset management activities and plans within the BCATS boundaries
- Solicit interest by the local agencies and support collection of non-federal aid local road data or culvert data by the City and/or County and provide financial reimbursement if the budget allows, according to the Asset Management guidelines
- Attendance at other Asset Management training, such as seminars, webinars, and conferences, as required

Timeline: The timeline for this project is dependent each year upon whether it is the year to complete the PASER field work within the BCATS area (which is every other year). In 2024, the federal-aid field work is scheduled for the portion of the county which is outside of the BCATS area. BCATS staff also conducts analysis work associated with collected PASER data. BCATS staff will assess, with the local agencies, the availability of funding for data collection on the non-federal aid local road system or for other assets during FY 2024.

-----2023-----						-----2024-----					
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
						*attend PASER training					
*possible attendance at Asset Management Conference (if held)											
-----compile, report, and assess prior PASER data-----											
-----assist local units with funding of non-federal data collection, if budget allows-----											

(*item generally conducted/concluded within the specific month(s) where the asterisk * is shown)

2.04 SERIES – LONG RANGE TRANSPORTATION PLANNING

2.0428 Long Range Transportation Planning

Lead Agency: BCATS

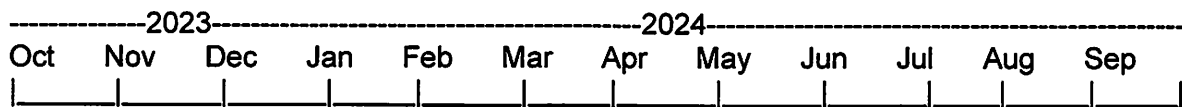
Purpose: Maintenance of the 2045 Metropolitan Transportation Plan (MTP) completed in February 2022. Update of System Performance Report (SPR) for 2024. Conduct any public participation efforts necessary for the 2045 MTP. Start the development of the travel demand model for MTP 2050 in coordination with MDOT SUTA.

Products:

- Maintain and monitor the 2045 Metropolitan Transportation Plan
- On-going review of any new long range planning requirements under federal regulations
- Complete 2024 System Performance Report (SPR)
- Work with MDOT SUTA on the road network data review and the approval of the base year SE and employment conditions for the MTP 2050 Travel Demand Model.

Timeline:

BCATS' update of the System Performance Report will be completed in the second quarter of the fiscal year.



*SPR completed

(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.05 SERIES – SHORT RANGE TRANSPORTATION PLANNING

2.0501 Transportation Improvement Program (TIP)

Lead Agency: BCATS

Purpose:

Monitor and implement the FY 2023-2026 Transportation Improvement Program (TIP), including amendments and administrative adjustments, including all associated materials, public notices, air quality reviews, and meetings.

Work with MDOT on the ongoing use of the automated database and S(TIP) process known as JobNet, monitor and process JobNet changes as they occur, and monitor JobNet enhancements.

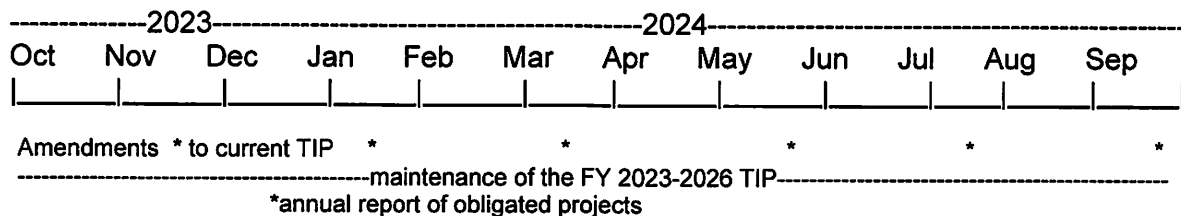
Prepare an annual listing of obligated projects for 2023, per federal requirements

Products:

- Amendments, as necessary (usually 5-6), for the FY 2023-2026 TIP
- Maintenance of the FY 2023-2026 TIP, through JobNet
- Status reports on TIP projects during the year
- Public participation activities, as needed
- Annual listing of obligated projects for 2023, as required by regulations
- Work with, and participate in, the MDOT JobNet process

Timeline:

Amendments to the FY 2023-2026 TIP will be scheduled for November 2023, January 2024, March 2024, May 2024, July 2024 and September 2024, unless deemed not necessary. The annual report of projects from the prior year is to be completed in November or December 2023.



(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.0520 Short Range Transit Planning

Lead Agencies: BCATS, with support from Battle Creek Transit (BCT)

Purpose:

Review of any transit studies as identified by staff and/or requested by BCT. BCATS staff participation on BCT's Local Coordinating Council. Monitor progress of BCT in completing required plans, studies, and transit specific federal requirements. Work with BCT and the human service agencies to maintain transit projects in the TIP. Assist BCT with implementing the changes anticipated in establishing a countywide transit authority, including support of a Congressionally Designated Spending project, if awarded. Support BCT with adoption of annual State of Good Repair targets and support of BCT's Transit Safety Targets. Support BCT in its work on a facility needs assessment and design project funded with state funding, if this proceeds.

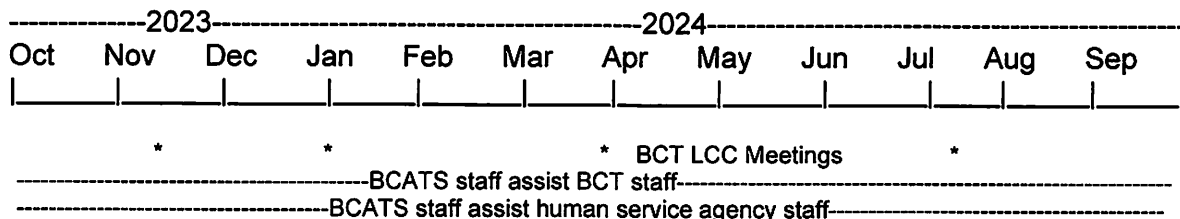
Products:

- Results of any significant transit studies
- Assistance to BCT and human service agencies with projects in the TIP, ie; JobNet changes
- Staff involvement with BCT committees
- Assistance to BCT in efforts to meet the transit performance-based planning requirements of the federal regulations, specifically safety and State of Good Repair targets
- Support of BCT needs assessments and projects that may develop
- Support of BCT efforts to implement a countywide transit authority

Timeline:

This work involves on-going interaction between BCATS and BCT staff. BCATS staff attends periodic meetings of the BCT Local Coordinating Council (LCC) meetings as a member of that Council.

Ongoing work is required to support BCT in meeting the requirements of the federal regulations.



(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.06 SERIES – OTHER PROJECTS, STUDIES, AND PLANNING EFFORTS

2.0618 Coordination with Statewide Planning

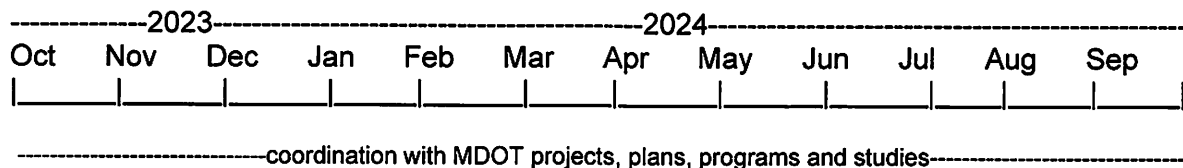
Lead Agency: BCATS

Purpose: Provide MPO input in the development of the State's plans and programs and work with the state to incorporate the Department's program development process with the BCATS' process. Coordination with state activities in the areas of: performance measures, air quality, asset management, and access management, as applicable. Also, work with MDOT on any studies of a long or short range nature undertaken by MDOT for any of the various transportation modes or for specific facilities within the BCATS area. Respond to any MDOT call for input on future state project development.

Products:

- Documentation of activities conducted under this activity
- Input to MDOT annual calls for projects, various funding programs
- Input to MDOT's Long Range Plan maintenance
- Input to MDOT studies for facilities within the BCATS area

Timeline: This activity responds to various MDOT activities during the year



(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.0619 Special Studies

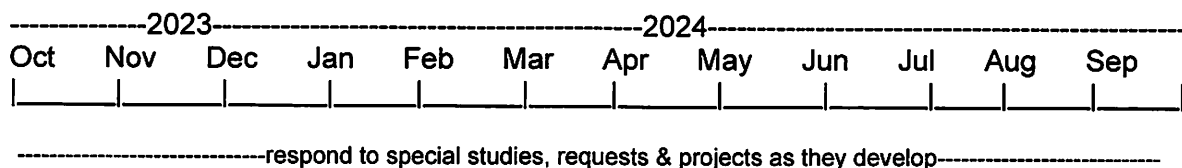
Lead Agency: BCATS

Purpose: Respond to unforeseen or special requests for data, information, or analysis related to transportation activities. Participate in or conduct studies related to any aspect of transportation/transportation planning not included in other work items. Respond to federal efforts in emphasis areas not included within other work activities, as issues arise.

Products:

- Documentation of activities conducted under this activity

Timeline: The entire year is the timeline due to the unknown nature of this item



(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.0641 Safety Conscious Planning

Lead Agency: BCATS

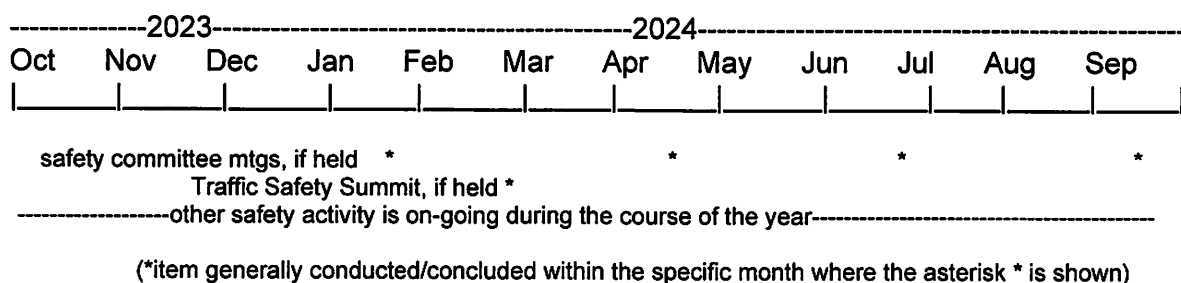
Purpose:

Respond to requirements of federal transportation legislation for consideration of safety projects and strategies. Incorporation of safety issues, analysis and projects into the core activities of the planning process. This activity may involve training sessions and outreach meetings across multiple disciplines. It will involve utilizing available resources related to safety issues. Assist local agencies with project development for local safety projects and funding applications. Conduct activities that will support the federal requirement for utilizing 2.5% of planning funds to address safe and accessible transportation options for all users.

Products:

- Documentation of trainings and meetings attended or forums held
- Documentation of any other safety activities
- Letters of support for local agency local safety project applications
- Documentation of activities to meet the 2.5% funding requirement for planning for safe and accessible transportation options for all users

Timeline: Regional Traffic Safety Network meetings may again occur several times each year post-pandemic
The Office of Highway Safety Planning safety summit occurs in March, if reinstated



2.0643 Freight Planning

Lead Agency: BCATS

Purpose:

Continue to monitor developments and issues related to freight planning and evaluate applicability to small urban areas. Coordinate with MDOT's work on Statewide Freight Planning. Respond to requests from FHWA or MDOT for freight data or surveys.

Products:

- Freight planning materials reviewed and/or sessions attended
- Results of any other freight related planning projects or data collection

2.0643 Freight Planning (continued)

Timeline: The timeline for this item is the entire year.

-----2023-----						-----2024-----					
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
-----freight planning as it develops-----											

(*item generally conducted/concluded within the specific month where the asterisk * is shown)

2.0645 Air Quality Planning

Lead Agency: BCATS

Purpose:

Work with MDOT, EGLE, FHWA, and EPA during FY 2023 relative to implementing any necessary air quality planning efforts to address Calhoun County's air quality designation as part of the Kalamazoo-Battle Creek Limited Orphan Maintenance Area (LOMA). A new conformity document should not be required in FY 2024. Respond to MDOT calls for development of projects to reduce air quality emissions under the Congestion Mitigation Air Quality (CMAQ) program, if applicable. Determine the requirements for the new Carbon Reduction Program and greenhouse gas performance measures, and the impacts for MPO planning.

Products:

- Participate and coordinate with KATS on IAWG efforts for FY 2023-2026 TIP amendments for both agencies. Monitor any need for updates to the conformity information for any TIP updates.
- Documentation of any materials developed related to air quality planning
- Implement response to federal requirements for greenhouse gas performance measures within the planning program.

Timeline: Respond when called upon to address air quality conformity issues and when any new performance measures requirements are released.

-----2023-----						-----2024-----					
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
	*		*		* IAWG for TIP		* amendments		*		*
-----monitor the CMAQ program-----											

(*item generally conducted/concluded within the specific month where the asterisk * is shown)

3.00 SERIES – PUBLIC INVOLVEMENT

3.0000 Public Involvement and Safety Education

Lead Agency: BCATS

Purpose:

Provide for the involvement of groups and individuals from various sectors in the activities of the Battle Creek Area Transportation Study. Disseminate information about BCATS and its activities to the general public. Further develop and maintain the BCATS website.

When possible, promote and conduct relatively low cost transportation and safety education efforts within the BCATS area in an effort to affect improvement in the operation and safety of the area's transportation system. Participate in traffic safety organizations, meetings, and conferences.

Seek out contact individuals from the Strategic Highway Network (STRAHNET)/U.S. D.O.D. and the Federal Lands Management Agency (FLMA) to include on BCATS' consultation list for future notices and involvement. Participate in forums designed to promote coordination with these agencies.

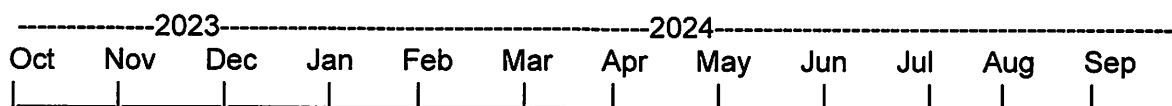
Note: BCATS' Participation Plan was updated January 27, 2021.

Products:

- BCATS' newsletter, published periodically
- Information to the public in general, groups, individuals, the media
- Citizen input
- Documentation of safety education activities and designated promotions conducted during the year
- Documentation of meetings and conferences attended
- Continued improvements to, along with maintenance of, the BCATS website
- STRAHNET/DOD and FLMA contact persons for consultation list

Timeline:

Public involvement is an activity conducted all year



..... National Drunk and Drugged Driving Prevention promotion

-----website maintenance and improvement-----

(*item generally conducted/concluded within the specific month where the asterisk * is shown)

4.01 SERIES – PROGRAM DEVELOPMENT AND MANAGEMENT

4.0100 Program Development and Management

Lead Agency: BCATS

Purpose:

To provide structure and an outline of the BCATS program through the Unified Work Program (UWP) document and on-going maintenance of that document

To provide efficient and effective management of the BCATS program and Committee operations (Technical and Policy Committees and subcommittees of these two groups)

Carry out all administrative functions necessary for the operation of the BCATS program

Complete all MDOT reporting requirements and documentation, including Title VI, DBE, and Final Acceptance Report

Products:

- FY 2024 UWP maintenance and amendment, as necessary
- FY 2025 UWP
- Annual certificate of indirect costs (included in the UWP)
- Documentation of Technical and Policy Committee meetings
- Progress and financial reports and billings
- Title VI and DBE submittals
- Review of 2023 financial records, including work on FY 2023 audit, and maintenance of FY 2024 financial records
- Final Acceptance Report to MDOT for 2023
- Additional materials and meetings as necessary

Timeline:

Program development and management is conducted throughout the year as it includes all overall administration of the program, billings, Committee meetings and required submittals to MDOT.

-----2023-----				-----2024-----							
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep

*Final Acceptance Report for FY 2023 completed and submitted end of Dec.

-- FY2023 audit work-----development of 2025 UWP-- Title VI annual submittal *
*DBE submittal *DBE submittal

-----monthly billing and progress reports to MDOT-----
-----Technical and Policy Committee meetings each month (unless cancelled)-----
-----maintenance of the 2024 Unified Work Program-----

(*item generally conducted/concluded within the specific month where the asterisk * is shown)

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2024 PROVISIONAL INDIRECT RATE**

<u>Direct Expenses</u>		<u>\$</u>
Staff Salaries		\$112,931
Fringe Benefits		\$87,347
Printing and Other direct		<u>\$9,000</u>
	Subtotal	\$209,278
<u>Indirect Expenses</u>		<u>\$</u>
Administrative Overhead*		\$89,378
Supplies		\$3,000
Postage		\$400
Professional Services		\$200
Training		\$1,000
Attorney Fees		\$1,200
Telephone - 2 accounts		\$2,400
Travel		\$4,000
Copy Services		\$200
Liability Insurance		\$2,600
Office Equip. Maintenance		\$800
Building Rental		\$4,000
Publications		\$400
Memberships/dues		\$100
Depreciation		\$500
Financial Services**		\$3,300
Audit		\$3,800
	Subtotal	<u>\$117,278</u>
	TOTAL	\$326,556

*includes \$50,398 in salary and \$38,980 in fringe benefits

**includes accounting, expense disbursements, payroll preparation & recordkeeping
services provided by the finance dept.

<u>Fringe Benefit Rate</u>		<u>% Fringe</u>	
Direct and Indir. Fringe Benefits	\$126,327		
Direct and Indirect Salaries	\$163,329	0.773449788	
	Direct	Indirect	
<u>Indirect Cost Rates***</u>	<u>Cost</u>	<u>Cost</u>	<u>% Indirect</u>
Dir. Sal., FB	\$200,278	\$117,278	58.557604929

This indirect Cost Rate proposal has been developed in accordance with the standards in 2 CFR 225 and in accordance with the BCATS Indirect Cost Allocation Plan – updated July, 2022

Attachment A

Certificate of Indirect Costs and Certification Regarding Lobbying

CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

1) All costs included in this proposal of May 24, 2023 to establish billing or final indirect costs rates for Fiscal Year 2024 (October 1, 2023 - September 30, 2024) are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR part 225, Cost Principles for State, Local, and Indian Tribal Governments (2 CFR 225). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Battle Creek Area Transportation Study

Signature: Patricia Karr

Name of Official: Patricia Karr

Title: Executive Director

Date of Execution: 5/24/23

Appendix A to Part 20 - Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his, or her, knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his, or her, knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed Patricia Karr Date 5/24/23

Patricia Karr, Executive Director
Battle Creek Area Transportation Study

Attachment B

MDOT Asset Management

Guidelines

(March 2, 2022 and revised May 3, 2023)



Asset Management Unified Work Program for FY23

The Transportation Asset Management Council (TAMC) approved this policy on March 2, 2022. Revised May 8, 2023 pending TAMC approval per TAMC action May 3, 2023 that the Asset Management Unified Work Programs be updated as it relates to local reimbursement of TAMC activities by the RPO/MPO to local agencies.

ASSET MANAGEMENT

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify under Public Act (PA) 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities are to provide TAMC reimbursement to local agencies including the following:

TASKS

I. Training Activities

- A. Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
- B. Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.
- C. Attending TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
- D. Attending TAMC-sponsored Asset Management Plan Development training seminars.

II. Roadway Inventory and Condition Data Collection Participation and Coordination

A. Federal Aid System:

1. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
2. Coordinate, participate and facilitate road surface data collection on no less than one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
3. Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University's Center for Technology and Training.

B. Non-Federal Aid (NFA) System:

1. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will allocate reimbursements for NFA data collection to PA 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work.
2. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 125 agencies.
3. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting NFA data.
4. Participate and perform data collection with PA 51 agencies on an as- needed basis for the data collection of Non-Federal Aid roads when requested.
5. The RPO/MPO will allocate funding for Non-Federal Aid data collection to PA 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work in accordance with Section VII (C).

III. Equipment

- A. Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
- B. Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.

IV. Data Submission

- A. Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- B. Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and NFA Roads.
- C. Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- D. Provide links on agency websites and reports to the TAMC website, interactive maps, and dashboards for the dissemination of roadway data.

V. Asset Management Planning

- A. Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
- B. Provide an annual reporting of the status of PA 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
- C. Provide technical assistance and training funds to PA 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.

VI. Technical Assistance

- A. Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- B. Integrate PASER ratings and asset management into project selection criteria:
 - 1. Analyze data and develop road preservation scenarios.
 - 2. Analyze performance of implemented projects.

VII. Bridge and Culvert Inventory and Condition Data Collection

- A. Provide administrative and technical assistance to PA 51 agencies and MDOT for reimbursement of TAMC funds for participation in data collection efforts for culvert inventory, condition assessment and data submission.
- B. Utilize TAMC reporting forms to communicate progress and expenditures of Public Act 51 agencies to assist TAMC in the Culvert Mapping Pilot Report.
- C. PA 51 agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. It is required that the RPO/MPO make a formal call for interest for bridge and culvert collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season.. The RPO/MPO decision on what requests for reimbursement are approved may consider available budget, absence, or age of bridge data to be collected and the last year of reimbursement to the road agency for that bridge data set.

Required Products

- I. PASER data for Federal Aid System submitted to TAMC via the IRT.
- II. PASER data for Non-Federal Aid System submitted to TAMC via the IRT.
- III. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator.
- IV. Create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and PA 51 Legal System; provide links to the Regional Annual Report on agency website and submit copies to TAMC Coordinator by April 1 of each year.
- V. Prepare a draft status report of PA 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year.

Attachment C
FY 2024 Unified Work Program
Financial Worksheets A - E

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2024 UNIFIED PLANNING WORK PROGRAM**

Schedule A--Work Item Budget by Agency (\$)

<u>ITEM #</u>	<u>ITEM DESCRIPTION</u>	<u>BCATS</u>	<u>BC PUBWKS</u>	<u>BC TRANSIT</u>	<u>CCRD</u>	<u>CITY SPR</u>	<u>TOTAL LOCAL</u>	<u>MDOT</u>	<u>GRAND TOTAL</u>
1.0000	Data Collection and Analysis	55,384	11,500	0	11,500	0	78,384	4,275	82,659
1.0040M	Asset Management MDOT Project	14,986	2,757	0	2,757	0	20,500	0	20,500
	1.00 Subtotal	70,370	14,257	0	14,257	0	98,884	4,275	103,159
2.0428	Long Range Transportation Planning	28,314	0	0	0	0	28,314	11,315	39,629
	2.04 Subtotal	28,314	0	0	0	0	28,314	11,315	39,629
2.0501	Transportation Improvement Program	57,744	0	0	0	0	57,744	20,613	78,357
2.0520	Short Range Transit Planning	11,767	0	0	0	0	11,767	4,149	15,916
	2.05 Subtotal	69,511	0	0	0	0	69,511	24,762	94,273
2.0618	Coordination with Statewide Planning	8,188	0	0	0	0	8,188	5,532	13,720
2.0619	Special Studies	6,384	0	0	0	0	6,384	1,257	7,641
2.0641	Safety Conscious Planning	17,776	0	0	0	0	17,776	4,028	21,804
2.0641a	Safety Conscious Planning (2.5% PL amt.)	5,654	0	0	0	0	5,654	0	5,654
2.0643	Freight Planning	4,640	0	0	0	0	4,640	882	5,522
2.0645	Air Quality Planning	10,073	0	0	0	0	10,073	8,800	18,873
	2.06 Subtotal	52,715	0	0	0	0	52,715	20,499	73,214
3.0000	Public Involvement and Education	29,679	0	0	0	0	29,679	9,806	39,485
	3.00 Subtotal	29,679	0	0	0	0	29,679	9,806	39,485
4.0100	Program Development and Management	75,967	0	0	0	0	75,967	10,561	86,528
	4.01 Subtotal	75,967	0	0	0	0	75,967	10,561	86,528
	TOTAL	326,556	14,257	0	14,257	0	355,070	81,218	436,288

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2024 UNIFIED WORK PROGRAM**

Schedule B--Major Category Budget by Agency (person-days)

ITEM #	WORK ITEM DESCRIPTION	MDOT	BCATS	B.C. PUBWKS/BCT	CAL. CO. RD. DEPT.	SPR	TOTAL
1.0000	Data Collection and Analysis	14.0	62.0	25.0	25.0	0.0	126.0
10040M	Asset Management MDOT Project	0.0	17.0	4.0	4.0	0.0	25.0
	1.00 Subtotal	14.0	79.0	29.0	29.0	0.0	151.0
2.0428	Long Range Transportation Planning	8.0	31.0	0.0	0.0	0.0	39.0
	2.04 Subtotal	8.0	31.0	0.0	0.0	0.0	39.0
2.0501	Transportation Improvement Program	33.0	64.0	0.0	0.0	0.0	97.0
2.0520	Short Range Transit Planning	7.0	13.0	0.0	0.0	0.0	20.0
	2.05 Subtotal	40.0	77.0	0.0	0.0	0.0	117.0
2.0618	Coordination with Statewide Planning	12.0	9.0	0.0	0.0	0.0	21.0
2.0619	Special Studies	2.0	7.0	0.0	0.0	0.0	9.0
2.0641	Safety Conscious Planning	6.0	24.0	0.0	0.0	0.0	30.0
2.0643	Freight Planning	1.0	5.0	0.0	0.0	0.0	6.0
2.0645	Air Quality Planning	14.0	11.0	0.0	0.0	0.0	25.0
	2.06 Subtotal	35.0	56.0	0.0	0.0	0.0	91.0
3.0000	Public Involvement	16.0	30.0	0.0	0.0	0.0	46.0
	3.00 Subtotal	16.0	30.0	0.0	0.0	0.0	46.0
4.0100	Program Development and Management	17.0	82.00	0.0	0.0	0.0	99.0
	4.01 Subtotal	17.0	82.00	0.0	0.0	0.0	99.0
	TOTAL	130.0	355.00	29.0	29.0	0.0	543.0
	Staff Currently Available	130.0	355.00	29.0	29.0	0.0	543.0

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2024 UNIFIED WORK PROGRAM**

Schedule C--Work Item Funding (\$)

ITEM #	WORK ITEM DESCRIPTION	FHWA SPR (MDOT)	FHWA CONSOLIDATED	STATE (MDOT)	LOCAL	TOTAL
1.0000	Data Collection & Analysis	3,499	64,158	776	14,226	82,659
1.0040M	Asset Management (MDOT funded project*)	0	0	20,500 *	0	20,500
	SUBTOTAL	3,499	64,158	21,276	14,226	103,159
2.0428	Long Range Transportation Planning	9,261	23,175	2,054	5,139	39,629
	SUBTOTAL	9,261	23,175	2,054	5,139	39,629
2.0501	Transportation Improvement Program	16,872	47,263	3,741	10,481	78,357
2.0520	Short Range Transit Planning	3,396	9,631	753	2,136	15,916
	SUBTOTAL	20,268	56,894	4,494	12,617	94,273
2.0618	Coordination with Statewide Planning	4,528	6,702	1,004	1,486	13,720
2.0619	Special Studies	1,029	5,225	228	1,159	7,641
2.0641	Safety Conscious Planning	3,297	14,550	731	3,226	21,804
2.0641a	Safety Conscious Planning**	0	5,654	0	0	5,654
2.0643	Freight Planning	722	3,798	160	842	5,522
2.0645	Air Quality Planning	7,203	8,245	1,597	1,828	18,873
	SUBTOTAL	16,779	44,174	3,720	8,541	73,214
3.0000	Public Involvement and Education	8,026	24,292	1,780	5,387	39,485
	SUBTOTAL	8,026	24,292	1,780	5,387	39,485
4.0100	Program Development and Management	8,644	62,179	1,917	13,788	86,528
	SUBTOTAL	8,644	62,179	1,917	13,788	86,528
	TOTAL	66,477	274,872	35,241	59,698	436,288

* MDOT providing the BCATS program with \$20,500 in "M" funds to support this activity - no local share is required.

** 2.5% of PL for Safe and Accessible Transportation included in this item

**SCHEDULE D
BATTLE CREEK AREA TRANSPORTATION STUDY**

**LOCAL SHARE FUNDING TABLE
FY 2024**

UNIT	Federally Required Cash Contribution	Total Cash Contribution
City of Battle Creek		
(55.98%* of \$55,524 for cash, plus	31,082	33,169
\$2,087 for CBC Public Works activity)	2,087	
Calhoun County/Calhoun County Road Department		
(38.40%* of \$55,524 for cash plus,	21,321	23,408
\$2,087 for CCRD specific activity)	2,087	
City of Springfield	3,121	3,121
(5.62%* of \$55,524 for cash)		
TOTAL	59,698	59,698

NOTES:

1. *Shares based on U.S. Census 2020 population figures

BATTLE CREEK AREA TRANSPORTATION STUDY - FY 2024 UNIFIED WORK PROGRAM
SCHEDULE E - DISTRIBUTION OF FUNDING TO LOCAL AGENCIES (page 1)

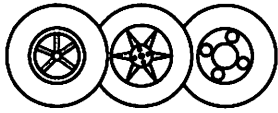
WORK ITEM #	WORK ITEM	BCATS			B.C. PUBLIC WORKS/BCT			SPRINGFIELD
		FHWA CON.	LOC.	MDOT*	FHWA CON.	LOC.	MDOT*	MDOT*
1.0000	Data Collection and Analysis	45,332	10,052	0	9,413	2,087	0	0
1.0040M	Asset Management MDOT Project*	0	0	14,986	0	0	2,757	0
	SUBTOTAL	45,332	10,052	14,986	9,413	2,087	2,757	0
2.0428	Long Range Transportation Planning	23,175	5,139	0	0	0	0	0
	SUBTOTAL	23,175	5,139	0	0	0	0	0
2.0501	Transportation Improvement Program	47,263	10,481	0	0	0	0	0
2.0520	Short Range Transit Planning	9,631	2,136	0	0	0	0	0
	SUBTOTAL	56,894	12,617	0	0	0	0	0
2.0618	Coordination with Statewide Planning	6,702	1,486	0	0	0	0	0
2.0619	Special Studies	5,225	1,159	0	0	0	0	0
2.0641	Safety Conscious Planning	14,550	3,226	0	0	0	0	0
2.0641a	Safety Conscious Planning**	5,854	0	0	0	0	0	0
2.0643	Freight Planning	3,798	842	0	0	0	0	0
2.0645	Air Quality Planning	8,245	1,828	0	0	0	0	0
	SUBTOTAL	44,174	8,541	0	0	0	0	0
3.0000	Public Involvement and Education	24,292	5,387	0	0	0	0	0
	SUBTOTAL	24,292	5,387	0	0	0	0	0
4.0100	Program Development and Management	62,179	13,788	0	0	0	0	0
	SUBTOTAL	62,179	13,788	0	0	0	0	0
	TOTAL	256,046	55,524	14,986	9,413	2,087	2,757	0

* MDOT providing BCATS with M funds to support this activity - no local share is required ** 2.5% of PL for Safe & Accessible Transportation Options included here

BATTLE CREEK AREA TRANSPORTATION STUDY - FY 2024 UNIFIED WORK PROGRAM
SCHEDULE E - DISTRIBUTION OF FUNDING TO LOCAL AGENCIES (page 2)

WORK ITEM #	WORK ITEM	CALHOUN CO ROAD DEPARTMENT			TOTAL BY FUNDING SOURCE			GRAND
		FHWA CON	LOC.	MDOT*	FHWA CON.	LOC.	MDOT*	TOTAL
1.0000	Data Collection and Analysis	9,413	2,087	0	64,158	14,226	0	78,384
1.0040M	Asset Management MDOT Project*	0	0	2,757	0	0	20,500	20,500
	SUBTOTAL	9,413	2,087	2,757	64,158	14,226	20,500	98,884
2.0428	Long Range Transportation Planning	0	0	0	23,175	5,139	0	28,314
	SUBTOTAL	0	0	0	23,175	5,139	0	28,314
2.0501	Transportation Improvement Program	0	0	0	47,263	10,481	0	57,744
2.0520	Short Range Transit Planning	0	0	0	9,631	2,136	0	11,767
	SUBTOTAL	0	0	0	56,894	12,617	0	69,511
2.0618	Coordination with Statewide Planning	0	0	0	6,702	1,486	0	8,188
2.0619	Special Studies	0	0	0	5,225	1,159	0	6,384
2.0641	Safety Conscious Planning	0	0	0	14,550	3,226	0	17,776
2.0641a	Safety Conscious Planning**	0	0	0	5,654	0	0	5,654
2.0643	Freight Planning	0	0	0	3,798	842	0	4,640
2.0645	Air Quality Planning	0	0	0	8,245	1,828	0	10,073
	SUBTOTAL	0	0	0	44,174	8,641	0	52,715
3.0000	Public Involvement and Education	0	0	0	24,292	5,387	0	29,679
	SUBTOTAL	0	0	0	24,292	5,387	0	29,679
4.0100	Program Development and Management	0	0	0	62,179	13,788	0	75,967
	SUBTOTAL	0	0	0	62,179	13,788	0	75,967
	TOTAL	9,413	2,087	2,757	274,872	59,698	20,500	355,070

* MDOT providing BCATS with M funds to support this activity - no local share is required ** 2.5% of PL for Safe & Accessible Transportation Options included here

**BCATS****BATTLE CREEK AREA TRANSPORTATION STUDY**

601 Avenue A • Springfield, MI 49037 • 269-963-1158 • Fax 269-963-4951

May 25, 2023

Ms. Heather Bowden
Program Manager
Statewide Planning Division
Bureau of Transportation Planning
MDOT
P.O. Box 30050
Lansing, MI 48909

Dear Heather:

Per the MDOT request to have Unified Work Program documents transmitted to the department by June 1, 2023, I am sending this cover letter and an electronic version of the BCATS FY 2024 Unified Work Program (UWP) for review and processing at the State and Federal levels. The FY 2024 UWP was approved by the BCATS Policy Committee on May 24, 2023. The provided version, a scanned pdf, is the complete document, including the financial tables A through E and the updated version of the TAMC guidelines.

Thank you for your assistance in processing the new FY 2024 UWP.

Sincerely,

Patricia Karr
Executive Director