

**AGENDA**  
**Columbus Area Metropolitan Planning Organization (CAMPO)**  
**Policy Board Meeting**  
**1:30 PM, Monday, March 10, 2014**  
**City Hall – City Council Chamber**

**ROLL CALL**

**AGENDA**

- A. Minutes from the December 9, 2013 meeting**
- B. Election of Chair & Vice-Chair**
- C. Reports from MPO staff**
  - 1. Citizens Advisory Committee – March 3, 2014 inaugural meeting
  - 2. Technical Committee Meeting – March 6, 2014 meeting
  - 3. Planning Project Report
    - a) Columbus Bike & Pedestrian Plan Update*
    - b) ColumBUS Transit Improvement and Expansion Plan*
    - c) New Website*
    - d) Go Safe Columbus Campaign*
    - e) Hosting of 2014 MPO Conference- October 14-16*
  - 4. Construction Project Report
    - a) Carr Hill Rd.*
    - b) Indiana Ave.*
    - c) Haw Creek , Lincoln Park People Trail / Historic Bridge*
    - d) 6 pedestrian crosswalk*
    - e) Railroad / SR46*
- D. New Business**
  - 1. Administrative Modification 022014 – minor changes to projects in TIP
  - 2. Resolution 2014-1 – Amend new and modified INDOT projects into TIP
  - 3. Resolution 2014-2 – Amend local Transit bus purchases into TIP
  - 4. Resolution 2014-3 – Amend local projects in the TIP
  - 5. Resolution 2014-4 – Approval of contract for Travel Model consulting
  - 6. Resolution 2014-6 – Approval of Metropolitan Planning Area boundaries
  - 7. June MPO Certification - June 9-10 (CAMPO Policy meeting Mon, June 9)
- E. Communications from Board members on matters not included in the agenda**
- F. Adjournment**

# **CAMPO Policy Board Meeting**

**December 9, 2013, 1:30pm**

## **Meeting Minutes**

### Attendees:

Jorge Morales – County Council

Zack Ellison – County Plan Commission

Ryan Brand – City Council

Roger Lang – City Plan Commission

Jim Ude / proxy for Tony McClellan – INDOT Seymour District

Rick Flohr – County Commissioner

Mayor Kristen Brown

CAMPO Staff: Laurence Brown

### Other noted speakers:

Steve Rucker – City Engineering

Beth Fizel – New City Engineer

Dave Hayward – Former City Engineer, Current Parks Foundation President

April Williams – City Parks & Rec/People Trails Project coordinator

Minutes –Jorge motion to approve the September 9, 2013 minutes. Rick seconded. Laurence introduced Beth Fizel, the new Engineer for the City of Columbus.

Construct Project Report – Steve Rucker. The contractor got a slow start on the utility relocation and earth work. This project is expected to be completed in late fall of 2014. Indiana Ave is also behind our original expectation. It will be bid in July 2014. Jorge asked why? Laurence said that there were two DNR permits that had expired that needed to be re-applied, and utility coordination needed to be done. Laurence also mentioned the 6-pedestrian crossings. Laurence said that he believes there is paperwork which has been sitting in an INDOT desk for a while. Jim was going to check on that before this meeting, but wasn't able to contact Bob Winslow. Laurence also noted that the bridge#26/Lincoln Park. He stated that the money was pulled almost exactly a year ago, and just a month prior to that was when the MOU had been signed off by all the parties.

Laurence wrote a letter to INDOT stating the history of the project and asking for that money to be restored. That letter is in the packet. Laurence said there is a call for projects where we will ask for that project to be funded, but the call is for 2017 projects, which is pretty far away. Without that funding, it is likely Parks will not use the rehabbed bridge because it's too expensive. Zack asked if there is a chance we could see that re-funded. Laurence thought it could be. Dave Hayward, Parks Foundation President, said we are looking at cheaper options like using a more modern bridge – a pre-engineered truss-type bridge if funding is not restored.

Railroad – Laurence said the response to public comment from their Environmental Assessment was due December 6<sup>th</sup>, and he has not checked to see what the story is there. Zack pointed out the EA indicated up to 17 trains a day and an expected increase in traffic delays. Laurence believes that the current location of SR46 and the railroad would be very difficult to build an overpass because of the close proximity to the bridges.

Jorge asked if there was a way to notify emergency services of the schedule or location of trains. The mayor felt we need to know those schedules so we can get the trains stopped during emergencies. Laurence pointed out that there are GPS systems that allow us to know where vehicles are. Roger also mentioned the bus station is the wrong side of the tracks. Laurence said we were looking into that with the transit study. Zack Y& Jorge also mentioned the GPS systems so that 911 services can know train locations.

Zack felt we need to meet with them and coordinate. Jorge felt we weren't the only community with these concerns.

Technical Committee – Laurence talked about the Technical Committee meeting which was last Thursday. Brian Payne gave a presentation about the airport. We're using this meeting to look at those long-term projects. The meetings have been very valuable.

Transit – Laurence reported that the Call-a-Bus scheduling software is here and they are getting trained on it, and we hope that it reduces the personnel demands for dispatch and drivers. Cindy has been very happy with the quality of the software and the training. Zack asked if this avoids it becoming used as a cab service. Laurence said that the eligibility and the day-before-reservation requirement avoids it becoming a cab-like service.

Laurence said that the final decision on extending the fixed-route hours is to extend it 1-hour on weekdays, and one less hour on Saturday. The original plan was to extend it 1 ½ hours on weekdays and reduce it 2 ½ hours on Saturday. We thought people were leaving downtown in the evening, but in fact, many riders live downtown and are coming back in the evening, so it made sense to end coming downtown. Zack felt that the ridership study should be made more public so people can see that it is used.

Laurence talked about the route study consultant. The initial work in April was very thorough. They did rider counts and surveys, held nine meetings in one day of different groups in town. Had a public survey, rider survey and Cummins survey, and the write-up of that effort has been drafted. Since then we have had trouble with the consultant with regard to deadlines and effort. The Transit Advisory Committee which is acting as the Steering Committee gave a vote of low-confidence at our last meeting suggesting that we might terminate that agreement. Laurence said the consultant (PB) has told us they will bring in their national expert to help complete the work.

Laurence gave a presentation about the long-range transportation plan and how it meets some of the goals of the mayor's strategic plan for Columbus. He stated there are really 5 aspects of a city: Public Parks, Public Street, Zoning, Private Land and Private Buildings. Columbus is well known for its private buildings. The last 3 of these 5 are planned in the Comprehensive Plan, the first in a Parks Master Plan, and the Public Streets are planned in a Metropolitan Transportation Plan, which is the official name (FHWA regulations) of the Long-Range Transportation Plan. He then provided a schedule of the process which would take all of 2014 until the end of 2015 when the plan would be finished.

There is an effort to "brand" this effort. The current thought is calling it "Go Columbus", with 4 subgroups called "Go Grow" (Economic), "Go Safe" (Safety), "Go Healthy" (active modes of transportation), and "Go Equitably" (funding and service fairness to all populations). Zack liked that we had connected with Jeff Bergman, and need to make sure we're also connected with Beth, with a minor admonishing for not connecting to the county.

Jorge asked about bike paint on Goehler that was not repainted after it was repaved this past summer. Laurence said we should talk to Randy Sims about that. The mayor asked of that was the contractor's responsibility. Dave Hayward was not sure. Jorge mentioned that location of the pavement stopping was strange.

#### Budget

Laurence described that all the 2014 INDOT planning allocation is not going to be used this year because the approved budget is \$30,000 less than what it could be to use the entire INDOT allocation. We could still use that money to do the People Trail alignment study to county communities like Elizabethtown, Hope and Taylorsville, etc. if we could find the 20% match. We haven't found that, yet. If we don't use that extra money, then it will roll over to 2015 to be potentially used for CAMPO planning dollars in 2015. Rick asked if this is about Elizabethtown, and Laurence said that initiated the discussion, but the Board preferred a County-wide effort that was suggested at an earlier Policy Board meeting. Laurence noted there have been some specific requests from communities, and Dave Hayward indicated that Edinburgh in particular had asked, as well as Hope. Zack again suggested Heritage Fund and Healthy Communities as a possible funding source for that study.

Roger Lang particularly asked about a ¼ mile sidewalk gap on Rockyford east of Taylor Road that has a treacherous area and could be People Trail. Laurence asked Beth to make a note of it.

#### Official business: Transportation Improvement Program (TIP)

Resolution 2013-10 - A couple of bridge overlays on US31 and on SR7. Then there are going to be gates on SR46 railroad crossing, and they're going to have small gates for the people trail, Jim says. There is a plan to improve the signals on 2<sup>nd</sup> and 3<sup>rd</sup> at Lindsey to Lafayette. Jim thought this was new backplates on the signals that are more visible. Jim thinks the signals would be synchronized. Laurence said there was an earlier INDOT project for more money (\$1.4M) that got canceled, but we left it in the TIP because we wanted it to happen, but it was essentially unfunded. Dave informed us that the earlier project was postponed somewhat because they wanted to get away from the mast-arms that exist now

and go to span wires, and there was some pushback that it might not fit aesthetically, although INDOT did agree to paint them, but no final agreement was made, so INDOT postponed the project. Laurence said we would talk to James Howard, INDOT Seymour District signal engineer, on this and get engaged in this.

Roger Lang made a motion to approve this resolution with and that Laurence look into what exactly the signalization improvement is. Rick seconded. The motion passed unanimously.

Resolution 2013-11 – Laurence showed a graph that CAMPO annual funding allocation from INDOT that could be used for construction projects has gone down steadily since 2010, where before that, it had gone up annually. As a result, we have planned more projects than we can now do, so we will have to move some projects to later years so that the next few years are not over-programmed.

Laurence began discussing two new trail projects. One is the “Riverwalk”. Laurence showed an aerial view with some drawn lines of the expected path location from Mill Race Park to Water Street. The mayor asked about the exact route. We also pointed out that there is another path that goes from Lafayette St, under State St bridge to the People Trail east of State along Haw Creek. That section does not use federal funding; it is funded completely with Parks Foundation People Trail Project funds. It is expected to be built in 2014. Zack felt this project along the river would be very valuable as such projects have been in other communities. Laurence said the Riverwalk project would be about \$1,000,000 effort.

Laurence went on to the Clifty Creek People Trail Project that got federal funding through a grant from Indiana Dept of Natural Resources for \$150,000. This goes from Clifty Creek Park up to McKinley as a People Trail, then along McKinley on the south side as a sidepath to Marr Rd. Both April Williams and Dave Hayward chimed in about this project. Laurence indicated that the pricetag is more than \$150,000 and the MPO is planning on contributing the balance. Zack asked about on-going maintenance. Laurence said this is not in these funds. The mayor indicated this is a problem. Dave indicated there are Parks Foundation funds specific to maintenance funding.

Zack asked about Rockyford. Laurence said it is still going to be in 2015. This project has not been moved and it will cost about \$4.2 million. It is the big project in 2015.

Laurence talked about the Newbern / Lincoln Park bridge. The bridge is going to be replaced starting in September of 2016.

Discussion of the Maple Street project. Maple Street is also a project that has become a favorite project of the community. CAMPO put in on hold because the money originally came from a earmark that got pulled by FHWA. Zack and Roger and the mayor all discussed an interest in this project. Dave Hayward thought it might not be doable until 2017 because of the Environmental document, but 2016 might be a

possible goal. The consensus appeared to be an interest in funding this with MPO/STP dollars and put it in 2016.

Indiana Ave is going to be let July 2014. The mayor asked about when the city pays its portion. It is payed 90% of the city portion at the time of the bid, Dave said. Taylor Rd is going to be moved to 2017. The mayor agreed that that would be a project to move out, and Westenedge, too.

Roger asked if both Indiana and Rockyford can be done in 2015. Laurence said they both could be let in the FY 2015.

6-pedestrian crossings – Laurence said that this is sitting on Bob Winslow’s desk. The mayor emphasized that this is a priority. She expected them to be done before school started this year. She would like to be kept up to speed on this. Letting will be in FY 2015.

Motion by Roger to approve Resolution 2013-11 with a change to Maple St from 2017 to 2016.  
Seconded by Jim. Approved unanimously.

Jorge motioned to adjourned. Seconded by Roger. Approved unanimously.



## Memorandum

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**To: INDOT/CAMPO Policy Board**

**From: Laurence Brown**

**Date: February 20, 2014**

**Subject: Administrative Modifications**

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The following administrative modifications have been made to the CAMPO TIP. These are changes to projects that are already in the TIP, and are considered minor changes, and thus “administrative modifications” according to CAMPO Bylaw criteria:

### 5.1 Thresholds for Amendments & Administrative Modifications

The following are CAMPO’s criteria for Amendments; changes that do not meet these criteria are considered Administrative Modifications.

- A. Major change in project cost:** A change of 20% or more in the total listed cost, but not less than: \$100,000 for a local project, and \$500,000 for an INDOT project.
- B. Major change in project date:** A change of more than 1 year.
- C. Major change in funding source:** When the change increases the local match (due to a change in match percentage) by more than: \$50,000 for local projects, and \$250,000 for INDOT projects.

Project changes:

1. INDOT project DES#1173673 is a Signing Installing / Repair projects in various locations.\* This project is being moved one year from 2014 to 2015, and the cost is going from \$330,000 to \$337,000. The following are the intersection locations:
  - a. US 31 @ SR 7, 25th St, Central Ave, Washington St, CR 950, Beam St, Haw Creek, Home Ave, SR 46, CR 650N, 10th St, Herman Darlage, Marketplace, 550 N, Lowell Rd;
  - b. SR 46 @ Mapleton/Pence, Gladstone, Brown St, Marr, Holiday Inn, I-65, Hawthorne Dr, Carr Hill Rd;
  - c. SR 11 @ 200S
2. INDOT project DES#1173616 is a bridge deck overlay project on SR 58, 9.57 miles west of I-65. This project PE (Preliminary Engineering = design and environmental work) cost drops from \$15,000 to \$10,000, and the construction is delayed from 2015 to 2016, and the construction cost estimate drops slightly from \$148,082 to \$142,100.



3. CAMPO project DES#1173210 is six pedestrian-crossing improvements at various locations around Columbus. The project design costs were slightly underestimated; the PE was \$39,000 and will increase to \$44,500 total. This project is 90% federally reimbursed.
4. CAMPO project DES#1383247 is the Clifty Creek Trail and McKinley Expansion project which was recently awarded a \$150,000 federal grant from Indiana Dept of Natural Resources (IDNR). This project is likely to cost more than this grant will cover, so CAMPO STP funds were listed to help cover the balance, but now it will only be funded using the IDNR grant, which are Recreational Trails Program (RTP) funds. The TIP will now reflect this maximum spending of \$150,000 federal dollars which will require \$37,500 of (20%) match, for a total project Construction (CN) cost of \$187,500. No federal money will be spent on design (PE), so that phase cost is changing from \$50,000 to \$0. If the project construction cost is more than \$187,500, the balance will be fully covered by local People Trail Project funds.

The INDOT detailed spreadsheet containing these administrative modifications is included in the email with this memo.

Laurence Brown  
CAMPO Director

## RESOLUTION 2014 – 1

### **RESOLUTION TO AMEND NEW INDOT PROJECTS AND MODIFY EXISTING PROJECTS INTO THE SFY 2012-2016 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the Columbus Area Metropolitan Planning Organization (CAMPO) is the designated Metropolitan Planning Organization the City of Columbus and Bartholomew County; and

**WHEREAS**, development of the annual TIP, listing all federally funded and regionally significant transportation projects is a requirement of the U.S. Department of Transportation; and

**WHEREAS**, INDOT has specific maintenance and improvement projects on their state-owned facilities which are in the CAMPO planning area (Bartholomew County) and thus must be in the TIP if federal funds are to be expended on these projects, and

**WHEREAS**, the TIP is developed by the staff of CAMPO for the Policy Board, and

**WHEREAS**, this Resolution has been reviewed and recommended for approval by the Technical Committee, and

**WHEREAS**, the Technical Committee recommends that the City partner with INDOT to incorporate concepts in the State Street Corridor Plan and other related plans regarding DES#1383670;

**NOW THEREFORE BE IT RESOLVED** by the CAMPO Policy Board that the following projects be amended into the Transportation Improvement Program (TIP) for SFY 2012-2016:

Route	DES	Work Type	Location	Fund	Phase	Year	Cost	Reason
SR 46	1383670	HMA Overlay, Preventive Maintenance	From E Fork White River Bridge to Mapleton Street	STP	CN	2015	\$970,000	New Project
US 31	0200818	Br Repl, Steel Truss	Bridge over Sand Creek, 7.2 miles S of SR 7	STP	CN	2014	\$10,000	Old INDOT Project, but on Co border, so inadvertently left out of TIP
					CN	2015	\$4,307,514	
SR 7	0800076	Bridge Replacement, Concrete	1.81 miles S of US 31 over Little Sand Creek	BR	RW	2015	\$67,500	Changed from 2013 to 2015
					CN	2016	\$2,221,846	Changed from 2014 to 2016, and from \$1,250,700

Adopted this 10<sup>th</sup> day of March 2014

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Zack Ellison, Chair

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Laurence Brown, CAMPO Director

**RESOLUTION 2014 – 2**

**RESOLUTION TO AMEND 5310 TRANSIT GRANT REQUEST INTO THE SFY 2012-2016  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the Columbus Area Metropolitan Planning Organization (CAMPO) is the designated Metropolitan Planning Organization the City of Columbus and Bartholomew County; and

**WHEREAS**, the sponsors will be applying for 5310 FTA grants which will support up to 80% of the cost of these vehicles, and the sponsors would provide 20%

**WHEREAS**, such a grant must be approved by both INDOT and FTA, and said approval has not yet been granted, and

**WHEREAS**, such grants and operational-funds requests must be specifically listed in the TIP to be executed, and

**WHEREAS**, the TIP is developed by the staff of CAMPO for the Policy Board, and

**WHEREAS**, the Transit Advisory Committee approved the request of these sponsors to apply for 5310 FTA funds in this amount in their February 28, 2014 meeting, and

**WHEREAS**, this Resolution has been reviewed and recommended for approval by the Technical Committee;

**NOW THEREFORE BE IT RESOLVED** by the CAMPO Policy Board that the following project be amended into the Transportation Improvement Program (TIP) for SFY 2012-2016:

Sponsor	Location	Source	Fund	Federal	Match	2013	2014	2015	2016	2017	Funding Total
Just Friends	Vehicle Purchase	FTA	5310	\$16,000	\$4,000				\$20,000		\$20,000
Mill Race Center	Vehicle Purchase	FTA	5310	\$40,000	\$10,000				\$50,000		\$50,000

Adopted this 10<sup>th</sup> day of March 2014

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Zack Ellison, President

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Laurence Brown, CAMPO Director



**RESOLUTION 2014 – 4**

**RESOLUTION TO APPROVE CONTRACT WITH BERNARNDIN LOCHMUELLER ASSOCIATES FOR TRAVEL DEMAND MODEL DEVELOPMENT**

**WHEREAS**, the Columbus Area Metropolitan Planning Organization (CAMPO) is the designated Metropolitan Planning Organization the City of Columbus and Bartholomew County; and

**WHEREAS**, a Travel Demand Model is a transportation tool necessary for accurate prediction of future transportation needs, land use options, transportation policy, mode shifts, and a valuable tool for analyzing solutions to today’s traffic demands, traffic events, emergency vehicle movement, to name a few, and

**WHEREAS**, a thorough and fair vendor selection processes was followed with a diverse selection committee and BLA as the superior vendor, and

**WHEREAS**, this travel model will cover the movement of vehicles in the entire county and areas in Edinburgh that are outside the county, and

**WHEREAS**, the County Commissioners have considered this as a valuable tool for the county and are willing to pay for 1/3 of the local costs not covered by federal reimbursements;

**NOW THEREFORE BE IT RESOLVED** by the CAMPO Policy Board that the contract for Not-to-Exceed \$130,000 with BLA for Travel Demand Model work be approved.

Adopted this 10<sup>th</sup> day of March 2014

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Zack Ellison, President

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Laurence Brown, CAMPO Director



**BERNARDIN • LOCHMUELLER & ASSOCIATES, INC.**

6200 Vogel Road • Evansville • Indiana 47715-4006  
PHONE (812) 479-6200 • TOLL FREE (800) 423-7411 • FAX (812) 479-6262

March 3, 2014

Mr. Laurence Brown  
Director  
Columbus Area Metropolitan Planning Organization  
123 Washington Street  
Columbus, Indiana 47201

RE: Proposal for Transportation Planning Services  
Columbus, Indiana  
513-0096-00P

Dear Mr. Brown:

Bernardin, Lochmueller & Associates (BLA) is thrilled to be selected to provide transportation planning services for the Columbus Area Metropolitan Planning Organization (CAMPO). These services would include development of a travel demand model, transportation and land use scenario analyses, preparation of a metropolitan transportation plan, and stakeholder/public engagement in accordance with the attached scope of work in Appendix A. The scope addresses the first phase of a two-phase process, which will culminate with the development of a metropolitan transportation plan.

We have assembled an exceptional team of professionals that in addition to BLA includes sub-consultants Resource Systems Group (RSG) and Christopher Burke Engineering. RSG will support development of the travel demand model, and Christopher Burke Engineering will help facilitate the stakeholder/public engagement.

The BLA Team looks forward to working with CAMPO on this exciting project and we appreciate CAMPO's offer to help contribute to the project where possible and to invite additional facilitators (i.e., Center for Coalition Building) to aid with the stakeholder/public engagement process. A list of information and services to be furnished by CAMPO is provided in Appendix B.

Per your request, these services will be invoiced on an hourly, time & materials basis with a not-to-exceed limit of \$130,000.00. This fee will be subject to increase if any tasks in addition to those listed in Appendix A are requested or required. A budget and milestone schedule is provided in Appendix C. We will invoice you monthly and include a report summarizing progress on key tasks as well as budget status and percent complete by phase.

If you accept these terms and conditions, please sign and return the attached Agreement for Limited Professional Services for final execution. We will return a fully executed copy for your

Mr. Laurence Brown  
March 3, 2014  
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records. Please contact me at 314-621-3395 if you have any questions or comments. We look forward to working with you.

Sincerely,

**Bernardin, Lochmueller & Associates, Inc.**

A handwritten signature in black ink that reads "Christopher W. Beard". The signature is written in a cursive, flowing style.

Christopher W. Beard, PE, PTOE  
Associate



## **AGREEMENT FOR SERVICES**

**Scope of Work.** Bernardin, Lochmueller & Associates (BLA) shall provide transportation planning services for the Columbus Area Metropolitan Planning Organization (CAMPO). These services shall include development of a travel demand model and stakeholder/public engagement in accordance with the attached scope of work in Appendix A.

**CAMPO Duties.** CAMPO has offered to help contribute to the project where possible and to invite additional facilitators to aid with the stakeholder/public engagement process. A list of information and services to be furnished by CAMPO is provided in Appendix B.

**Compensation & Schedule.** Services shall be invoiced on an hourly, time & materials basis with a not-to-exceed limit of \$130,000.00. This fee shall be subject to an increase if any tasks in addition to those listed in Appendix A are requested or required. A budget and milestone schedule is provided in Appendix C. We will invoice CAMPO monthly and include a report summarizing progress on key tasks as well as budget status and percent complete. BLA shall provide all receipts for expenses charged. All food purchases shall specify items purchased and no alcohol can be included. Other items deemed unnecessary, luxurious or inappropriate may also not be paid.

**Personnel.** In the event that there are personnel changes with either party that materially affect this project, the CAMPO Director or City of Columbus shall determine if this contract shall be continued or terminated. If terminated, BLA shall deliver all work products in their current state and CAMPO will be responsible for payment to BLA for all effort incurred to date.

**Non-Discrimination.** Pursuant to Indiana Code 22-9-1-10, BLA represents that it and its subcontractors shall not discriminate against any employee or application for employment to be employed in the performance of this Agreement with respect to the employee's or applicant's hiring, tenure, terms, conditions or privileges of employment or any matter directly or indirectly relating to employment, because of the employee's or applicant's race, religion, color, sex, disability, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the Agreement.

**Investment Activities in Iran Prohibition.** Pursuant to Indiana Code 5-22-16.5 et seq., BLA certifies that it not engaged in investment activities in Iran as those terms may be defined in Indiana Code 5-22-16.5 et seq.

**Employment Eligibility Verification pursuant to Indiana Code 22-5-1.7-11, 12 and 13.**

BLA affirms under penalties of perjury that it does not knowingly employ an unauthorized alien. BLA shall enroll in and verify (or has enrolled in and verifies) the work eligibility status of all its newly hired employees through the E-Verify program as defined in Indiana Code 22-5-1.7-3.

Mr. Laurence Brown  
March 3, 2014  
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BLA is not required to participate should the E-Verify program cease to exist. Additionally, BLA is not required to participate if it is self-employed and does not employ any employees.

BLA shall not knowingly employ or contract with an unauthorized alien. BLA shall not retain an employee or contract with a person BLA subsequently learns is an unauthorized alien.

BLA shall require its subcontractors, who perform work under this contract, to certify to them that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. BLA agrees to maintain this certification throughout the duration of the term of a contract with subcontractor.

CAMPO may terminate this Agreement for breach of contract if BLA fails to cure a breach of this provision no later than thirty (30) days after being notified of such breach by CAMPO.



## **APPENDIX A: SCOPE OF SERVICES**

### **PHASE 1: TRAVEL DEMAND MODEL**

#### **Task 1.1 Base Data Development**

Base data for use in developing the travel demand model shall be acquired as available through public sources. This will include population and employment data from the US Census and Longitudinal Employer-Household Dynamics, local travel characteristics from the American Community Survey, and street networks from sources such as the National Highway Planning Network. In addition, CAMPO (with the assistance of local agencies) shall furnish traffic count data, land use and zoning ordinance information, and sidewalk and trail locations preferably in GIS format. Performing new traffic counts or obtaining proprietary data are excluded from this scope of services.

#### **Task 1.2 Network and TAZ Layer Development**

Street networks delineating number of lanes, speeds, and functional classifications shall be developed in TransCAD format. Networks previously developed by CAMPO staff would be leveraged to the extent possible to minimize duplicative efforts. In any event, effort will be required to ensure network compatibility with the hybrid model. Traffic signals and all-way and partial stop-controlled intersection locations as provided by CAMPO will be incorporated into the network. Transit networks shall be developed from transit route and scheduling information provided by CAMPO. A layer of Traffic Analysis Zones (TAZ) shall be established. Networks and TAZs will be limited to the CAMPO region, which includes the entire Bartholomew County, Edinburgh (which is in both Johnson and Shelby counties), and other areas deemed necessary to accurately model traffic in the CAMPO region. Sidewalk coverage and intersection density will be incorporated as proxies for walkability and bikeability for purposes of mode split.

#### **Task 1.3 Import Hybrid Model**

The hybrid travel demand model previously developed for the Evansville Metropolitan Planning Organization using TransCAD shall serve as the basis for the new CAMPO travel demand model also in TransCAD. The existing framework and components of that model will be fully retained as elements of the new CAMPO travel demand model subject to the model enhancements and calibration described in subsequent tasks. The model will have a 2010 base year and will output daily, morning peak period, and afternoon peak period trips and traffic assignments. The model will support interim year and horizon year (2040) forecasts. CAMPO will retain ownership of the travel demand model and all developed code. All code shall be well commented and structured for easy readability.



**Task 1.4 Enhance Transit Model**

Functionality shall be added to enable transit network travel time skims to feed into the model's accessibility calculations for mode choice. Transit travel times will assume riders walk to/from transit based on route proximity. Mode shift will be sensitive to transit service levels, walkability/bikeability, and land use developments or redevelopments. CAMPO staff shall get sufficient training to be capable of modifying transit routes independently.

**Task 1.5 Integrate with Indiana Statewide Model**

Functionality shall be added to incorporate long distance passenger and truck trips passing through or starting/ending outside of the CAMPO region. These trips will be represented as a static matrix of external-to-external, internal-to-external, and external-to-internal trips based on the Indiana statewide travel demand model.

**Task 1.6 Travel Demand Model Calibration**

The model and its embedded formulations will be calibrated to local conditions to the extent possible as informed by the base data developed in Task 1.1. Validation statistics will be compared to industry guidelines and summarized in a brief technical memorandum for submission to CAMPO. Resource Systems Group will support travel demand model development, particularly the model calibration process.

**Task 1.7 User Training and Documentation**

A user guide shall be developed as an instructional manual for running the model, performing analyses, and interpreting model results. The document will include a description of the software architecture; the functionality of each model "step"; and the equations, parameters, and methods that are used. Software will include comments indicating what is happening in each section and what the key variables are. The guide will include suggestions for routine model maintenance and upkeep. It will be submitted to CAMPO for review and comment prior to finalization in electronic format. One half day in-person user training session with the model will be provided for CAMPO staff.

**Task 1.8 Stakeholder/Public Engagement Management**

Individuals representing relevant agencies, organizations, businesses and interest groups will be assembled to serve on a single stakeholder committee to inform the metropolitan transportation planning process. Meeting promotion and logistics will be the responsibility of Christopher Burke Engineering with support from CAMPO and possibly other local organizations. As a designated



subcontractor, the services of Christopher Burke Engineering are included in this contract.

**Task 1.9 Stakeholder/Public Meetings**

A total of 3 meetings shall be held to engage stakeholders and the public. These meetings are expected to occur throughout the course of developing the travel demand model. Meetings may be co-branded and/or co-hosted with the “Go Columbus” strategic plan. However, the stakeholder and public engagement included herein is limited to supporting this scope of work and not a broader campaign.



**APPENDIX B: INFORMATION/SERVICES TO BE FURNISHED BY CAMPO**

1. Existing TransCAD model networks and TAZ layers, as available
2. Locations of parks and schools and their enrollment
3. Locations of traffic signals in GIS format
4. Locations of sidewalks and pedestrian/bicycle trails in GIS format, as available
5. Bus routes and stops in GIS format
6. Bus schedules and fare data
7. Transit ridership data
8. Traffic counts for major roadways
9. Land use and zoning information
10. Roadway functional classification map
11. Information regarding approved/planned developments
12. GIS database of wetlands, floodplains, steep slopes, prime farmland, forested areas
13. All meeting venues
14. Assisting with meeting facilitation and meeting logistics planning

**APPENDIX C: PROJECT BUDGET/SCHEDULE**

<b>Project Component</b>	<b>Anticipated Completion Date</b>	<b>Budget</b>
Travel Demand Modeling	December 31, 2014	\$115,000
Stakeholder/Public Engagement	December 31, 2014	\$15,000
<b>TOTAL NOT-TO-EXCEED AMOUNT</b>		<b>\$130,000</b>

<b>Travel Demand Modeling Milestones</b>	<b>Target Completion Date</b>
Notice-to-Proceed	March 1, 2014
Completed Network/TAZ Layer	April 30, 2014
Fully Imported Hybrid Model	June 30, 2014
Transit Skims & Statewide Model Integration	August 31, 2014
Calibrated Model	October 31, 2014
User Guide and Training/Model Delivery	December 31, 2014

<b>Stakeholder/Public Engagement Milestones</b>	<b>Target Completion Date</b>
Meeting #1: Steering Committee / Public Meeting Project Kickoff / Educational Topics	May 15, 2014
Meeting #2: Steering Committee Meeting	July 17, 2014
Meeting #3: Steering Committee Meeting	September 18, 2014

Meetings are scheduled for the 3<sup>rd</sup> Thursday of the month. These meetings will be in the evening at a consistent time and place TBD. The particular topics of each meeting are very important. It shall be discussed thoroughly by the parties of this contract prior to each meeting. The first meeting is (not coincidentally) the week of Bike-to-Work Week.

Mr. Laurence Brown  
March 3, 2014  
Page 9 of 9



**IN WITNESS WHEREOF**, we have hereunto set our hands and seals this \_\_\_\_\_ day of

\_\_\_\_\_ 2014

**Bernardin, Lochmueller & Associates, by:**

\_\_\_\_\_  
Keith Lochmueller, Chief Executive Officer

\_\_\_\_\_  
Zack Ellison, CAMPO President

\_\_\_\_\_  
Laurence Brown, CAMPO Director

## **RESOLUTION 2014 - 6**

### **RESOLUTION TO ADOPT THE METROPOLITAN PLANNING AREA BOUNDRIES BASED UPON THE 2010 CENSUS**

**WHEREAS**, the Columbus Area Metropolitan Planning Organization (CAMPO) is the designated Metropolitan Planning Organization the City of Columbus and Bartholomew County; and

**WHEREAS**, designation of the Metropolitan Planning Area (MPA) for CAMPO is a requirement of the U.S. Department of Transportation, and

**WHEREAS**, the MPA has now been re-evaluated by CAMPO based on new data from the 2010 Census, and

**WHEREAS**, the MPA was officially revised in 2010 via a letter from Michael Cline on behalf of Governor Mitch Daniels dated July 28, 2010 such that the Indianapolis MPO assumed transportation planning duties in Blue River Township of Johnson County and Jackson Township of Shelby County, and the CAMPO MPA became the exact borders of the entire Bartholomew County, and

**WHEREAS**, the Indianapolis MPO has submitted its MPA based on data from the 2010 Census, and it continues to include the above mentioned townships,

**NOW THEREFORE BE IT RESOLVED** by the Policy Board that the CAMPO Metropolitan Planning Area (MPA) not change, and continue to be the exact borders of Bartholomew County.

Adopted this 10<sup>th</sup> day of March 2014

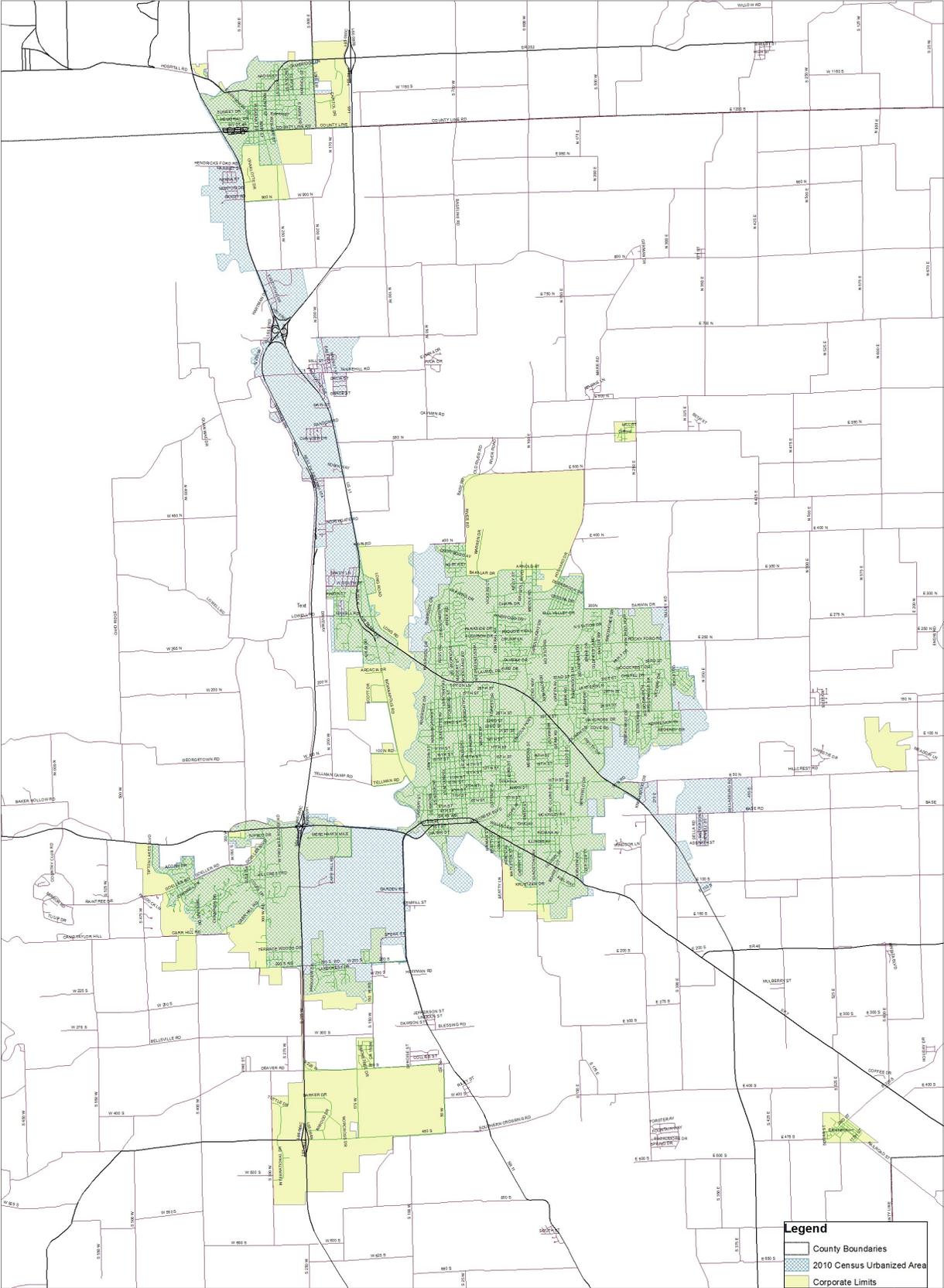
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Zack Ellison, President

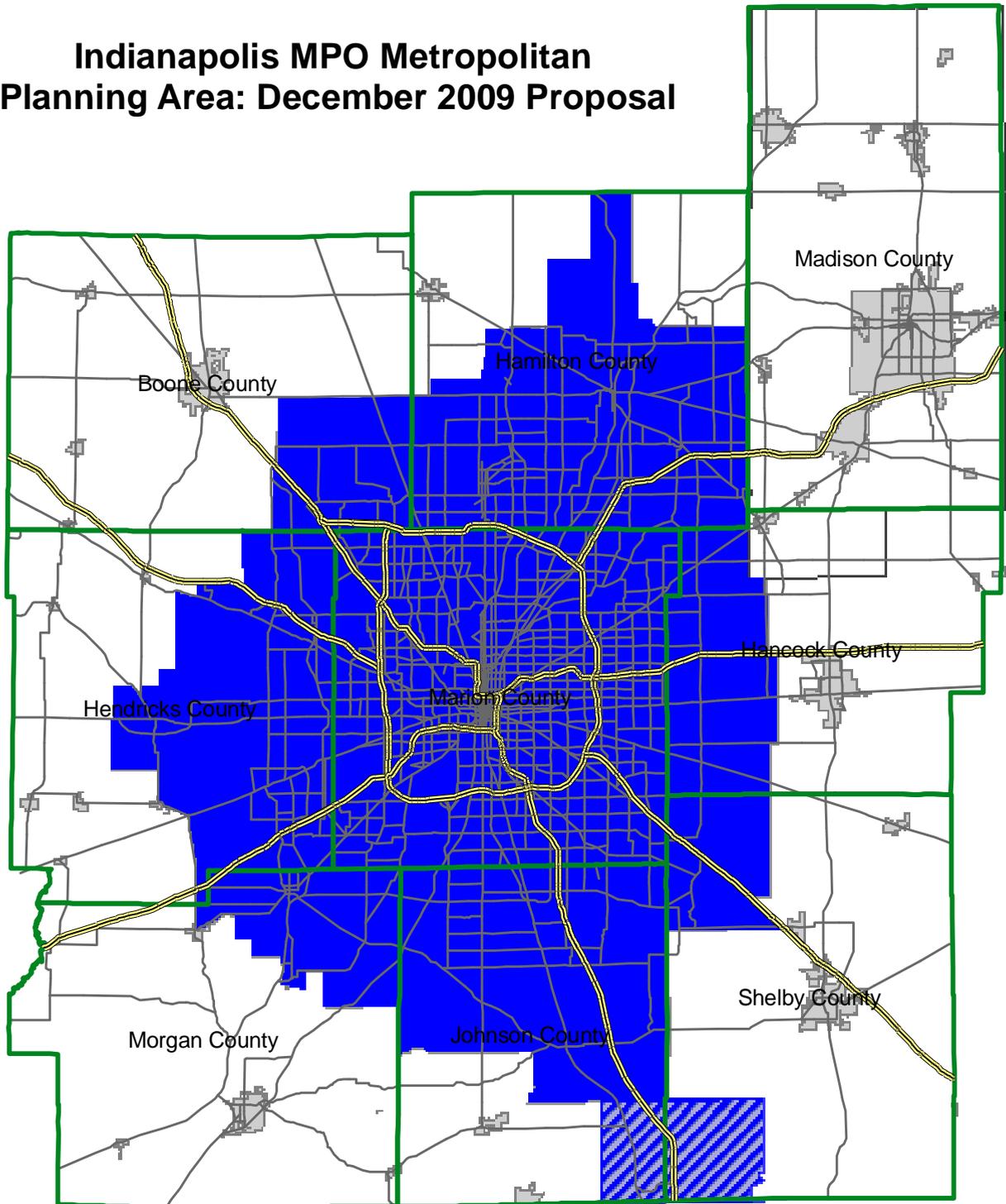
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Laurence Brown, CAMPO Director

# 2010 Census Urbanized Area



# Indianapolis MPO Metropolitan Planning Area: December 2009 Proposal



■ Current Indianapolis MPA  
■ Proposed Indianapolis Metropolitan Planning Area

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