

WisDOT Division of Transportation Investment
Bureau of Planning and Economic Development
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Date: October 31, 2023

To: Jason Nordberg, Federal Highway Administration

From: Charles Wade, Wisconsin Department of Transportation

Subject: Amendment to the 2023 Unified Planning Work Program (UPWP) for the Janesville Metropolitan Planning Organization (MPO)

In accordance with the FHWA rule regarding the reporting of changes made to work programs, please accept the following as notification of such changes to the Janesville MPO 2023 UPWP.

The Bureau of Planning and Economic Development within the Division of Transportation Investment Management recommends approval of the enclosed request by the Janesville MPO for work activity and budget adjustments to the UPWP.

This approval will extend the period of eligibility to complete these 2023 UPWP activities until May 31, 2024. The requested work activities to be completed are estimated in the amount of \$36,000. These work activities will be reimbursed at the current 2023 UPWP Federal, State and Local allocation percentages. Any 2023 UPWP funding not expended and invoiced by May 31, 2024, will not be eligible for reimbursement. Total reimbursements for 2023 UPWP activities are limited to the total approved 2023 UPWP funding allocation.

The Wisconsin Department of Transportation asks for your approval to proceed with this request. Thank you for your prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Wade".

Charles Wade, Director
Bureau of Planning and Economic Development
Division of Transportation Investment Management
Wisconsin Department of Transportation

Approved:

FHWA Division

Date

Cc via email: David Salmon, Janesville MPO
Jason Nordberg, Federal Highway Administration
Mary Forlenza, Federal Highway Administration
Alex Gramovot, WisDOT, Planning Section Chief
Steve Flottmeyer, WisDOT, Section Chief – Southwest Region

RESOLUTION 2023-07

A Resolution Endorsing Amendments to the 2023 Unified Planning Work Program for the Janesville Metropolitan Planning Area

WHEREAS, the Janesville Area Metropolitan Planning Organization (MPO) is the MPO for the Janesville Urbanized Area (UA) and the Janesville Area Metropolitan Planning Area; and

WHEREAS, The Janesville Area MPO Policy Board has the responsibility to direct, coordinate, and administer transportation planning throughout the MPA; and

WHEREAS, the Federal Highway Administration and Federal Transit Administration, 23 CFR and 49 CFR 616, have determined the necessity for a Unified Planning Work Program; and

NOW, THEREFORE BE IT RESOLVED that the Policy Board of the Janesville Area Metropolitan Planning Organization approves the following amendments to the *2023 Unified Planning Work Program* for the Janesville Metropolitan Planning Area, as being consistent with the *Janesville Area 2020-2050 Long-Range Transportation Plan*; and the Janesville Transit System's *Transit Development Plan* of 2022:

- Rebalance expected staff hours budgeted to each work program element and overall hours budgeted to staff wages.
- Line-Item Description Revision #1: From "John Paul Road Bicycle Corridor Study" to "JTS Ridership Marketing Plan" and assigns an amount of \$20,000 for contract services.
- Line-Item Description Revision #2: From "MPO Hub Site: Public Engagement Tools Development" to "Municipal Lo/No Emissions Fleet Transition Study" and assigns an amount of \$16,000 for contract services.
- Extend the use of \$36,000 in 2023 funds into 2024, to be used by May 31st, 2024, to complete contract services for:
 - JTS Ridership Marketing Plan
 - Municipal Lo/No Emission Fleet Transition Study

BE IT FURTHER RESOLVED that the Policy Board of the Janesville Area MPO authorizes MPO staff to execute contracts, agreements, and other documentation necessary to carry out the 2023 Unified Planning Work Program; and

BE IT FURTHER RESOLVED that in accordance with 23 CFR 450.334(a) Janesville Area MPO hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 11101(e) of the Infrastructure Investment and Jobs Act (Public Law No: 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects.
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;


(8) The Older Americans Act, as amended ([42 U.S.C. 6101](#)), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
(9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
(10) Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)) and [49 CFR part 27](#) regarding discrimination against individuals with disabilities; and

Approved this 23th Day of October, 2023



Chair, MPO Policy Board

ATTESTS:



Planning Director/ MPO Director

- Work with WisDOT to implement Connections 2030, Wisconsin’s comprehensive long-range multimodal transportation plan. ²
- Work with WisDOT to implement *State Freight Plan* and *State Highway Plan*. ³
- Work with WisDOT on development of statewide transportation plans including *Connect 2050*, *Wisconsin Rail Plan 2050*, and other planning efforts such as Transportation Demand Management.
- Assist WisDOT with grant applications, if needed.
- Attend applicable conferences and webinars, including the annual MPO/RPC conference and Wisconsin APA conference.

Table 4: 2022 Janesville Area MPO Budget Summary

WORK PROGRAM ELEMENTS	BUDGET		FUNDING SOURCE		
	Total Dollars	Percent of Budget	FHWA (80%)	WisDOT (3.6%)	Local (16.4%)
100 Program Administration	\$50,113	22%	\$40,090	\$1,816	\$8,207
200 Long Range Transportation Planning	\$46,254	21%	\$37,003	\$1,676	\$7,575
300 Short Range Transportation Planning	\$124,007	55%	\$99,206	\$4,494	\$20,307
400 Transportation Improvement Program	\$4,625	2%	\$3,700	\$168	\$757
Total	\$224,999	100%	\$179,999	\$8,154	\$36,846

Program Element 100: Program Administration

Objective

Administrative activities include support to the Technical Advisory Committee and Policy Board, interagency coordination, professional training, *UPWP* and quarterly financial report development, technical support/local assistance, and general administration related to all projects (except *TIP* administration).

² Ibid.

³ Ibid.

Janesville 2023 UPWP - Amended

- Work with WisDOT to implement *State Freight Plan* and *State Highway Plan*.²
- Work with WisDOT on development of statewide transportation plans including *Connect 2050*, *Wisconsin Rail Plan 2050*, and other planning efforts such as Transportation Demand Management.
- Assist WisDOT with grant applications, if needed.
- Attend applicable conferences and webinars, including the annual MPO/RPC conference and Wisconsin APA conference.

Table 4: 2022 Janesville Area MPO Budget Summary

WORK PROGRAM ELEMENTS	BUDGET		FUNDING SOURCE		
	Total Dollars	Percent of Budget	FHWA (80%)	WisDOT (3.6%)	Local (16.4%)
100 Program Administration	\$42,088	19%	\$33,670	\$1,525	\$6,892
200 Long Range Transportation Planning	\$16,401	7%	\$13,121	\$594	\$2,686
300 Short Range Transportation Planning	\$161,798	72%	\$129,438	\$5,864	\$26,496
400 Transportation Improvement Program	\$4,713	2%	\$3,770	\$171	\$772
Total	\$225,000	100%	\$180,000	\$8,154	\$36,846

Program Element 100: Program Administration

Objective

Administrative activities include support to the Technical Advisory Committee and Policy Board, interagency coordination, professional training, *UPWP* and quarterly financial report development, technical support/local assistance, and general administration related to all projects (except *TIP* administration).

² Ibid.