

# **MEMORANDUM OF AGREEMENT**

By and Between

**Kentuckiana Regional Planning and Development Agency**

the

**Indiana Department of Transportation**

the

**Kentucky Transportation Cabinet**

and the

**Transit Authority of River City**

This Memorandum of Agreement (MOA) is made by and between the Kentuckiana Regional Planning and Development Agency (hereinafter referred to as KIPDA), the Indiana Department of Transportation (hereinafter referred to as INDOT), the Kentucky Transportation Cabinet (hereinafter referred to as KYTC), and the Transit Authority of River City (hereinafter referred to as TARC),

**Whereas**, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and its previous legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21<sup>st</sup> Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

**Whereas**, the aforementioned agreement shall include specific provisions for the Metropolitan Planning Organization, the State(s), and the public transportation operator(s) to clearly identify their mutual responsibilities in carrying out the continuing, cooperative, and comprehensive metropolitan transportation planning process; and

**Whereas**, KIPDA is the designated Metropolitan Planning Organization (MPO) for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area, consisting of Clark, Floyd, and a portion of Harrison counties in Indiana and Bullitt, Jefferson, Oldham and a portion of Shelby counties in Kentucky; and

**Whereas**, INDOT and KYTC are the state agencies responsible for the planning, operation, and maintenance of the transportation systems of Indiana and Kentucky, respectively, and are members of the Metropolitan Planning Organization; and

**Whereas**, TARC is the provider of public transportation for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area and is a member of the Metropolitan Planning Organization; and

**Whereas**, TARC is the designated recipient for Section 5307, 5310 and 5339 funds in the Louisville/Jefferson County KY-IN Urbanized Area.

**Now, therefore**, KIPDA, INDOT, KYTC, and TARC mutually agree as follows:

## **RESPONSIBILITIES OF THE KIPDA METROPOLITAN PLANNING ORGANIZATION (MPO):**

### **KIPDA Structure**

1. The Metropolitan Planning Organization (MPO) organizational structure consists of the Transportation Policy Committee (TPC) and the Transportation Technical Coordinating Committee (TTCC).
2. The TPC serves as the decision-making body of the MPO, and has responsibilities including approval of plans, implementation of programs, provision of transportation planning and guidance, and other similar related actions. Membership includes the chief elected official from each unit of local government within the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area that is represented on the KIPDA Board of Directors, as well as the state departments of transportation from Indiana and Kentucky, provider of public transportation for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area, Regional Airport Authority, and other agencies as defined by the TPC. Membership may be updated from time to time at the discretion of the TPC. Voting members include:
  - Bullitt County
  - Charlestown
  - Clark County
  - Clarksville
  - Floyd County
  - Indiana Department of Transportation, Commissioner
  - Indiana Department of Transportation, Seymour District
  - Jefferson County League of Cities
  - Jeffersontown
  - Jeffersonville
  - Kentucky Transportation Cabinet
  - Louisville Metro
  - New Albany
  - Oldham County
  - Shively
  - St. Matthews
  - Louisville Regional Airport Authority
  - Transit Authority of River City
3. The TTCC serves as an advisory body to the TPC and provides transportation related technical review and assistance. Membership on the TTCC may be updated from time to time with a recommendation from the TTCC to the TPC, who retains final approval of TTCC membership. Voting members include:
  - Bullitt County
  - Charlestown
  - Clark County
  - Clark County Air Board
  - Clark County Planning Commission
  - Clarksville
  - Floyd County
  - Indiana Department of Environmental Management
  - Indiana Department of Transportation – Asset Planning and Management
  - Indiana Department of Transportation – Public Transportation
  - Indiana Department of Transportation – Seymour District
  - Jeffersontown

- Jeffersonville
  - Kentuckiana Regional Planning and Development Agency
  - Kentucky Division of Air Quality
  - Kentucky Transportation Cabinet – District 5
  - Kentucky Transportation Cabinet – Division of Planning
  - Louisville & Jefferson County Riverport Authority
  - Louisville Metro Air Pollution Control District
  - Louisville Metro Economic Development
  - Louisville Metro Planning & Design Services
  - Louisville Metro Public Works
  - Louisville Regional Airport Authority
  - New Albany Planning Commission
  - Oldham County Judge Executive
  - Oldham County Planning Commission
  - Port of Indiana - Jeffersonville
  - TARC Elderly & Disabled Advisory Council
  - Transit Authority of River City
4. KIPDA utilizes advisory committees, subcommittees and working groups, which may include members such as: transit consumers, bicycle groups, various technical staff, members of the TPC and/or TTCC, and other interested parties.
  5. The TPC and the TTCC generally meet on the fourth Thursday and the second Wednesday, respectively, of each month. When utilized, the other committees and working groups meet on an as-needed basis.
  6. KIPDA will concur with the planning regulations for Self-Certification to INDOT, KYTC and the Federal Highway Administration (FHWA) regarding the MPO's ability and intention to provide and fulfill the transportation planning requirements for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.

**KIPDA Performance Based Transportation Planning Coordination**

1. KIPDA, with cooperation and collaboration from KYTC, INDOT, TARC and other agency partners, will develop a Performance Management Plan for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
2. The Performance Management Plan will utilize the framework established by the Federal Highway Administration and the Federal Transit Administration by incorporating the National Performance Measures and Planning Factors as defined in MAP-21.
3. The Performance Management Plan will identify goals, objectives, performance measures, and performance targets that will be reflected in KIPDA's:
  - a. Metropolitan Transportation Plan
  - b. Transportation Improvement Program
  - c. Congestion Management Process
  - d. Unified Planning Work Program
  - e. Safety Plan
  - f. Security Plan
  - g. Coordinated Human Services Transportation Plan
  - h. Other relevant KIPDA planning documents, programs, and procedures

4. Through the TPC, and other means, KIPDA, KYTC, INDOT, TARC and other agency partners will, through cooperation and collaboration, identify within the Performance Management Plan the following:
  - a. Goals and Objectives
  - b. Performance Measures
  - c. Data and Data Collection Responsibilities
  - d. Reporting Processes, including appropriate roles and responsibilities
5. KIPDA will consider integration of relevant goals, objectives, and performance measures developed by KYTC, INDOT, and TARC into KIPDA's Performance Management Plan within 180 days of the establishment of performance targets by those agencies.
6. KYTC, INDOT, TARC, and other agency partners will consider relevant goals, objectives, and performance measures from KIPDA's Performance Management Plan in decisions regarding their plans and planning activities in the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
7. KIPDA will participate in the development of and provision of data for performance based asset management plans developed by KYTC, INDOT, TARC and other agency partners.
8. The Performance Management Plan will be approved by the TPC.

**KIPDA Metropolitan Transportation Plan (MTP)**

1. KIPDA will develop (and subsequently maintain) a Metropolitan Transportation Plan (MTP) in cooperation with INDOT, KYTC, TARC and other agency partners at least every four years as required by law. The KIPDA MTP shall cover at least 20 years at the time of its adoption by the TPC.
2. KIPDA will utilize 23 CFR Part 450 in the development of the MTP.
3. As stated 23 CFR Part 450, and as a reflection of good planning practice, KIPDA is responsible for developing a financially reasonable MTP in consultation with INDOT, KYTC, TARC and other agency partners.
4. The MTP Financial Plan will be developed by KIPDA in consultation with KYTC, INDOT, TARC and other agency partners. The process for completing the financial plan will be as follows:
  - a. Using previous annual elements from the Transportation Improvement Program (TIP) KIPDA will identify an average annual dollar amount based on what has been programmed in the TIP for any given annual element. Projects whose primary funding source in the TIP is not from federal formula funds will be removed from the analysis. The average annual dollar amount will be identified by state.
  - b. KIPDA will straight-line project the average annual dollar amount to the horizon year of the MTP in order to identify, by state, the amount of federal formula funds that, for planning purposes only, may be used in developing the MTP Financial Plan.
  - c. KIPDA, in collaboration with KYTC, INDOT, TARC, and other agency partners will review and consider proposals for funding projects where all or part of the anticipated dollars for implementation are not federal formula dollars, and considered innovative funding, etc.. Input from FHWA and FTA may be sought relative to the reasonableness of the funding proposal.
  - d. In order to reflect Year of Expenditure of anticipated federal funds in the Financial Plan, KIPDA will modify the straight-line projections by adjusting each year of the MTP

- estimated available funds by 5% (compounded annually). The Year of Expenditure rate for anticipated funds may be adjusted following concurrence from KYTC, INDOT, TARC, and final approval by the TPC.
- e. KIPDA, working with KYTC, INDOT, TARC and other agency partners, will identify planning level project costs for each project or line item in the KIPDA MTP.
  - f. In order to reflect Year of Expenditure for project costs, KIPDA or the assumed project sponsor will adjust the identified project costs at a rate of 4% compounded annually. The Year of Expenditure rate for project cost may be adjusted following concurrence from KYTC, INDOT, TARC, and final approval by the TPC.
  - g. KIPDA will initiate a cooperative review with KYTC, INDOT, and TARC in order to collaboratively develop, for TPC consideration, the dollar amounts for planning purposes of estimated available funds and estimated project costs. KIPDA will provide first drafts for consideration that include:
    - Draft of anticipated federal funds available for the MTP Financial Plan. Through cooperation and collaboration, each state and TARC may, with presentation of sound reasoning, propose adjusting the estimated federal funds.
    - Draft of estimated project costs identified for the MTP Financial Plan. Through cooperation and collaboration, each state and TARC may, with presentation of sound reasoning, propose adjusting the identified project costs.
  - h. The MTP Financial Plan is considered reasonable when the total estimated federal funds by state and the total identified project costs, also by state, are within 10% of each other. The defined range for a reasonable MTP Financial Plan may be modified following collaboration and cooperation between KYTC, INDOT, TARC, other agency partners, with final approval by the TPC.
  - i. At any time, KIPDA, KYTC, INDOT, or TARC may propose modifications to the process for developing a MTP Financial Plan. KIPDA, KYTC, INDOT, and TARC shall review and discuss any proposed modifications. Changes to the process used in developing the MTP Financial Plan must be approved by the TPC. Any modification to the above described process for completing the MTP Financial Plan will be done so with approval by all parties, and will be documented in the appropriate MTP update.
  - j. The TPC will approve the MTP Financial Plan.
5. Through the TPC and TTCC, KIPDA will coordinate with KYTC, INDOT, TARC and other agency partners to collaboratively develop projects for inclusion in the KIPDA MTP that address the MTP Goals and Objectives, and contribute to attaining the MTP performance measure targets as identified in the KIPDA Performance Management Plan. At a minimum, proposed projects must include:
- a. Detailed description and purpose so as to further the public's understanding of the project and to adequately assess the project
  - b. The anticipated year the project will be open to the public and available for use
  - c. Estimated project costs in Year of Expenditure dollars
6. KIPDA will coordinate with KYTC, INDOT, TARC and other agency partners to ensure that all regionally significant projects, regardless of their funding source, are included in the KIPDA MTP for both air quality conformity and for public information purposes.
7. KIPDA, with collaboration and cooperation from KYTC, INDOT, TARC, and other agency partners, will develop and maintain a Congestion Management Process (CMP). Coordination and cooperation will include, but will not be limited to:
- a. Collection of data necessary for completing the CMP document and implementation of the process

- b. Review selection, and prioritization of projects (including those projects located on the State's highway network) to address congestion-related needs identified through the implementation of the CMP
8. The CMP will be approved and modified by the TPC.
9. At a minimum, KIPDA will provide opportunity for public input on the draft KIPDA MTP as defined in the KIPDA Participation Plan. KIPDA will also consider, summarize, and provide for the disposition of comments received as defined in the KIPDA Participation Plan.
10. A Conformity review/determination shall be completed for each MTP developed by KIPDA, as well as for each amendment to the document, indicating that the plan maintains the area's air quality standard as identified by the Interagency Consultation Group (ICG) Procedures and the States' Implementation Plans for Air Quality.
11. The TPC will approve KIPDA MTP updates and MTP amendments.
12. Following TPC approval of the KIPDA MTP, KIPDA is responsible for forwarding copies of the TPC-approved KIPDA MTP to FHWA, EPA, FTA, and the Interagency Consultation Group.
13. Following the federal conformity review, KIPDA will submit the MTP to KYTC, INDOT, and TARC for inclusion, directly or by reference, in the respective State's Long Range Plan, as well as TARC's Long Range Plan.
14. All proposed changes to the KIPDA MTP must include a project description, project purpose, project cost, Open to Public (OTP) date, federal, state, local and total dollar amount and must be submitted to KIPDA using a KIPDA Project Information Form. The KIPDA MTP may be revised by amendment only.
15. Each project proposed for amendment to the KIPDA MTP will be assessed relative to its impact on the community and its contribution toward achieving the performance targets identified in the KIPDA Performance Management Plan.
16. KIPDA will provide and maintain a website that includes the MTP, its associated amendments, and the CMP for interested parties, public and agency consumption

**KIPDA Transportation Improvement Program (TIP)**

1. KIPDA will develop and maintain a Transportation Improvement Program (TIP), in cooperation and coordination with KYTC, INDOT, TARC, and other agency partners.
2. The KIPDA TIP will be updated at least every four years as required by 23 CFR Part 450. At the time of adoption by the TPC, the TIP shall cover no less than four years.
3. All federal aid funded transportation projects, regardless of funding category, must be consistent with the KIPDA MTP and be included in the fiscally constrained KIPDA TIP.
4. KIPDA is responsible for developing a fiscally constrained TIP. The cooperative process for completing the TIP Financial Plan shall be as follows:
  - a. For the federal funding categories not suballocated to the MPO, the financial plan is based on the fiscal constraint of the KYTC and INDOT STIPs
  - b. KYTC and INDOT will provide an estimate of available federal funds for the funding categories that are suballocated to the MPO

- c. KIPDA is responsible for ensuring that the estimated available funds and project costs in the TIP reflect year of expenditure. KYTC, INDOT, TARC, and other agency partners will assist KIPDA in identifying Year of Expenditure costs for TIP projects. The rates for Year of Expenditure shall be consistent with the Year of Expenditure rates utilized in the development of the KIPDA MTP.
  - d. At any time, KIPDA, KYTC, INDOT, TARC, or other agency partners, may cooperatively review and update the estimated balances for those federal funds suballocated to the MPO. At a minimum, the above agencies will collaborate on ensuring accurate estimates of available funds for each funding category suballocated to the MPO.
5. Because the KIPDA TIP is a subset of the KIPDA MTP and the TIP and MTP projects are consistent in terms of scope, timing, and estimated costs, the Air Quality Conformity Determination for the TIP is based on the Air Quality Conformity of the MTP.
6. Because the KIPDA TIP is a subset of the KIPDA MTP and the TIP and MTP projects are consistent in terms of scope, timing, and estimated costs, the contribution of the TIP toward achieving the performance targets identified in the KIPDA Performance Management Plan is based on the contribution of the MTP to achieve the performance targets identified in that document.
7. KIPDA will coordinate with KYTC, INDOT, TARC and other agency partners to ensure that all regionally significant projects, regardless of their funding source, are included in the KIPDA TIP for public information purposes.
8. KIPDA, in collaboration and coordination with KYTC, INDOT, TARC and other agency partners, will develop and maintain a project priority process for federal funds that are suballocated to the MPO. The project priority process will be consistent with the MTP and may be modified at the discretion of the TPC.
9. During a TIP update, KIPDA will coordinate with KYTC, INDOT, TARC and other agency partners in order to identify projects and programs for the KIPDA TIP.
10. At a minimum, KIPDA will provide opportunity for public input on the draft TIP and proposed amendments as defined in the KIPDA Participation Plan. KIPDA will also consider, summarize, and provide for the disposition of comments received as defined in the KIPDA Participation Plan.
11. At the discretion of KIPDA, the TIP may be modified by completing a TIP update, amendment, or administrative modification. The KIPDA TIP will be amended semi-annually unless special circumstances require more frequent amendments.
12. There are two methods used to revise the KIPDA TIP: by Administrative Modification or by Amendment. All TIP modifications and amendments will be processed in consultation with the Interagency Consultation Group (ICG) and in accordance with MTP air quality conformity procedures.
13. All requests for administrative modification will be presented to the TPC for information purposes. No approval is required of the TPC for administrative modifications.
14. KIPDA, with cooperation and collaboration from KYTC, INDOT, TARC, and other agency partners will develop a KIPDA Project Management Process. The Project Management Process will:

- a. Focus its efforts toward addressing the MAP 21 National Goal of Reduced Project Delivery Delay
  - b. Strive to advance projects with the greatest benefit for the region and contribute to achieving the performance targets identified in the Performance Management Plan
  - c. Utilize limited funding sources in the most efficient and cost effective manner
  - d. Provide the mechanism for monitoring and managing the obligation of federal funds
  - e. Assist in facilitating advancement of projects that are able to obligate federal funds in lieu of currently programmed projects that have suffered a delay in their implementation and/or are unable to obligate federal funds as originally scheduled
15. At a minimum, the KIPDA Project Management Process will provide the basis for:
- a. Establishing priority processes relative to the advancement of projects from the KIPDA MTP to the KIPDA TIP
  - b. Establishing priority processes for those projects in the KIPDA TIP that are programmed with federal formula funds suballocated to the KIPDA MPO
  - c. Ensuring that projects proposed to use MPO suballocated federal funds are ready for programming/obligation and able to proceed in an expeditious manner and without delay
  - d. Monitoring the progress of projects and programs in the KIPDA TIP
16. The Project Management Process will be approved, and if necessary, may be modified by the TPC.
17. The TPC will approve KIPDA TIP updates and TIP amendments.
18. KIPDA, with cooperation from KYTC, INDOT, and TARC will produce an Annual List of Obligated projects for inclusion in each TIP update and for placement on the KIPDA website.
19. The TPC approves the KIPDA TIP, followed by approvals from the INDOT Commissioner and the KYTC Secretary (on behalf of the respective Governors). It is then included in the Statewide Transportation Improvement Programs (STIPs) of both states by reference or amendment.
20. KIPDA will provide and maintain a website that includes the KIPDA TIP and associated amendments and administrative modifications for interested parties, public and agency consumption.

**KIPDA Coordinated Human Services Transportation Plan**

- 1. KIPDA, with cooperation and collaboration from KYTC, INDOT, TARC, and other agency partners, will develop and maintain a KIPDA Coordinated Human Services Transportation Plan (CHSTP).
- 2. The CHSTP will include the MPO counties of Clark, Floyd, Bullitt, Jefferson, Oldham, and a portion of Harrison County, Indiana and Shelby County, Kentucky as well as non MPO counties of Henry, Shelby (outside the MPO area), Spencer and Trimble in Kentucky.
- 3. To the extent possible, the CHSTP will reflect the Goals and Objectives from the MTP.
- 4. The CHSTP will identify performance measures and targets that reflect the KIPDA Performance Management Plan.



5. Given the transit-oriented nature of the CHSTP, KIPDA will seek direct input and collaboration from TARC, its advisory committees, and other interested parties.
6. At a minimum, KIPDA will provide opportunity for public input on the draft CHSTP as defined in the KIPDA Participation Plan. KIPDA will also consider, summarize, and provide for the disposition of comments received as defined in the KIPDA Participation Plan.
7. The TPC and the Regional Transportation Committee (RTC) will approve the CHSTP.
8. KIPDA will provide and maintain a website that includes the CHSTP and associated amendments for interested parties, public and agency consumption.

#### **KIPDA Participation Plan**

1. KIPDA will develop and maintain a KIPDA Participation Plan (PP) in accordance with 23 CFR Part 450, and good planning practice, that is adopted by the TPC. The PP will coordinate with the INDOT, KYTC and TARC participation processes.
2. The participation process identified in the PP shall be followed during the development of the MTP, TIP, CHSTP, PP and other studies, documents, programs, and procedures as defined in the PP.
3. The PP also defines opportunities and guidelines for engaging the public at KIPDA Committee meetings.
4. KIPDA will provide and maintain a website that includes the PP and associated amendments for interested parties, public and agency consumption.

#### **KIPDA Regional Travel Demand Forecasting**

1. KIPDA, with cooperation and consultation from KYTC, INDOT, TARC, and other agency partners, is responsible for developing and maintaining a travel demand forecasting model for the Louisville/Jefferson County KY-IN Metropolitan Planning Area.
2. KIPDA may make available to KYTC, INDOT, TARC, and other agency partners the inputs to and outputs from the KIPDA Regional Travel Demand forecasting model.

#### **KIPDA Unified Planning Work Program**

1. In accordance with 23 CFR Part 450, a Unified Planning Work Program (UPWP) will be prepared by KIPDA in cooperation and consultation with INDOT, KYTC, TARC, other agency partners, and FHWA, and FTA.
2. KIPDA will include the planning emphasis areas (PEA's) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas should be received in a timely manner so that they can receive proper consideration.
3. KIPDA will develop annual MPO Planning Priorities for inclusion in the UPWP. The planning priorities will identify the key tasks and outcomes for the upcoming fiscal year that are necessary to maintain and advance the transportation planning activities at KIPDA.
4. Along with MPO Planning Priorities, KIPDA will include in the UPWP the MPO performance measures and their applicability to the transportation planning process.

5. In cooperation and coordination with KYTC, INDOT, TARC, and other agency partners, KIPDA will incorporate directly or by reference the roles and responsibilities associated with the tasks identified in the KIPDA Performance Management Plan for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
6. KIPDA, in collaboration with KYTC, INDOT, TARC and other agency partners will utilize the Planning/Studies Selection Process for identifying studies and projects that may utilize PL funds, should they be available. At a minimum, the projects and studies will:
  - a. Further the transportation planning process within the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area
  - b. Improve the community
  - c. Contribute to attaining the performance targets identified in the KIPDA Performance Management Plan, or providing necessary data relative to the performance measures
7. The TPC approves the UPWP.
8. KIPDA will submit to both states a final KIPDA Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.
9. KIPDA will provide and maintain a website that includes the KIPDA UPWP and associated amendments for interested parties, public and agency consumption.

**KIPDA Title II, Title VI, and Environmental Justice**

1. KIPDA will comply with all appropriate federal assurances, civil rights and DBE requirements, Title VI guidance, ADA requirements, and procurement activities guidelines.
2. In implementing its transportation planning process, KIPDA will, at a minimum, reflect the transportation related elements of the:
  - a. Americans with Disabilities Act of 1990, Title II
  - b. Civil Rights Act of 1964, Title VI
  - c. Civil Rights Restoration Act of 1987
  - d. Executive Order #12898 (Environmental Justice)
  - e. Executive Order #13166 (Limited English Proficiency)
  - f. USDOT Order 5610.2(a) (Environmental Justice)
  - g. FTA Circular 4702.1(b) (Title VI)
  - h. FTA Circular 4703.1 (Environmental Justice)
  - i. FHWA Order 6640.23(a) (Environmental Justice)
3. KIPDA, with collaboration and cooperation from KYTC, INDOT, TARC, and other agency partners, will develop and maintain the KIPDA Community Impact and Assessment (CIA) resource document for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area. The CIA ensures consideration of communities of concern in the KIPDA transportation planning process. At a minimum, the CIA will include:
  - a. Community socio-economic profiles
  - b. Benefits and Burdens Assessment and Planning
  - c. Environmental Justice Study Areas
4. KIPDA, KYTC, INDOT, TARC and other agency partners will collaborate on the collection of data, the analysis of data, and the reporting of findings associated with completing the CIA and its subsequent implementation

5. The findings and analysis tools identified in the CIA will be reflected, at a minimum, in the KIPDA:
  - a. Metropolitan Transportation Plan
  - b. Transportation Improvement Program
  - c. Coordinated Human Services Transportation Plan
  - d. Participation Plan
  - e. Unified Planning Work Program
  - f. Performance Management Plan
6. The CIA will be approved, and may be modified, by the TPC.
7. KIPDA will monitor, and report to the TPC, the progress of the development and implementation of ADA Transition Plans by KIPDA MPO member agencies.

## **RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION (INDOT):**

The Indiana Department of Transportation (INDOT) Commissioner (or designee) and an INDOT – Seymour District Representative (or designee) will attend the Transportation Policy Committee (TPC) and both will have voting representation for INDOT. INDOT representatives (or designees) from INDOT – Asset Planning and Management, INDOT – Public Transportation, and INDOT – Seymour District will attend Transportation Technical Coordinating Committee (TTCC) meetings and all Sections will have voting representation for INDOT.

### **Performance Based Transportation Planning Coordination**

1. INDOT will cooperate and collaborate with KIPDA, KYTC, TARC and other agency partners, in the development of a KIPDA Performance Management Plan, as defined by KIPDA and for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
2. Through the Transportation Policy Committee, and other means, INDOT and other agency partners will, through cooperation and collaboration, identify within the Performance Management Plan the following:
  - a. Goals and Objectives
  - b. Performance Measures
  - c. Data and Data Collection Responsibilities
  - d. Reporting Processes, including appropriate roles and responsibilities
3. KIPDA, KYTC, INDOT, TARC, and other agency partners will directly or by reference integrate the relevant goals, objectives, and performance measures from INDOT and other agency partners into KIPDA's Performance Management Plan.
4. INDOT will consider relevant goals, objectives, and performance measures from KIPDA's Performance Management Plan in decisions regarding their plans and planning activities in the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.

### **KIPDA Metropolitan Transportation Plan and Transportation Improvement Program**

1. INDOT will participate in updates to KIPDA's Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as subsequent amendments and TIP administrative modifications
2. The INDOT Statewide Transportation Plan shall be developed in cooperation and coordination with the KIPDA MTP.
3. INDOT will develop a list of planned improvement needs on State jurisdiction highways, developed in conjunction and in cooperation with KIPDA for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area. INDOT will also review and consider projects and programs identified through the development of the KIPDA MTP.
4. INDOT will participate in the development of funding estimates and project costs during the development of the KIPDA MTP. Participation will include, and may not be limited to:
  - a. Review of the draft estimate of available resources, for planning purposes only, identified by KIPDA
  - b. If necessary, and in a timely manner, proposal of modifications to the KIPDA estimate of available revenue for planning purposes, for the Indiana portion of the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area

- c. Review and consideration of the draft estimated project and program costs identified during the development of the KIPDA MTP
  - d. Initiated at the request of either KIPDA or INDOT, collaboration in the development of funding estimates and project costs for updates to the KIPDA Transportation Improvement Program. The cooperation between KIPDA and INDOT concerning the KIPDA TIP Financial Plan is not limited to updates. Participation will include a review and, if necessary, revision of federal funding balances for those funds that are suballocated to the MPO.
5. INDOT will participate in the KIPDA Project Management Process, including, but not limited to:
    - a. Review of the project priority processes and outcomes
    - b. Provision of project information related to the progress of projects programmed in the TIP
  6. INDOT will develop the Indiana Statewide Transportation Improvement Program (STIP) in cooperation with KIPDA's transportation planning process and incorporate the KIPDA approved TIP by reference or amendment in its entirety.
  7. INDOT will provide timely lists (based upon KIPDA's TIP update schedule) of INDOT projects within the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area in sufficient detail and accuracy to allow for the development of a TIP for the region. At a minimum, INDOT will provide the following project information for updates, amendments and administrative modifications: project description, project purpose, project cost by phase, open to public (OTP) date, and federal, state, local and total dollar amount. All proposed amendments to the KIPDA TIP must be submitted using KIPDA's Project Information Form.
  8. INDOT will provide, in a timely manner, lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow KIPDA to develop and publish an Annual List of Obligated Projects (ALOP) in the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
  9. INDOT will provide Central and District Office coordination for KIPDA on all matters including the KIPDA MTP and TIP.
  10. INDOT Central and District Offices will collect and share transportation system information with KIPDA to facilitate a cooperative transportation planning process.

**KIPDA UPWP Coordination Activities**

1. INDOT will participate in transportation planning activities related to the KIPDA Unified Planning Work Program (UPWP) (such as review of the document, preparation of contracts following its approval, review of billings submitted by the MPO, etc.) and also assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
2. INDOT will provide updated consolidated PL figures based on the current PL Distribution formula approved by FHWA and INDOT. INDOT will provide these figures in a timely manner each year to allow for development of the KIPDA UPWP.
3. INDOT will review and provide approval of the KIPDA UPWP and concurrence with the Cost Allocation Plan in a timely manner, and will develop required contracts and purchase orders.

## **RESPONSIBILITIES OF THE KENTUCKY TRANSPORTATION CABINET (KYTC):**

The Kentucky Transportation Cabinet (KYTC) Secretary of Transportation (or designee) will attend the Transportation Policy Committee (TPC) meetings and have voting representation for KYTC. The KYTC Chief District Engineer for District 5-Louisville (or designee) and a representative from the KYTC Division of Planning (or designee) will attend Transportation Technical Coordinating Committee (TTCC) meetings and both will have voting representation for KYTC.

### **Performance Based Transportation Planning Coordination**

1. KYTC will cooperate and collaborate with KIPDA, INDOT, TARC and other agency partners, in the development of a KIPDA Performance Management Plan, as defined by KIPDA and for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
2. Through the Transportation Policy Committee, and other means, KYTC and other agency partners will, through cooperation and collaboration, identify within the Performance Management Plan the following:
  - a. Goals and Objectives
  - b. Performance Measures
  - c. Data and Data Collection Responsibilities
  - d. Reporting Processes, including appropriate roles and responsibilities
3. KIPDA, KYTC, INDOT, TARC, and other agency partners will directly or by reference integrate the relevant goals, objectives, and performance measures from KYTC and other agency partners into KIPDA's Performance Management Plan.
4. KYTC will consider relevant goals, objectives, and performance measures from KIPDA's Performance Management Plan in decisions regarding their plans and planning activities in the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.

### **KIPDA Metropolitan Transportation Plan and Transportation Improvement Program**

1. KYTC will participate in updates to the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as subsequent amendments and TIP administrative modifications.
2. The KYTC Statewide Transportation Plan shall be developed in cooperation and coordination with the KIPDA MTP.
3. KYTC will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with KIPDA for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area. KYTC will also review and consider projects and programs identified through the development of the KIPDA MTP.
4. KYTC will participate in the development of funding estimates and project costs during the development of the KIPDA MTP. Participation will include, and may not be limited to:
  - a. Review of the draft estimate of available resources, for planning purposes only, identified by KIPDA
  - b. If necessary, and in a timely manner, proposal of modifications to the KIPDA estimate of available revenue for planning purposes, for the Kentucky portion of the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area

- c. Review and consideration of the draft estimated project and program costs identified during the development of the KIPDA MTP
  - d. Initiated at the request of either KIPDA or KYTC, collaboration in the development of funding estimates and project costs for updates to the Transportation Improvement Program. The cooperation between KIPDA and KYTC concerning the KIPDA TIP Financial Plan is not limited to updates. Participation will include a review and, if necessary, revision of federal funding balances for those funds that are suballocated to the MPO.
5. KYTC will participate in the KIPDA Project Management Process, including, but not limited to:
    - a. Review of the project priority processes and outcomes
    - b. Provision of project information related to the progress of projects programmed in the KIPDA TIP
  6. KYTC will develop the Kentucky Statewide Transportation Improvement Program (STIP) in cooperation with KIPDA's transportation planning process and incorporate the KIPDA approved TIP by reference or amendment in its entirety
  7. KYTC will provide timely lists (based upon KIPDA's TIP update schedule) of KYTC projects within the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area in sufficient detail and accuracy to allow for the development of a TIP for the region. At a minimum, KYTC will provide the following project information for updates, amendments and administrative modifications: project description, project purpose, project cost by phase, open to public (OTP) date, and federal, state, local and total dollar amount. All proposed amendments to the KIPDA TIP must be submitted using KIPDA's Project Information Form.
  8. KYTC will provide, in a timely manner, lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow KIPDA to develop and publish an Annual List of Obligated Projects (ALOP) from the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
  9. KYTC will collect and share transportation system information with KIPDA to facilitate a cooperative transportation planning process.

**KIPDA UPWP Coordination Activities**

1. KYTC will participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the MPO, etc.) and also assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
2. KYTC will provide updated consolidated PL (FHWA) and Section 5303 (FTA) figures based on the current PL Distribution formula approved by FHWA and KYTC. KYTC will provide these figures in a timely manner each year to allow for development of the UPWP.
3. KYTC will review and provide approval of the UPWP and concurrence with the Cost Allocation Plan in a timely manner, and will develop required contracts and purchase orders.

## **RESPONSIBILITIES OF THE TRANSIT AUTHORITY OF RIVER CITY (TARC):**

The Transit Authority of River City (TARC) Board Chairman (or designee) will attend the Transportation Policy Committee (TPC) meetings and have voting representation for TARC. The Director of Planning (or designee) will attend Transportation Technical Coordinating Committee (TTCC) meetings and have voting representation for TARC.

### **Performance Based Transportation Planning**

1. TARC will cooperate and collaborate with KIPDA, INDOT, KYTC and other agency partners, in the development of a KIPDA Performance Management Plan, as defined by KIPDA and for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
2. Through the Transportation Policy Committee, and other means, TARC and other agency partners will, through cooperation and collaboration, identify within the Performance Management Plan the following:
  - a. Goals and Objectives
  - b. Performance Measures
  - c. Data and Data Collection Responsibilities
  - d. Reporting Processes, including appropriate roles and responsibilities
3. KIPDA, KYTC, INDOT, TARC, and other agency partners will directly or by reference integrate the relevant goals, objectives, and performance measures from TARC and other agency partners into KIPDA's Performance Management Plan.
4. TARC will consider relevant goals, objectives, and performance measures from KIPDA's Performance Management Plan in decisions regarding their plans and planning activities in the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.

### **KIPDA Metropolitan Transportation Plan and Transportation Improvement Program**

1. TARC will participate in updates to the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as subsequent amendments and TIP administrative modifications.
2. TARC will develop a list of planned improvement transit needs in conjunction and in cooperation with KIPDA for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area. TARC will also review and consider projects and programs identified through the KIPDA development of the MTP.
3. Upon KIPDA request, TARC will provide a Capital Improvement Program (Program of Projects) to KIPDA for inclusion in the KIPDA TIP.
4. TARC will participate in the development of funding estimates and project costs during the development of the KIPDA MTP. Participation will include, and may not be limited to:
  - a. Review of the draft estimate of available resources, for planning purposes only, identified by KIPDA
  - b. If necessary, and in a timely manner, proposal of modifications to the KIPDA estimate of available revenue for planning purposes
  - c. Review and consideration of the draft estimated project and program costs identified during the development of the KIPDA MTP
  - d. Initiated at the request of either KIPDA or TARC, collaboration in the development of funding estimates and project costs for updates to the KIPDA TIP. The cooperation



between KIPDA and TARC concerning the KIPDA TIP Financial Plan is not limited to updates.

5. TARC will participate in the KIPDA Project Management Process, including, but not limited to:
  - a. Review of the project priority processes and outcomes
  - b. Provision of project information related to the progress of projects programmed in the KIPDA TIP
6. TARC will provide timely lists (based upon KIPDA's TIP update schedule) of TARC projects within the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area in sufficient detail and accuracy to allow for the development of a TIP for the region. At a minimum TARC will provide the following project information for updates, amendments and administrative modifications: project description, project purpose, project cost by phase, open to public (OTP) date, and federal, state, local and total dollar amount. All proposed amendments to the KIPDA TIP must be submitted using KIPDA's Project Information Form.
7. TARC will provide in a timely manner lists of projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow KIPDA to develop and publish an Annual List of Obligated Projects (ALOP) for the Louisville/Jefferson County (KY-IN) Metropolitan Planning Area.
8. TARC will collect and share transportation system information with KIPDA to facilitate a cooperative transportation planning process.

**KIPDA UPWP Coordination Activities**

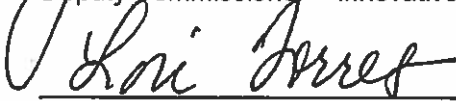
TARC will participate in transportation planning activities related to the UPWP (such as review of the document, and preparation of contracts following its approval).

In witness thereof, the undersigned executive staff members of INDOT, KYTC, KIPDA and TARC have executed this Memorandum of Agreement on the dates indicated below. Effective Date of the Agreement will be the date of the final signature.

**INDIANA DEPARTMENT OF TRANSPORTATION**

  
\_\_\_\_\_  
Deputy Commissioner – Innovative Project Delivery

Date 6/10/2015

  
\_\_\_\_\_  
INDOT Legal Counsel

Date 6/11/2015

**KENTUCKY TRANSPORTATION CABINET**

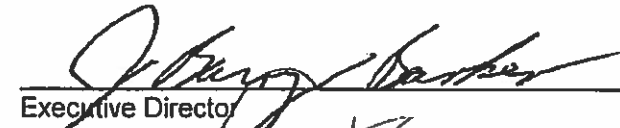
  
\_\_\_\_\_  
Secretary

Date 7/2/15

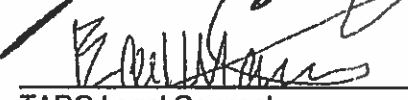
  
\_\_\_\_\_  
KYTC Legal Counsel

Date 6/29/15

**TRANSIT AUTHORITY OF RIVER CITY**

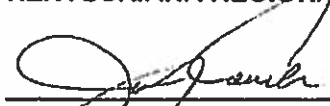
  
\_\_\_\_\_  
Executive Director

Date 6/9/15


  
\_\_\_\_\_  
TARC Legal Counsel

Date 6.5.15

**KENTUCKIANA REGIONAL PLANNING AND DEVELOPMENT AGENCY**

  
\_\_\_\_\_  
Executive Director

Date May 27, 2015

  
\_\_\_\_\_  
KIPDA Legal Counsel

Date 6/2/15