

BATTLE CREEK AREA TRANSPORTATION STUDY (BCATS)

UNIFIED WORK PROGRAM

FY 2025

BCATS

BCATS POLICY
APPROVED

MAY

2024

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INTRODUCTION

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

This report partially fulfills work item 4.0100 (Program Development and Management) of BCATS' UWP for FY 2024. The document was funded, in part, through grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the U.S. Department of Transportation under one consolidated planning grant through the FHWA. The views and opinions of the authors expressed herein do not necessarily state or reflect those of the Michigan Department of Transportation or the U. S. Department of Transportation. Additional funds for the preparation of this document were provided by the Cities of Battle Creek and Springfield and Calhoun County on behalf of the Calhoun County Road Department. The document was prepared by Jeff Franklin, Executive Director at BCATS.

The FY 2025 Unified Work Program was approved by the Battle Creek Area Transportation Study Policy Committee on May 22, 2024.

BATTLE CREEK AREA TRANSPORTATION STUDY

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BATTLE CREEK AREA TRANSPORTATION STUDY TRANSPORTATION PRIORITIES

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

FOCUS AREAS

WORK ITEMS ADDRESSING ISSUE

Systemwide

2045 Metropolitan Transportation Plan maintenance	1.0000, 2.0428, 2.0618
Performance-Based Planning and Programming	1.0000, 2.0428, 2.0501, 2.0618
Implementing and Monitoring the 2023-2026 TIP	1.0000, 2.0501, 3.0000
Development of the 2026-2029 TIP	1.0000, 2.0501, 3.0000
Safe & Accessible Transportation Options	1.0000, 2.0501, 2.0641
Safety Conscious Planning/Safety Education	1.0000, 2.0618, 2.0641, 3.0000
Asset Management	1.0000, 10040M, 2.0618
I-94 and I-194 Corridors	1.0000, 2.0428, 2.0618, 2.0643
Traffic Count Program	1.0000
Public Participation	2.0501, 2.0618, 3.0000
Freight Planning	1.0000, 2.0643
Air Quality	2.0428, 2.0618, 2.0619, 2.0645
2020 U.S. Census NFC review with MDOT	1.0000, 2.0618
MIRE and Travel Information Unit - MDOT	1.0000

Specific

Corridor Monitoring of Major Facilities

I-94/I-194	I-94 BL east and M-96 (E. Michigan Avenue)
M-96 (Columbia Avenue)	I-94 BL west and Skyline Dr./Hill Brady Road (NHS)
Beckley Road/B Drive North	I-94/M-311 (11 Mile Road) interchange
M-66 north (Capital Avenue NE)	M-96 (Dickman Road) Non-Motorized Corridor
I-94/Capital Avenue Interchange	

Developments and Other Areas to Consider

- Ford BlueOval Battery Park Michigan (operational in 2026)
- Potential Housing Developments as a result of the Ford Battery Park
- Potential MDOT and Local road improvements as a result of the Ford Battery Park
- Downtown Battle Creek continuing redevelopment
- Kalamazoo River naturalization priority and related roadwork
- Lakeview Square Mall Redevelopment
- Tribal Casino/Hotel – additional or ancillary development
- Fort Custer Industrial Park Plans/Military Plans along Skyline Drive
- Airport industrial development

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2025 UNIFIED WORK PROGRAM
OUTLINE OF WORK ACTIVITIES**

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

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

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

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

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

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

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

THE TRANSPORTATION PLANNING PROCESS

Background

In February, 2024, an updated “Memorandum of Understanding” (MOU) was executed between the Battle Creek Area Transportation Study (BCATS), Battle Creek Transit (BCT), and the Michigan Department of Transportation (MDOT), specifically to add references to the performance-based planning process. This MOU updated the previous MOU from 2018 between the parties. The MOU frames the context of future planning activities involving the three agencies and promotes the 3-C (continuing, comprehensive and cooperative) nature of the ongoing planning process. The MOU commits BCATS, BCT, and MDOT to a common understanding of the scope and conduct of the process, as outlined in the MOU and summarized below:

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

The MOU is distinct and different from the “Master Agreement” executed between MDOT and BCATS (which is re-executed every three years) that details the rights and responsibilities of the two agencies in areas such as billing, auditing, recordkeeping, etc. For the FY 2025 UWP, BCATS will be operating under a Master Agreement covering the FY 2024-2026 time period.

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

On-going Process

The following activities will support the on-going planning process into the year 2025.

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

Development of Tools and Data for Analysis and Evaluation –

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

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

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

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

National Functional Classification (NFC) Review – It is expected within FY 2025 that MDOT staff will prepare informational materials and meet with each MPO in the state regarding an MPO wide NFC review. This meeting will consist of BCATS' jurisdictional agencies proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within the BCATS planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. Any proposed revisions will be reviewed by MDOT staff. When MDOT is in concurrence, the NFC change proposals would then be submitted to FHWA for final review.

Planning Program Emphasis Areas – the FY 2020-2023 TIP, approved in 2022, reflected the requirements of performance-based planning and programming and performance targets, as does the FY 2023-2026 TIP, approved in May 2022. BCATS has recently acted to “support” several state target areas and local transit targets that have been updated by MDOT and the local transit operator. To the extent feasible, the federal and state emphasis areas presented to BCATS at the annual pre-Unified Work Program meeting were taken into consideration in the

development of the program. For FY 2025, the federal emphasis areas continue to be: tackling the climate crisis-transition to a clean energy, resilient future; equity and Justice40 in transportation planning; complete streets; public involvement; Strategic Highway Network/U.S. Dept. of Defense coordination; Federal Land Management Agency coordination; planning and environmental linkages; and data in transportation planning.

The MDOT emphasis areas for FY 2025 have been presented as: maintenance of the FY 2023-2026 TIP; involvement in JobNet application enhancements; transit project accuracy in the TIP; identification of utilization of the 2.5% PL funds for safe and accessible transportation options across modes; review and update of Public Participation Plans; compliance with Transportation Performance Measures requirements; enhanced long range plan coordination between MDOT and MPOs; and focus on partnerships in the transportation planning process. Several MDOT program areas have also provided the MPOs with focus area language for the FY 2025 UWPs. This includes the AM program, MIRE program, HPMS program, Travel Information Unit, and Transportation Alternatives program(s). The information provided by those program areas is summarized below.

MIRE

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

HPMS

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

TRAVEL INFORMATION UNIT

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

TRANSPORTATION ALTERNATIVES PROGRAM

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

FY 2025 UNIFIED WORK PROGRAM ACTIVITIES

1.0 SERIES – DATA

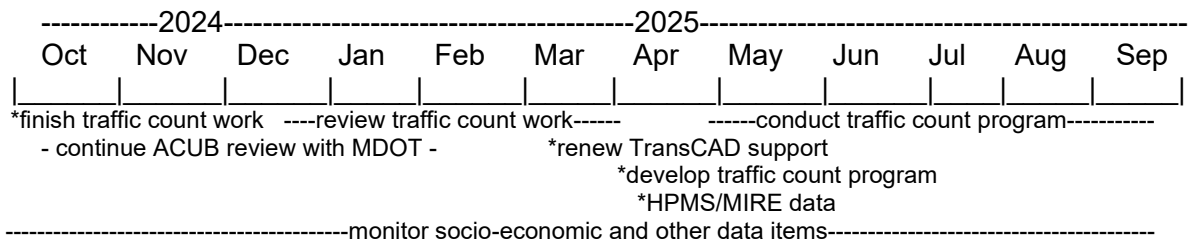
1.0000 Data Collection and Analysis

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

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

- Products:
- 2025 Traffic Counting Program (development and implementation)
 - raw data for traffic counts, crash statistics, transit and other data
 - safety and freight data, as available
 - work with MDOT on area of local traffic counts/traffic count needs
 - 2020 Census NFC impacts
 - natural resources environmental related data, as needed
 - annual TransCAD licensing for 2025
 - HPMS data collection and training
 - support of MDOT’s planning efforts for collection/confirmation of MIRE FDE data

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



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

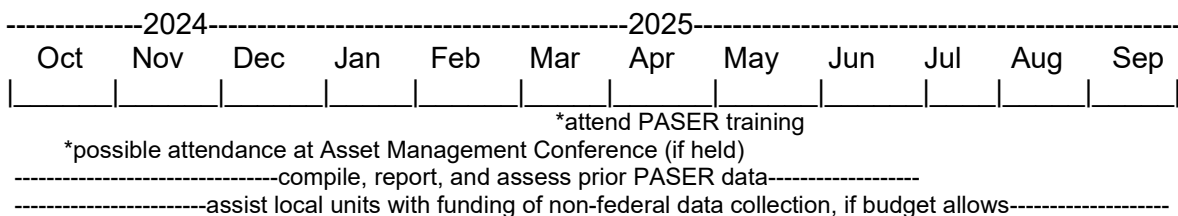
1.0040 Asset Management – MDOT Funded Project

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

Purpose: Satisfy the requirements of P.A. 499 of 2002, and subsequent state legislation, for the fiscal year 2025 for the Asset Management program. Serve as coordinator for any data collection, review, distribution, and dissemination of pavement condition data within the BCATS area, as outlined in the Asset Management program guidelines revised by the Asset Management Council in March 2024 and included as Attachment B of this document.

- Products:
- Staff training in PASER or other software, as needed and/or required
 - PASER data collected on federal-aid eligible roads in the BCATS' area of responsibility (all participants), if a survey year (2025 is a federal-aid survey year in the BCATS area), as prescribed by the Asset Management guidelines (Attachment B).
 - Report of Asset Management activities
 - Updated status report of Act 51 agency asset management activities and plans within the BCATS boundaries
 - Solicit interest by the local agencies and support collection of non-federal aid local road data or culvert data by the City and/or County and provide financial reimbursement if the budget allows, according to the Asset Management guidelines
 - Attendance at other Asset Management training, such as seminars, webinars, and conferences, as required

Timeline: The timeline for this project is dependent each year upon whether it is the year to complete the PASER field work within the BCATS area (which is every other year). In 2025, the federal-aid field work is scheduled for the portion of the county which is inside the BCATS area. BCATS staff also conducts analysis work associated with collected PASER data. BCATS staff will assess, with the local agencies, the availability of funding for data collection on the non-federal aid local road system or for other assets during FY 2025.



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

2.04 SERIES – LONG RANGE TRANSPORTATION PLANNING

2.0428 Long Range Transportation Planning

Lead Agency: BCATS

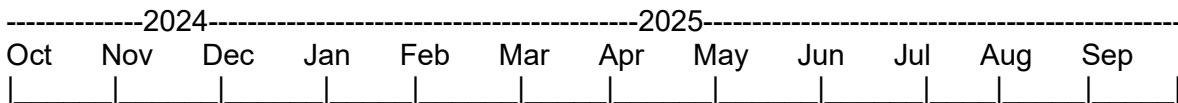
Purpose: Maintenance of the 2045 Metropolitan Transportation Plan (MTP) completed in February 2022. Update of System Performance Report (SPR) for 2025. Conduct any public participation efforts necessary for the 2045 MTP. Continue the development of the travel demand model for MTP 2050 in coordination with MDOT SUTA, including review of various data.

Products:

- Maintain and monitor the 2045 Metropolitan Transportation Plan
- On-going review of any new long range planning requirements under federal regulations
- Complete 2025 System Performance Report (SPR)
- Work with MDOT SUTA on the road network data review and the approval of the base year SE and employment conditions for the MTP 2050 Travel Demand Model.

Timeline:

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



*SPR completed

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

2.05 SERIES – SHORT RANGE TRANSPORTATION PLANNING

2.0501 Transportation Improvement Program (TIP)

Lead Agency: BCATS

Purpose:

Monitor and implement the FY 2023-2026 Transportation Improvement Program (TIP), including amendments and administrative adjustments, including all associated materials, public notices, air quality reviews, and meetings. Develop the FY 2026-2029 Transportation Improvement Program, including facilitation of BCATS' TIP Subcommittee as necessary.

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

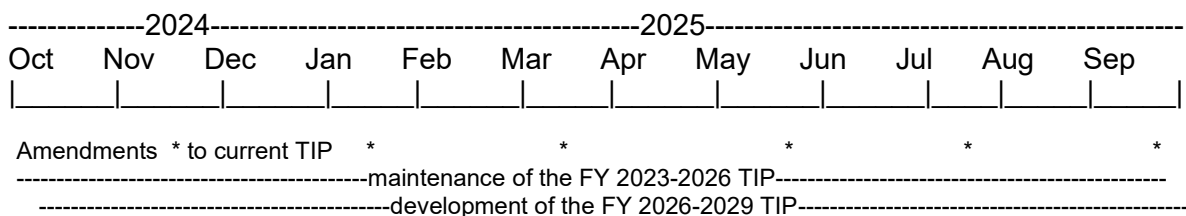
Prepare an annual listing of obligated projects from FY2024, per federal requirements

Products:

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

Timeline:

Amendments to the FY 2023-2026 TIP will be scheduled for November 2024, January 2025, March 2025, May 2025, July 2025 and September 2025, unless deemed not necessary. The annual report of projects from the prior year is to be completed in November or December 2024.



*annual report of obligated projects

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

2.0520 Short Range Transit Planning

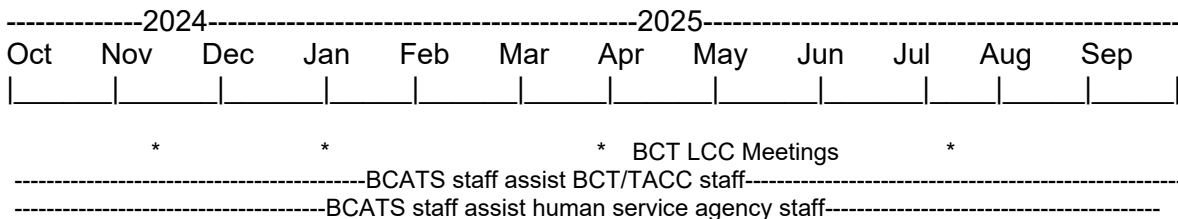
Lead Agencies: BCATS, with support from Battle Creek Transit (BCT) and/or Transportation Authority of Calhoun County (TACC)

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

- Products:
- Results of any significant transit studies
 - Assistance to BCT and human service agencies with projects in the TIP, ie; JobNet changes
 - Staff involvement with BCT or TACC committees
 - Assistance to BCT or TACC in efforts to meet the transit performance-based planning requirements of the federal regulations, specifically safety and State of Good Repair targets
 - Support of BCT/TACC needs assessments and projects that may develop
 - Further support of TACC efforts to implement their countywide transit operations (including Congressionally Directed Spending for various TACC startup capital and planning needs)

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

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



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

2.0520 Short Range Transit Planning (continued)

Note on Congressionally Directed Spending

Federal Transit Administration (FTA) informed Battle Creek Transit (City of Battle Creek) that Congress appropriated \$1,500,000.00 (\$1.5 million) for Capital Investment for the Startup of the Transportation Authority of Calhoun County (TACC). The federal funding of \$1.5 million will be matched by the State of Michigan at an overall 80%/20% standard split. The anticipated federal dollar expenditures are outlined as follows:

- \$200,000 – Intelligent Transportation Systems (includes cost of additional licensing, rebranding, and rezoning from current ITS system).
- \$50,000 – Intelligent Transportation System hardware (includes costs of tablets, antennas, and associated equipment installed inside vehicles).
- \$150,000 – Communications Equipment (includes cost of procuring new radio hardware and service for countywide connectivity).
- \$75,000 – Computer Equipment (includes the cost of purchasing additional computers, monitors, and office equipment to operate expanded dispatch operations).
- \$250,000 – Planning/Design/Professional Services (includes the cost of hiring a third party to do route design, brochure development, bus stop inventory, and route realignment).
- \$150,000 – Marketing/Professional Services (includes the cost of marketing, ongoing branding and design services, website management, etc.).
- \$175,000 – Contracting/Vehicle Wraps (includes the cost of rebranding the existing fleet to match the Ride Calhoun brand).
- \$450,000 – Purchase up to 6 expansion vehicles (to include minivans and full-size vans).

Specifically, the \$250,000 for Planning/Design/Professional Services will have a State of Michigan match of \$62,500, for a total Planning expense proposal of \$312,500 (80% of which is \$250,000 federal share). BCATS anticipates interaction with BCT/TACC related to this Planning expense, including the listing of the overall Congressionally Directed Spending project on the BCATS' Transportation Improvement Program over time.

BCATS has updated both Technical Committee and Policy Committee Bylaws reflecting TACC technical staff and TACC Board Chair as recognized members of BCATS.

BCATS Executive Director attends all TACC meetings with a standing agenda item to report on matters of BCATS/TACC overlap.

2.06 SERIES – OTHER PROJECTS, STUDIES, AND PLANNING EFFORTS

2.0618 Coordination with Statewide Planning

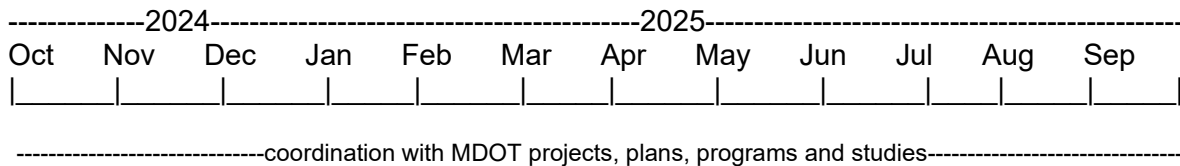
Lead Agency: BCATS

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

Products:

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

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



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

2.0619 Special Studies

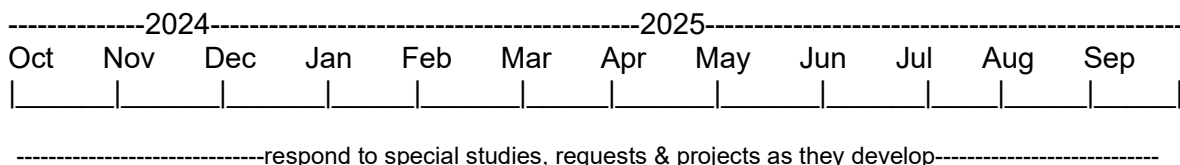
Lead Agency: BCATS

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

Products:

- Documentation of activities conducted under this activity

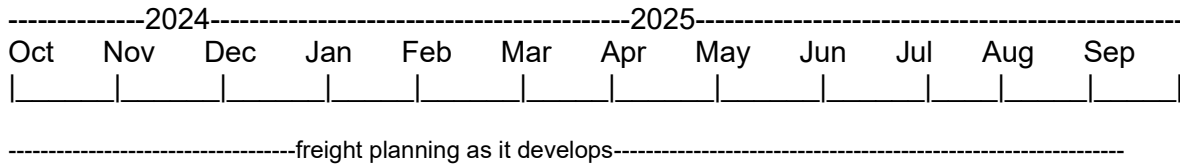
Timeline: The entire year is the timeline due to the unknown nature of this item



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

2.0643 Freight Planning (continued)

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



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

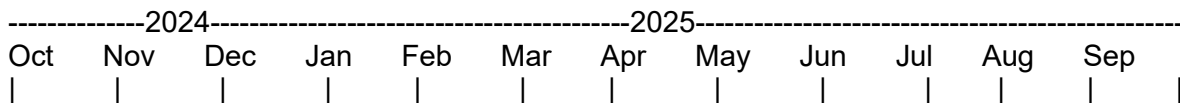
2.0645 Air Quality Planning

Lead Agency: BCATS

Purpose: Work with MDOT, EGLE, FHWA, and EPA during FY 2025 relative to implementing any necessary air quality planning efforts to address Calhoun County’s air quality designation as part of the Kalamazoo-Battle Creek Limited Orphan Maintenance Area (LOMA). A new conformity document will be required in FY 2025 as part of the approval of the FY2026-2029 TIP. Respond to MDOT calls for development of projects to reduce air quality emissions under the Congestion Mitigation Air Quality (CMAQ) program, if applicable. Continue to prioritize projects for the Carbon Reduction Program. Continue to monitor the validity of the Greenhouse Gas Emissions reduction performance measure, and the impacts for MPO planning.

- Products:
- Participate and coordinate with KATS on IAWG efforts for FY 2023-2026 TIP amendments for both agencies. Monitor any need for updates to the conformity information for any TIP updates.
 - Documentation of any materials developed related to air quality planning, including a new conformity document for the FY2026-2029 S/TIP.
 - Implement any response to federal requirements for Greenhouse Gas Emissions reduction performance measures within the planning program.

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



- IAWG for TIP * amendments * Conformity for * new TIP * *

-----monitor the CMAQ program-----

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

3.00 SERIES – PUBLIC INVOLVEMENT

3.0000 Public Involvement and Safety Education

Lead Agency: BCATS

Purpose:

Provide for the involvement of groups and individuals from various sectors in the activities of the Battle Creek Area Transportation Study. Disseminate information about BCATS and its activities to the general public. Develop a brand new BCATS website, and maintain its content.

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

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

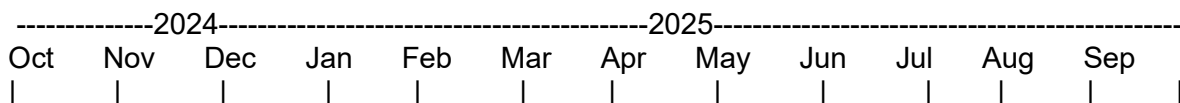
Note: BCATS' Participation Plan was updated January 27, 2021.

Products:

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

Timeline:

Public involvement is an activity conducted all year



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

-----website overhaul, improvement, and maintenance-----

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

4.01 SERIES – PROGRAM DEVELOPMENT AND MANAGEMENT

4.0100 Program Development and Management

Lead Agency: BCATS

Purpose:

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

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

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

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

Products:

- FY 2025 UWP maintenance and amendment, as necessary
- FY 2026 UWP
- Annual certificate of indirect costs (included in the UWP)
- Documentation of Technical and Policy Committee meetings
- Progress and financial reports and billings
- Title VI and DBE submittals
- Review of 2024 financial records, including work on FY 2024 audit, and maintenance of FY 2025 financial records
- Final Acceptance Report to MDOT for FY2024
- Additional materials and meetings as necessary

Timeline:

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

-----2024-----			-----2025-----								
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep

*Final Acceptance Report for FY 2024 completed and submitted end of Dec.

-- FY2024 audit work----- development of 2026 UWP-- Title VI annual submittal *

*DBE submittal *DBE submittal

-----monthly billing and progress reports to MDOT-----

-----Technical and Policy Committee meetings each month (unless cancelled)-----

-----maintenance of the 2025 Unified Work Program-----

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

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2025 PROVISIONAL INDIRECT RATE**

<u>Direct Expenses</u>	<u>\$</u>
Staff Salaries	\$108,207
Fringe Benefits	\$89,568
Printing and Other direct	<u>\$8,000</u>
Subtotal	\$205,775

<u>Indirect Expenses</u>	<u>\$</u>
Administrative Overhead*	\$71,121
Supplies	\$3,000
Postage	\$400
Professional Services (incl. website development)	\$10,000
Training	\$1,000
Telephone – 2 accounts	\$2,400
Travel	\$5,000
Copy Services	\$200
Liability Insurance	\$2,600
Office Equipment Maintenance	\$800
Building Rental	\$4,000
Publications	\$400
Memberships/dues	\$100
Depreciation	\$1,010
Financial Services**	\$3,300
Audit	\$5,000
Subtotal	<u>\$110,331</u>
TOTAL	\$316,106

*includes \$38,912 in salary and \$32,209 in fringe benefits

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

<u>Fringe Benefit Rate</u>	<u>\$</u>	<u>% Fringe</u>	
Direct and Indir. Fringe Benefits	\$121,777		
Direct and Indirect Salaries	\$147,119	0.827744886	
	Direct	Indirect	
<u>Indirect Cost Rates***</u>	<u>Cost</u>	<u>Cost</u>	<u>% Indirect</u>
Dir. Sal., FB	\$205,775	\$110,331	53.617300450

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

Attachment A

Certificate of Indirect Costs

and

Certification Regarding Lobbying

CERTIFICATE OF INDIRECT COSTS

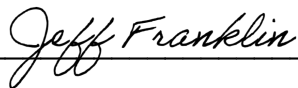
This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

1) All costs included in this proposal of May 22, 2024 to establish billing or final indirect costs rates for Fiscal Year 2025 (October 1, 2024 - September 30, 2025) are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR part 225, Cost Principles for State, Local, and Indian Tribal Governments (2 CFR 225). Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

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

I declare that the foregoing is true and correct.

Governmental Unit: Battle Creek Area Transportation Study

Signature: 

Name of Official: Jeff Franklin

Title: Executive Director

Date of Execution: May 22, 2024

Appendix A to Part 20 - Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

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

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

Statement for Loan Guarantees and Loan Insurance

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

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

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

Signed Jeff Franklin Date May 22, 2024

Jeff Franklin, Executive Director
Battle Creek Area Transportation Study

Attachment B

MDOT Asset Management

Guidelines

(Approved March 6, 2024)

The Transportation Asset Management Council (TAMC) approved this policy March 6, 2024 as it relates to local reimbursement of TAMC activities by the MPO to local agencies.

ASSET MANAGEMENT

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

I. Training Activities:

A. Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:

- Pavement Surface Evaluation and Rating (PASER)
- Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
- Investment Reporting Tool (IRT)
- Asset Management Plan Development
- TAMC Conferences

II. Inventory and Condition Data Collection Participation and Coordination

A. Federal Aid (FA) System:

1. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
3. Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the TAMC Policy for the Collection of Roadway Condition Data.
4. The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
5. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
6. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

B. Non-Federal Aid (NFA) System:

1. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. It is required that the RPO/MPO make a formal call for interest for NFA data

collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

3. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
4. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
5. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
6. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

C. Culvert Inventory and Condition Data Collection

1. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
2. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
3. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
4. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

III. Equipment

- a. Ensure rating teams have the necessary tools to complete the FA data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order. For system requirements please visit [System Requirements | Roadsoft](#)
- b. Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c. Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.

- d. Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.

IV. Data Submission

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

V. Technical Assistance

- a. Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b. Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c. Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

INVOICING

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below.

The MDOT invoice form includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

I. Training Activities: Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

II. Data Collection

A) Data collected on FA Roads: Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

B) Data collected on NFA Roads: Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

C) Data Collection for Culverts: Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

IV. Equipment & Vehicle Rental: Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

V. Data Submission Activities: Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

VI. Technical Assistance: Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

Attachment C
FY 2025 Unified Work Program
Financial Worksheets A - E

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2025 UNIFIED PLANNING WORK PROGRAM**

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

<u>ITEM #</u>	<u>ITEM DESCRIPTION</u>	<u>BCATS</u>	<u>BC PUBWKS</u>	<u>BC TRANSIT</u>	<u>CCRD</u>	<u>CITY SPR</u>	<u>TOTAL LOCAL</u>	<u>MDOT</u>	<u>GRAND TOTAL</u>
1.0000	Data Collection and Analysis	59,316	15,000	0	15,000	0	89,316	4,275	93,591
1.0040M	Asset Management MDOT Project	12,616	3,942	0	3,942	0	20,500	0	20,500
	1.00 Subtotal	71,932	18,942	0	18,942	0	109,816	4,275	114,091
2.0428	Long Range Transportation Planning	24,593	0	0	0	0	24,593	11,315	35,908
	2.04 Subtotal	24,593	0	0	0	0	24,593	11,315	35,908
2.0501	Transportation Improvement Program	58,703	0	0	0	0	58,703	20,613	79,316
2.0520	Short Range Transit Planning	10,264	0	0	0	0	10,264	4,149	14,413
	2.05 Subtotal	68,967	0	0	0	0	68,967	24,762	93,729
2.0618	Coordination with Statewide Planning	8,675	0	0	0	0	8,675	5,532	14,207
2.0619	Special Studies	5,681	0	0	0	0	5,681	1,257	6,938
2.0641	Safety Conscious Planning	12,951	0	0	0	0	12,951	4,028	16,979
2.0643	Freight Planning	2,823	0	0	0	0	2,823	882	3,705
2.0645	Air Quality Planning	14,520	0	0	0	0	14,520	8,800	23,320
	2.06 Subtotal	44,650	0	0	0	0	44,650	20,499	65,149
3.0000	Public Involvement and Education	20,972	0	0	0	0	20,972	9,806	30,778
	3.00 Subtotal	20,972	0	0	0	0	20,972	9,806	30,778
4.0100	Program Development and Management	80,706	0	0	0	0	80,706	10,561	91,267
	4.01 Subtotal	80,706	0	0	0	0	80,706	10,561	91,267
	TOTAL	311,820	18,942	0	18,942	0	349,704	81,218	430,922

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2025 UNIFIED WORK PROGRAM**

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

<u>ITEM #</u>	<u>WORK ITEM DESCRIPTION</u>	<u>MDOT</u>	<u>BCATS</u>	<u>B.C. PUBWKS/BCT</u>	<u>CAL. CO. RD. DEPT.</u>	<u>SPR</u>	<u>TOTAL</u>
1.0000	Data Collection and Analysis	14.0	64.0	25.0	25.0	0.0	128.0
10040M	Asset Management MDOT Project	0.0	14.0	4.0	4.0	0.0	22.0
	1.00 Subtotal	14.0	78.0	29.0	29.0	0.0	150.0
2.0428	Long Range Transportation Planning	8.0	25.0	0.0	0.0	0.0	33.0
	2.04 Subtotal	8.0	25.0	0.0	0.0	0.0	33.0
2.0501	Transportation Improvement Program	33.0	63.0	0.0	0.0	0.0	96.0
2.0520	Short Range Transit Planning	7.0	11.0	0.0	0.0	0.0	18.0
	2.05 Subtotal	40.0	74.0	0.0	0.0	0.0	114.0
2.0618	Coordination with Statewide Planning	12.0	9.0	0.0	0.0	0.0	21.0
2.0619	Special Studies	2.0	6.0	0.0	0.0	0.0	8.0
2.0641	Safety Conscious Planning	6.0	14.0	0.0	0.0	0.0	20.0
2.0643	Freight Planning	1.0	3.0	0.0	0.0	0.0	4.0
2.0645	Air Quality Planning	14.0	15.0	0.0	0.0	0.0	29.0
	2.06 Subtotal	35.0	47.0	0.0	0.0	0.0	82.0
3.0000	Public Involvement	16.0	21.0	0.0	0.0	0.0	37.0
	3.00 Subtotal	16.0	21.0	0.0	0.0	0.0	37.0
4.0100	Program Development and Management	17.0	82.00	0.0	0.0	0.0	99.0
	4.01 Subtotal	17.0	82.00	0.0	0.0	0.0	99.0
	TOTAL	130.0	327.00	29.0	29.0	0.0	515.0
	Staff Currently Available	130.0	327.00	29.0	29.0	0.0	515.0

**BATTLE CREEK AREA TRANSPORTATION STUDY
FY 2025 UNIFIED WORK PROGRAM**

Schedule C--Work Item Funding (\$)

<u>ITEM #</u>	<u>WORK ITEM DESCRIPTION</u>	<u>FHWA SPR (MDOT)</u>	<u>FHWA CONSOLIDATED</u>	<u>STATE (MDOT)</u>	<u>LOCAL</u>	<u>TOTAL</u>
1.0000	Data Collection & Analysis	3,499	73,105	776	16,211	93,591
1.0040M	Asset Management (MDOT funded project*)	0	0	20,500 *	0	20,500
	SUBTOTAL	3,499	73,105	21,276	16,211	114,091
2.0428	Long Range Transportation Planning	9,261	20,129	2,054	4,464	35,908
	SUBTOTAL	9,261	20,129	2,054	4,464	35,908
2.0501	Transportation Improvement Program	16,872	48,048	3,741	10,655	79,316
2.0520	Short Range Transit Planning	3,396	8,401	753	1,863	14,413
	SUBTOTAL	20,268	56,449	4,494	12,518	93,729
2.0618	Coordination with Statewide Planning	4,528	7,100	1,004	1,575	14,207
2.0619	Special Studies	1,029	4,650	228	1,031	6,938
2.0641**	Safety Conscious Planning	3,297	10,600	731	2,351	16,979
2.0643	Freight Planning	722	2,311	160	512	3,705
2.0645	Air Quality Planning	7,203	11,885	1,597	2,635	23,320
	SUBTOTAL	16,779	36,546	3,720	8,104	65,149
3.0000	Public Involvement and Education	8,026	17,166	1,780	3,806	30,778
	SUBTOTAL	8,026	17,166	1,780	3,806	30,778
4.0100	Program Development and Management	8,644	66,058	1,917	14,648	91,267
	SUBTOTAL	8,644	66,058	1,917	14,648	91,267
	TOTAL	66,477	269,453	35,241	59,751	430,922

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

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

**SCHEDULE D
BATTLE CREEK AREA TRANSPORTATION STUDY**

**LOCAL SHARE FUNDING TABLE
FY 2025**

UNIT	Federally Required Cash Contribution	Total Cash Contribution
City of Battle Creek (55.98%* of \$54,306 for cash, plus \$2,722.50 for CBC Public Works activity)	30,400.50 2,722.50	33,123.00
Calhoun County/Calhoun County Road Department (38.40%* of \$54,306 for cash, plus \$2,722.50 for CCRD specific activity)	20,853.50 2,722.50	23,576.00
City of Springfield (5.62%* of \$54,306 for cash)	3,052.00	3,052.00
TOTAL	59,751	59,751

NOTES:

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

BATTLE CREEK AREA TRANSPORTATION STUDY - FY 2025 UNIFIED WORK PROGRAM
SCHEDULE E - DISTRIBUTION OF FUNDING TO LOCAL AGENCIES (page 1)

WORK ITEM #	WORK ITEM	BCATS			B.C. PUBLIC WORKS/BCT			SPRINGFIELD
		FHWA CON.	LOC.	MDOT*	FHWA CON.	LOC.	MDOT*	MDOT*
1.0000	Data Collection and Analysis	48,550	10,766	0	12,277.50	2,722.50	0	0
1.0040M	Asset Management MDOT Project*	0	0	12,616	0	0	3,942	0
	SUBTOTAL	48,550	10,766	12,616	12,277.50	2,722.50	3,942	0
2.0428	Long Range Transportation Planning	20,129	4,464	0	0	0	0	0
	SUBTOTAL	20,129	4,464	0	0	0	0	0
2.0501	Transportation Improvement Program	48,048	10,655	0	0	0	0	0
2.0520	Short Range Transit Planning	8,401	1,863	0	0	0	0	0
	SUBTOTAL	56,449	12,518	0	0	0	0	0
2.0618	Coordination with Statewide Planning	7,100	1,575	0	0	0	0	0
2.0619	Special Studies	4,650	1,031	0	0	0	0	0
2.0641**	Safety Conscious Planning	10,600	2,351	0	0	0	0	0
2.0643	Freight Planning	2,311	512	0	0	0	0	0
2.0645	Air Quality Planning	11,885	2,635	0	0	0	0	0
	SUBTOTAL	36,546	8,104	0	0	0	0	0
3.0000	Public Involvement and Education	17,166	3,806	0	0	0	0	0
	SUBTOTAL	17,166	3,806	0	0	0	0	0
4.0100	Program Development and Management	66,058	14,648	0	0	0	0	0
	SUBTOTAL	66,058	14,648	0	0	0	0	0
	TOTAL	244,898	54,306	12,616	12,277.50	2,722.50	3,942	0

* MDOT providing BCATS with M funds to support this activity - no local share is required

** 2.5% of PL for Safe & Accessible Transportation Options included here

BATTLE CREEK AREA TRANSPORTATION STUDY - FY 2025 UNIFIED WORK PROGRAM
SCHEDULE E - DISTRIBUTION OF FUNDING TO LOCAL AGENCIES (page 2)

WORK ITEM #	WORK ITEM	CALHOUN CO ROAD DEPARTMENT			TOTAL BY FUNDING SOURCE			GRAND
		FHWA CON	LOC.	MDOT*	FHWA CON.	LOC.	MDOT*	TOTAL
1.0000	Data Collection and Analysis	12,277.50	2,722.50	0	73,105	16,211	0	89,316
1.0040M	Asset Management MDOT Project*	0	0	3,942	0	0	20,500	20,500
	SUBTOTAL	12,277.50	2,722.50	3,942	73,105	16,211	20,500	109,816
2.0428	Long Range Transportation Planning	0	0	0	20,129	4,464	0	24,593
	SUBTOTAL	0	0	0	20,129	4,464	0	24,593
2.0501	Transportation Improvement Program	0	0	0	48,048	10,655	0	58,703
2.0520	Short Range Transit Planning	0	0	0	8,401	1,863	0	10,264
	SUBTOTAL	0	0	0	56,449	12,518	0	68,967
2.0618	Coordination with Statewide Planning	0	0	0	7,100	1,575	0	8,675
2.0619	Special Studies	0	0	0	4,650	1,031	0	5,681
2.0641**	Safety Conscious Planning	0	0	0	10,600	2,351	0	12,951
2.0643	Freight Planning	0	0	0	2,311	512	0	2,823
2.0645	Air Quality Planning	0	0	0	11,885	2,635	0	14,520
	SUBTOTAL	0	0	0	36,546	8,104	0	44,650
3.0000	Public Involvement and Education	0	0	0	17,166	3,806	0	20,972
	SUBTOTAL	0	0	0	17,166	3,806	0	20,972
4.0100	Program Development and Management	0	0	0	66,058	14,648	0	80,706
	SUBTOTAL	0	0	0	66,058	14,648	0	80,706
	TOTAL	12,277.50	2,722.50	3,942	269,453	59,751	20,500	349,704

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