

2024 UNIFIED PLANNING WORK PROGRAM (UPWP)

January 1, 2024 – December 31, 2024



Acknowledgments:

This document was prepared by:

The South Eastern Council of Governments,
the Cities of Brandon, Crooks, Harrisburg, Hartford, Sioux Falls and Tea,
Lincoln and Minnehaha Counties,
and the
South Dakota Department of Transportation

In cooperation with:

The Federal Highway Administration
and the Federal Transit Administration of the
United States Department of Transportation

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Any person who has questions concerning this policy or who believes they have been discriminated against should contact the Sioux Falls MPO at 605-367-5390.

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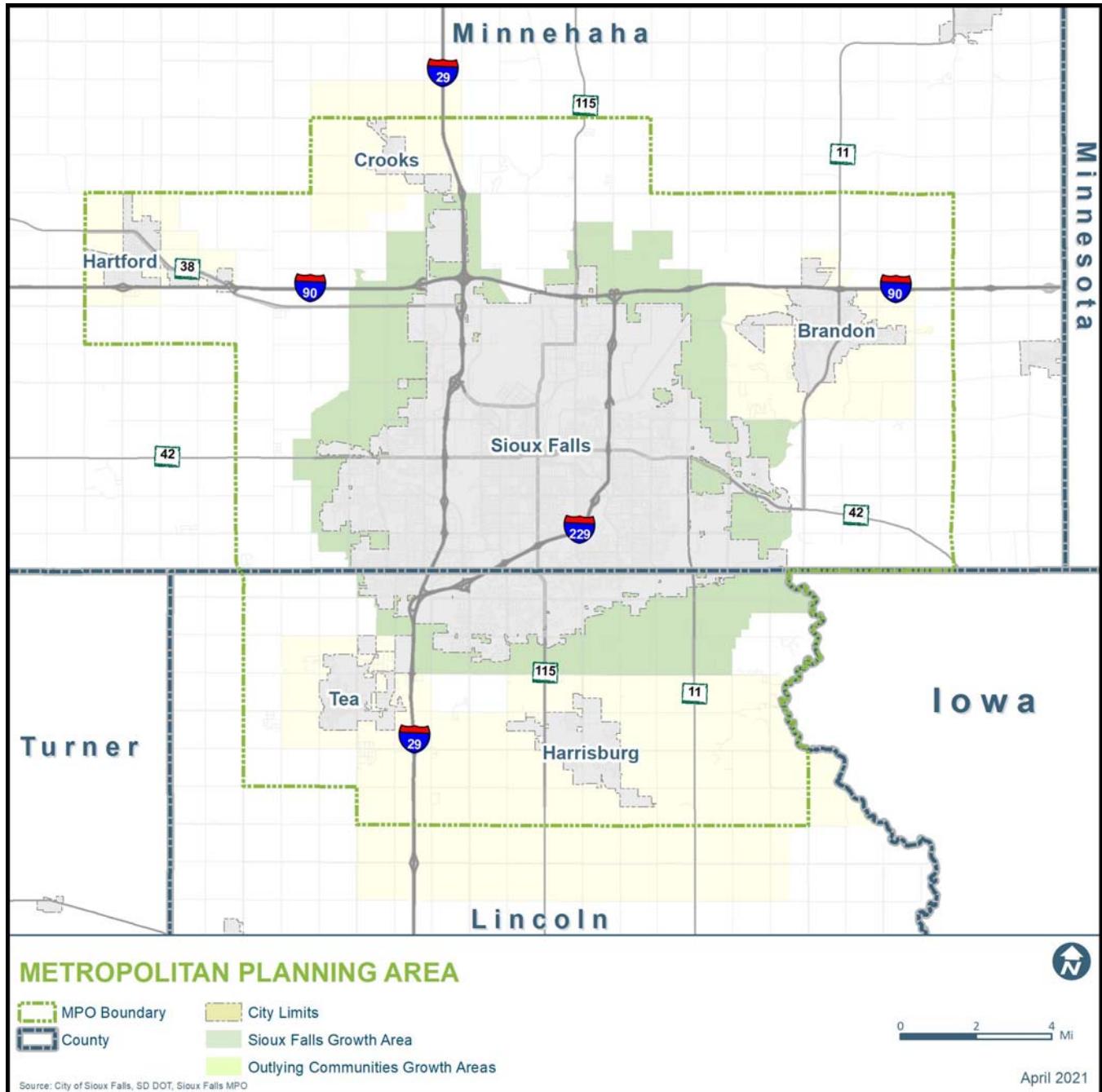
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Acronyms and Abbreviations

ADA	Americans with Disabilities Act
BIL	Bipartisan Infrastructure Law
CAC	Citizens Advisory Committee
CIP	Capital Improvements Program
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GIS	Geographic Information Systems
GPS	Global Positioning System
LAN	Local Area Network
LRTP	Long Range Transportation Plan
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
NEPA	National Environmental Policy Act
OCEP	Other Capital Expenditure Programs
PL	Planning Funds
PTAB	Public Transit Advisory Board
RFPs	Request for Proposals
SAM	Sioux Area Metro
SDDOT	South Dakota Department of Transportation
SECOG	South Eastern Council of Governments
TAC	Technical Advisory Committee
TAZ	Traffic Analysis Zone
TIP	Transportation Improvement Program
TSME	Transportation System Management Efficiency Report
UDC	Urbanized Development Commission
U.S.C.	United States Code
UPWP	Unified Planning Work Program
WAN	Wide Area Network

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Introduction

Within the Sioux Falls, South Dakota Metropolitan Planning Area (MPA), there exists a federally required and formalized process by which area transportation planning is conducted and transportation policy decisions are made.

The 2024 Unified Planning Work Program (UPWP) is the document that describes the annual objectives, work activities/products, and planning studies to be accomplished by the participants of the Sioux Falls metropolitan transportation planning process.

The governmental entities involved in the metropolitan transportation planning process include: the South Eastern Council of Governments (SECOG); the Cities of Brandon, Crooks, Harrisburg, Hartford, Sioux Falls, and Tea; Lincoln and Minnehaha Counties; the South Dakota Department of Transportation (SDDOT); the Federal Highway Administration (FHWA); and the Federal Transit Administration (FTA). These entities are responsible for the transportation planning that occurs within the MPA.

The planning work that is conducted and the products that are produced by the entities listed above are used in a formalized local decision-making process to formulate and approve area transportation plans that address the unique challenges of the Sioux Falls MPA. The local process relies on three committees to review and approve products. These committees include: the Citizens Advisory Committee (CAC), the Technical Advisory Committee (TAC), and the Urbanized Development Commission (UDC) of the South Eastern Council of Governments.

The Citizens Advisory Committee is the committee that has been established to solicit public input into the local transportation planning process. The CAC's membership is comprised of interested citizens representing either themselves or various organizations and citizen groups within the MPA. Each CAC member serves a term of three years. The membership of the CAC, representation, and term expiration year of each member at the time of approval of this document include:

Cory Diedrich (Chair)	Private Transportation	2023*
Collin Enstad	Safety	2024
Jesse Fonkert	Business	2023
Ryan Groeneweg	Persons With Disabilities	2023
Mark Hoffman	Construction and Development	2023
David Jackson	Business	2025*
Luke Jessen	Concerned Citizens	2023
Mollie Keating	Persons With Disabilities	2025
Rick Laughlin	Private Transportation	2024
Rachael Neiman	Community Service Boards	2024
F. Butch Oseby	Construction and Development	2025
Chuck Parsons (Vice-Chair)	Retirement Community	2024
Amanda Snoozy	Retirement	2023

(* Denotes second three-year term)

The Technical Advisory Committee is the committee comprised of staff from each of the participating units of government as well as representatives of various modes of transportation. The TAC's role in the local process is to advise the UDC on the technical aspects of transportation plans under consideration. The membership of the TAC and the representation of each member at the time of publication of this document include:

Scott Anderson (Chair)	Minnehaha County Planning
Shannon Ausen	City of Sioux Falls Engineering
Ron Baumgart	Private or Public Transportation
Andy Berg	City of Sioux Falls Engineering
Toby Brown	Lincoln County Planning
Jack Dokken	SDDOT Office of Secretary (Air, Rail and Transit)
Travis Dressen	SDDOT Division of Operations
Terry Fluit	Lincoln County Highway
Sarah Gilkerson	SDDOT Division of Planning and Engineering
Gregory Heitmann*	Federal Highway Administration
Sophie Johnson	South Eastern Council of Governments
Dan Letellier	Air Transportation
Jacob Maras	Minnehaha County Highway
Clark Meyer	Railroad
Tom Murphy	Trucking
Robert Speeks	Sioux Falls Public Transportation
Sam Trebilcock (Vice-Chair)	City of Sioux Falls Planning
Todd Vik	Sioux Falls School District

(* Denotes a non-voting member of the TAC)

The Urbanized Development Commission of the South Eastern Council of Governments is the designated Metropolitan Planning Organization or policy board for the Sioux Falls metropolitan transportation planning process. The UDC is primarily comprised of elected officials from each of the local governmental participants in the process. The UDC, with input from the other committees, makes area transportation planning decisions. The membership of the UDC and the representation of each member at the time of publication of this document include:

Carol Twedt* (Chair)	
Gregory Heitmann*	Federal Highway Administration
Joel Arends	Lincoln County Commission
James Jibben	Lincoln County Commission
Tiffani Landeen	Lincoln County Commission
Harry Buck	Mayor of Brandon
Derick Wenck	Mayor of Harrisburg
Paul TenHaken	Mayor of Sioux Falls
Casey Voelker	Mayor of Tea
Jean Bender	Minnehaha County Commission
Jen Bleyenberg	Minnehaha County Commission
Joe Kippley	Minnehaha County Commission

David Barranco	Sioux Falls City Council
Rich Merkouris	Sioux Falls City Council
Greg Neitzert	Sioux Falls City Council
Pat Starr (Vice-Chair)	Sioux Falls City Council
Mike Vehle	South Dakota Transportation Commission

(* Denotes a non-voting member of the UDC)

Funding

Each section of the UPWP indicates the entities responsible for participating in the transportation planning activities or work activities to be completed. FHWA Title 23 U.S.C. Section 104, subsection d and FTA Title 49 U.S.C Section 5303 authorize grant funds to be appropriated for public transportation planning activities. SDDOT requested and received permission from FTA to transfer FTA planning funds to FHWA planning funds as part of the consolidated planning grant program. Planning (PL) funds budgeted in the UPWP are provided through an agreement between SDDOT and the local governmental entities. Funding amounts are based on the estimated 2024 allocation and distribution formula as agreed upon by the local governmental entities and SDDOT and are matched by the entity utilizing the funds. The current matching ratios are as follows:

Federal Funds:	81.95%
Local Match:	18.05%

If an otherwise eligible work activity includes a planning area that is not entirely within the Sioux Falls MPO Planning Area, and the costs for the work activity cannot be geographically defined, a ratio based on SDDOT Vehicle Miles Traveled (VMT) data will be utilized to determine the portion of the total cost of the work activity eligible for PL funding. The ratios and most recent SDDOT VMT data available will be reviewed on an annual basis as part of the preparation of this document. The current ratios are as follows:

<u>Lincoln County</u>	<u>Minnehaha County</u>
PL Eligible:	PL Eligible:
Local Share:	Local Share:

50.7%	51.3%
49.3%	48.7%

A budget for each entity is presented on page 21 of this document. The budget sheet identifies where funds for individual tasks are drawn from and provides total programmed expenditures for each task and funding source. If an entity needs to transfer funds between its categories, a maximum of 10% of the entities budget amount can be transferred without approval by the UDC. If a transfer will be made between entities, UDC approval is required. Cumulative transfers cannot exceed 10% of the total budget without a UDC approved UPWP amendment.

Contracts with outside parties shall be allowed for all UPWP line-item activities upon receipt of appropriate approval by SDDOT. A year-end report shall be created and submitted to SDDOT, FHWA, and FTA within 90 days after the end of each calendar year. The year-end report will contain the financial statements of the Sioux Falls MPO and a summary of staff activities accomplished under the UPWP.

FEDERAL TRANSPORTAION PLANNING REQUIREMENTS

The Sioux Falls Metropolitan Planning Organization (MPO) operates under a variety of federal, state, and local requirements. Provided below is an overview of the federal regulations that the MPO must consider in developing and implementing its annual work program.

Bipartisan Infrastructure Law Planning Factors

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system across and between modes for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

Federal Planning Emphasis Areas:

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the

transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation ; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA's [Sustainable Transportation](#) or FTA's [Transit and Sustainability](#) Webpages for more information.

Equity and Justice40 in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

[Executive Order 13985 \(Advancing Racial Equity and Support for Underserved Communities\)](#) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, [Executive Order 14008](#) and [M-21-28](#) provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized

and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) [studies](#). These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the

transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

Complete Streets

Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of whether they are travelling as drivers, pedestrians, bicyclists, or public transportation riders. The concept of Complete Streets encompasses many approaches to planning, designing, and operating roadways and rights of way with all users in mind to make the transportation network safer and more efficient. Complete Street policies are set at the state, regional, and local levels and are frequently supported by roadway design guidelines.

Complete Streets approaches vary based on community context. They may address a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. Complete Streets reduce motor vehicle-related crashes and pedestrian risk, as well as bicyclist risk when well-designed bicycle-specific infrastructure is included. They can promote walking and bicycling by providing safer places to achieve physical activity through transportation. One study found that 43% of people reporting a place to walk were significantly more likely to meet current recommendations for regular physical activity than were those reporting no place to walk.

The Sioux Falls MPO embraces the Complete Streets philosophy and has been incorporating it where possible in all planning activities to date. In compliance with the new federal requirement outlined below, the MPO will develop an approach in the coming months to meet the 2.5% planning fund expenditure on Complete Streets. Our MPO will work closely with partner agencies as guidance is provided to develop specific activities for meeting this requirement.

Set-aside for Increasing Safe and Accessible Transportation Options

The Bipartisan Infrastructure Law (BIL) requires each MPO to use at least 2.5% of its planning (PL) funds (and each State to use 2.5% of its State Planning and Research funding under 23 U.S.C. 505) on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.

A State or MPO may opt out of the requirement, with the approval of the Secretary, if the State or MPO has Complete Streets standards and policies in place and has developed an up-to-date Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street.

For the purpose of this requirement, the term “Complete Streets standards or policies” means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

2024 UPWP Work Activities

1. Professional Services/Consultants

Explanation: Addresses both identified and unanticipated problems and needs that occur during the course of the work program year. Contractual services of consultants or other professionals to conduct studies and other work activities to support traffic needs and project development shall be identified by a corresponding program year.

2024 Work Activities:

1. Staff will complete preliminary work on RFPs and other necessary documentation. RFPs will be disseminated, consultant selection procedures will be followed, and contracts will be prepared and executed. Staff will be responsible for contract preparation, contract execution, and project management.
2. Harrisburg city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of an update of the City of Harrisburg Bicycle and Pedestrian Master Plan.

The estimated cost is \$50,000

3. SDDOT and Sioux Falls city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of the 10th Street Viaduct and 11th Street Viaduct Bridge Replacement and Corridor study.

The estimated cost is \$200,000

4. Sioux Falls city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of a Bicycle Trail Master Plan.

The estimated cost is \$100,000

5. Minnehaha County staff, with the assistance of a consultant, will maintain the Minnehaha County Pavement Management System.

The estimated cost for the MPO eligible portion is \$1,500

6. City of Hartford and Minnehaha County staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of the Minnehaha County Road 130 and Western Avenue Corridor study.

The estimated cost is \$125,000.

7. Tea city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of a Citywide Master Transportation Plan.

The estimated cost is \$200,000

8. MPO staff will select a consultant to conduct a Market Research Study to support the development of the 2023 Coordinated Public Transit – Human Services Transportation Plan and the 2050 Long-Range Transportation Plan.

The estimated cost is \$50,000

9. Brandon city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of an ADA Transition Plan: Accessibility of Pedestrian Facilities in the Public Right-of-Way Section.

The estimated cost is \$100,000

10. Sioux Falls city staff will coordinate and jointly develop, with the assistance of a consultant and a study advisory team including MPO staff, the completion of a Cost Allocation Study of Sioux Falls Area Human Services Agencies Rides.

The estimated cost is \$75,000

11. MPO staff will select a consultant to initiate development the 2050 Long-Range Transportation Plan which is to be completed and approved no later than November 2025.

The estimated cost is \$350,000

2. Personnel Services

Explanation: Pertains to those activities directly related to public awareness and public involvement as well as the effective operation and management of the planning process. The emphasis of management is on the coordination of activities so as to promote and produce an efficient intermodal transportation system.

2024 Work Activities:

1. UDC will self-certify the local transportation planning process.
2. Staff will participate in any MPO review activities conducted by FHWA or SDDOT.
3. Staff will coordinate the execution of the annual planning agreements between SDDOT, SECOG, and the participating governmental entities in the MPA.
4. Staff will monitor work activities outlined in the 2024 UPWP and submit vouchers for reimbursement of eligible transportation planning work activities.
5. Staff will monitor the implementation of grant activities and present UPWP budget amendments, as necessary, to be acted upon by the transportation planning committees.
6. Staff will maintain the MPO's accounting and vouchering system whereby, participants in the local transportation planning process are reimbursed for eligible transportation planning

work activities through SECOG and SDDOT with planning funds identified within the UPWP.

7. Staff will participate in transportation planning committee meetings, other process-related meetings, and public meetings throughout the planning year. Staff will discuss and disseminate information regarding the transportation planning process and transportation improvements.
8. Staff will coordinate and jointly develop the 2025 Sioux Falls MPO UPWP. The cost of staff time, printing, and other related costs are included in this activity.
9. The 2023 year-end report including a summary of work and financial activities will be provided to FHWA, FTA, and SDDOT.
10. Staff will continue to work with social service providers to assure representation of their needs in transportation planning.
11. Staff will undertake any activities that support the transportation planning committees and the planning process, including but not limited to the following: coordinating staffing meetings, public meetings, and open houses; drafting agendas and meeting minutes; assembling, posting, and mailing meeting packets; drafting and publishing public notices; developing reports and documents; maintaining committee membership; and providing information. The cost of document printing is included in this activity.
12. Staff will participate in various training courses, conferences, seminars, and workshops. The cost of the training, travel and lodging, and staff time for such training is included in this activity. SDDOT approval shall be obtained in advance of the event, via e-mail, for in-state travel that is PL related. Out-of-state travel shall be approved by SDDOT via written travel request and justification in advance of the event.
13. Staff will coordinate any FHWA, FTA, and/or SDDOT informational opportunities and events throughout the year.
14. SECOG, as requested, will assist cities and counties within the MPA with their Comprehensive Plans. Assistance provided under the UPWP will be limited to land use assessments, street plan updates, and the preparation of GIS generated maps.
15. SECOG will assist communities within the MPA in the preparation of GIS maps for land use data on an as needed basis.
16. Staff will participate in agency memberships and subscriptions related to transportation planning.
17. Staff will review USDOT, FHWA, and FTA regulations, guidance, and circulars and review best practices information from other sources to ensure compliance with regulations, and

consider cutting-edge ideas. Staff will also implement applicable new programs authorized by the Bipartisan Infrastructure Law.

18. Staff will maintain inventories of transportation information required for transportation planning. Specific inventories include traffic counts and turning movement counts. New data will be gathered and existing inventories will be updated.
19. Traffic information, maintaining inventories, and data gathering efforts will be coordinated through the City of Brandon, City of Crooks, City of Harrisburg, City of Hartford, City of Sioux Falls, City of Tea, Lincoln County, and Minnehaha County staff and transportation specialists in SDDOT.
20. Staff will cooperate with SDDOT efforts to expand the Global Positioning System (GPS) control for South Dakota. As GPS data becomes available, it will continue to be used to establish accurate GIS position data.
21. Staff will maintain and update GIS-created base inventory maps of the natural and man-made resources, features, and environmentally sensitive areas that could be adversely affected by changes in the region's transportation system. GIS staff will continue to expand the use of coordinate geometry to input plat information.
22. Staff will continue to add land use and socio-economic data to the GIS database, including updating websites to show the web based GIS applications for public viewing.
23. Staff may participate in other activities associated with the transportation planning process, that are not described in this UPWP, as mutually agreed upon with SDDOT. These activities fall under the overall comprehensive, cooperative, and continuing transportation planning process.
24. Staff will select and conduct studies and associated public involvement activities identified in the LRTP. Transit will be incorporated in these studies as appropriate.
25. The City of Brandon, City of Crooks, City of Harrisburg, City of Hartford, City of Sioux Falls, City of Tea, Lincoln County, and Minnehaha County staff will review proposed land use changes and development proposals to determine their anticipated effects on the existing and future transportation system.
26. Staff will participate in the land use development process, special studies, transportation planning, transit route planning, project design, and the review of their implications on the public transit system.
27. Sioux Falls city staff, with the help of a consultant, will maintain and provide data from the transportation demand forecasting model calibrated to the Year 2023 and the forecast Year 2050.

28. Staff will analyze impacts related to land use and transportation system coordination on a corridor/study area basis.
29. Staff will prepare the 2025–2028 Transportation Improvement Program (TIP). The TIP will be developed, adopted, and distributed in compliance with all federal, state, and local requirements. The TIP shall include all transportation improvements planned by the participating agencies within the MPA for the four-year period, including federally funded and/or regionally significant projects.
30. All transportation improvement projects that will be evaluated by staff will be reviewed for their impacts on intermodal facilities and routes within the urbanized area and the region.
31. Staff will account for life-cycle costs when comparing specific project cost estimates to estimates of available financial resources.
32. Staff will maintain pavement management system(s).
33. Transportation planning staff will participate in regular safety reviews and the City of Sioux Falls' Emergency Operations Center training activities including developing a Plan of Action and participating in training exercises.
34. Staff will participate in various Homeland Security activities related to transportation planning.
35. Sioux Falls city staff will update the Traffic Analysis Zone (TAZ) boundaries, which are special areas delineated by state and/or local transportation officials for tabulating traffic related data.
36. Staff will update MPO planning documents as needed.
37. Staff will provide general administrative support for the FTA funding programs included in Chapter 53 of Title 49 U.S.C. including the procurement of capital purchases and the submittal of the required Milestone Progress Reports (MPRs) and Federal Financial Reports (FFRs) to FTA.
38. Sioux Falls city staff will monitor the transit system's safety and training program and participate in regular safety reviews of its facility.
39. Sioux Falls city staff will verify that Americans with Disabilities Act (ADA) requirements relating to the public transit system are being met.
40. Sioux Falls city staff, in consultation with the Public Transit Advisory Board (PTAB) and the management of Sioux Area Metro (SAM), will identify and evaluate the feasibility of various transit and paratransit service options.

41. Staff will complete preliminary work on RFPs and other necessary documentation. RFPs will be disseminated, consultant selection procedures will be followed, and contracts will be prepared and executed. Staff will be responsible for contract preparation, contract execution, and project management.
42. Staff will update the Coordinated Public Transit-Human Services Transportation Plan as needed.
43. Staff will participate in transportation coordination activities related to developing improved transportation opportunities and programs for low-income individuals, persons with disabilities, and the elderly population.
44. Staff will participate in transportation coordination activities and transportation program development related to improved access to work related activities.
45. Sioux Falls city staff will analyze long-term public transit needs and funding requirements. The 2022 Sioux Falls Transit Development Plan will be implemented and on an on-going basis updated as needed.
46. Socio-economic data will be integrated with the public transit system and the City's GIS by Sioux Falls city staff. This may include information gathered from census data, building permit data, residential and multi-housing statistics, and the National Highway Travel Survey.
47. Sioux Falls city staff will review and analyze transit fare structures as required to meet the various needs of the public and human service agencies and to maintain an adequate revenue stream.
48. Sioux Falls city staff will prepare the public transportation portion of the Capital Improvements Program (CIP) and Other Capital Expenditure Programs (OCEP).
49. Sioux Falls city staff will evaluate and monitor the transit system's operational characteristics in order to identify necessary changes.
50. Sioux Falls city staff will identify and implement short-range improvements to the public transit system.
51. Staff may complete other transit-related planning activities and special studies.
52. Staff will review the Bipartisan Infrastructure Law and work to ensure compliance with federal laws and regulations.
53. Staff will coordinate with SDDOT to further develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. This will include coordination with SDDOT on the adoption of annual targets for safety performance measures.

54. Staff will promote cooperation and coordination across MPO and State boundaries where appropriate to ensure a regional approach to transportation planning.
55. Staff will work to identify transportation connectivity gaps in access to essential services and identify solutions to address those gaps.
56. Staff will work to improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
57. Staff will update the Public Participation Plan for the Sioux Falls MPO as needed.
58. Staff will continue to utilize the Complete Streets approach in its transportation planning efforts. The Complete Streets approach prioritizes early consideration of pedestrian, bicycle, and transit accommodations in planning for roadway projects.
59. As federal guidance is developed to implement the Bipartisan Infrastructure Law requirement for a 2.5% planning fund expenditure on Safe and Accessible Transportation Options, staff will identify and document specific MPO activities that meet this requirement.
60. Staff will update the Sioux Falls MPO Bicycle Plan as needed.

3. Capital Resources

Explanation: Includes the capital investments necessary to carry out the transportation planning process.

2024 Work Activities:

1. The following will be acquired, as needed, to support the transportation planning process: computer hardware and software (including software upgrades), peripheral devices, printing and plotting devices, recording equipment, traffic counters, automatic transit rider counters, sign inventory, pavement marking inventory, digital aerial photos, digital contour maps, public notices, reference materials, and commercial printing and printing supplies.

No activities planned.

Note: All capital purchases will be reviewed by SDDOT prior to acquisition. A letter (or e-mail) of justification for the requested purchase and the cost of the requested purchase must be submitted to SDDOT. A minimum of three quotes must be provided if the requested item is not going to be purchased in accordance with the State Purchasing Contract. Federal Highway Administration approval is required for any item over \$5,000.

2024 UPWP Budget

13-Jul-2023

	SECOG	City of Brandon	City of Harrisburg	City of Sioux Falls	Lincoln County	Minnehaha County	City of Tea	SDDOT	Total
Prof. Services/ Consultants	\$ 400,000			\$ 275,000		\$ 126,500	\$ 150,000		\$ 951,500
Safe & Accessible Transportation Options Prof. Services / Consultants		\$ 100,000	\$ 50,000	\$ 100,000			\$ 50,000		\$ 300,000
Personnel Services	\$ 85,000	\$ 60,000	\$ 5,000	\$ 1,032,000	\$ 50,000	\$ 60,000	\$ 5,000		\$ 1,297,000
Safe & Accessible Transportation Options Personnel Services				\$ 50,000					\$ 50,000
Capital Resources									\$ -
Total Cost	\$ 485,000	\$ 160,000	\$ 55,000	\$ 1,457,000	\$ 50,000	\$ 186,500	\$ 205,000	\$ -	\$ 2,598,500
Federal Amount (81.95%)	\$ 397,458	\$ 131,120	\$ 45,073	\$ 1,194,012	\$ 40,975	\$ 152,837	\$ 167,998	\$ -	\$ 2,129,471
Local Match (18.05%)*	\$ 87,543	\$ 28,880	\$ 9,928	\$ 262,989	\$ 9,025	\$ 33,663	\$ 37,003	\$ -	\$ 469,029

*Note: The participating entities have committed to providing the local match for federal funds.