



Erie MPO Unified Planning Work Program

Fiscal Years 2020-2022



Prepared by the Erie County Department of Planning and Community Development and the Erie Metropolitan Planning Organization (MPO)

Adopted by the Erie MPO Coordinating Committee on December 4th, 2019

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UPWP DEVELOPMENT SCHEDULE

DATE	MILESTONE
August 7 th 2019	UPWP cycle is announced at the Erie MPO Technical Advisory Committee meeting
August 2019	Outreach to MPO members and municipalities
September 4 th 2019	Erie MPO Coordinating Committee meets
September 4 th 2019	Municipalities apply for supplemental funding by presenting to the MPO
August 27 th 2019	Coordinating meeting with Erie MPO staff, PennDOT and FHWA
September 2019	Coordination with EMTA
November 6 th 2019	Draft presented to the Erie MPO Technical Advisory Committee
December 4 th 2019	Final draft presented to the Erie MPO Coordinating Committee for adoption

FHWA: Federal Highway Administration
PennDOT: Pennsylvania Department of Transportation
Erie MPO: Erie County Metropolitan Planning Organization
EMTA: Erie Metropolitan Transit Authority

PURPOSE

The Unified Planning Work Program (UPWP) lists the transportation planning activities to be completed by the Erie County Metropolitan Planning Organization (Erie MPO) in a 2 year period between July 1, 2020 and June 30, 2022. Planning consultants will be used as necessary. Preparation of this document is a required element of federal metropolitan transportation planning regulations.

INTRODUCTION

Federal law and regulations require that in all urbanized areas with a population of over 50,000 persons, local and state officials work cooperatively to maintain a continuous and comprehensive long-range transportation planning program. This federal mandate is carried out by a formal group called a Metropolitan Planning Organization (MPO).

The Erie MPO was formed as the Erie Area Transportation Study in 1964 with the purpose of administering a continuing, comprehensive, and cooperative planning process (3Cs) for transportation in the Erie Urban Area. The initial structure of the Erie MPO consisted of a Coordinating Committee (CC), Technical Advisory Committee (TAC) and a Local Government Advisory Committee (LGAC). The initial urban area consisted of only the municipalities of the City of Erie, Millcreek Twp, Wesleyville Twp, and Harborcreek Twp. Each of those six entities had two votes on the LGAC but only the City, County and Department of Highways (PennDOT's predecessor) had a vote on the Coordinating Committee. Over years the organization has changed. The LGAC was dissolved in 1974; those municipalities were given voting membership to the Coordinating Committee. The area of the Erie MPO expanded to the entire county in 1978. In 1999 transportation authorities within the MPO boundary were also given a vote such as Erie Metropolitan Transit Authority (EMTA), Western Pennsylvania Port Authority (Port of Erie), and the Erie International Airport Authority (ERI).



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Today the Erie MPO is made up of two committees—the Coordinating Committee (CC) and the Technical Advisory Committee (TAC) according to bylaws adopted in 2008. Each committee meets quarterly. Both committees are comprised of sixteen different organizations. Each organization works cooperatively to develop transportation policies, programs and projects throughout Erie County. The Erie County Department of Planning and Community Development assumes the lead responsibility for undertaking FHWA funded planning tasks while EMTA is responsible for undertaking the FTA transit planning tasks contained in this work program.

COMMITTEE STRUCTURE

The policy-making body of the Erie MPO is the Coordinating Committee, which is responsible for the transportation planning activities mandated in federal laws and regulations. The Coordinating Committee includes twenty-three (23) voting members from county and local government, public agencies, and PennDOT.

Voting members:

County of Erie	City of Erie (6 members)
Millcreek Township (2 members)	Fairview Township
Harborcreek Township	Lawrence Park Township
City of Corry	Summit Township
Wesleyville Borough	Erie County Association of Boroughs
Erie Western PA Port Authority	Erie County Association of Township Officials
Erie Metro Transit Authority	Erie International Airport Authority
PennDOT Central Planning and Programming (Harrisburg)	
PennDOT District 1-0 (Oil City)	

Non-voting members:

Federal Highway Administration	Federal Transit Administration
PA Department of Economic Development	Federal Aviation Administration
Federal Highway Administration	Housing and Urban Development

A Technical Committee provides comments and recommendations to the Coordinating Committee in an advisory role. The Technical Committee is comprised of members from the same organizations represented on the Coordinating Committee.

STAFFING AND AGENCY SUPPORT

Administrative duties of the Erie MPO are conducted by the Erie County Department of Planning and Community Development. Erie County provides staff, technical, and clerical support. Erie County will develop and conduct all transportation planning work tasks contained in the Erie MPO Unified Planning Work Program (UPWP) that is executed between the Erie County and PennDOT. If beyond the capacity of the office, this position will hire and manage contractors to complete the work in a timely manner. The secretary will schedule, publically advertise and convene all Erie MPO public meetings, as needed, in accordance with the PA Open Records Law and the Erie MPO approved Public Participation Plan. All official business of the Erie MPO will take place at publically advertised meetings to ensure opportunity for public comment. Prepare and distribute meeting agendas and related materials for review by the Erie MPO members no later than 5 calendar days prior to the public meeting. Prepare Coordinating Committee meeting minutes for distribution to Erie MPO members no later than 15 calendar days following the public meeting.

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Erie MPO will generally convene public meetings on a quarterly basis. In addition the County will coordinate all transportation related planning activities throughout the county including the administration of Act 13 funds, \$5 Local Use fee funds and county liquid fuels funds.

The primary staff contact is the Erie County Transportation Planning Program Administrator who serves the role of the secretary of the Erie MPO:

Emily Aloiz
Planning Program Administrator
Transportation | MPO
150 East Front Street | Suite 300 | Erie, PA 16507
Phone: 814.451.7325 | Fax: 814.451.7333

The role of the Coordinating Committee members is to provide representation for their municipality or organization in order to facilitate an integrated and informed decision-making process; which incorporates all concerns and issues into the development of policies and actions. Several agencies/organizations play vital roles in the transportation planning process for the Erie area. These agencies include the Pennsylvania Department of Transportation (PennDOT), the Erie-Western Pennsylvania Port Authority (EWPPA), and the Erie Regional Airport Authority (ERAA). These organizations are responsible for the continued maintenance and development of the multimodal transportation infrastructure network. While not all municipalities are voting members of the Erie MPO, their participation in the planning process is still needed to identify capital needs and service needs as well as representing citizen concerns. Other area stakeholders such as business/industry organizations and community/neighborhood groups are also included in the planning process. Erie County is continually striving to develop a comprehensive transportation strategy for the future through the active coordination with and participation of these agencies and the public and better serve the PennDOT Connects process.

Planning and programming activities routinely administered and monitored by the Erie MPO include: Annual Obligation Report; Public Participation Plan; Long Range Transportation Plan; Highway, Bridge and Transit Transportation Improvement Programs; and the Unified Planning Work Program.

RESPONSIBILITIES

The federal *Fixing America's Surface Transportation (FAST) Act* legislation and the federal Metropolitan Transportation Planning Final Rule specify the roles and responsibilities of MPOs, including development of a long-range transportation plan, a short-range Transportation Improvement Program, and public involvement efforts. The FAST Act and federal rulemaking also specify MPO planning processes and activities.

The table below lists which Planning Factors are addressed by the UPWP main task categories—Task 1: Plans and Programs; Task 2: Data, Tools and Analysis; Task 3: Administration; and Local Technical Assistance Program (LTAP).

Federal Planning Factors:

1. Support the economic vitality of the region, 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 options available for people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth

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- 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 transportation system management and operations;
 8. Emphasize the preservation of existing transportation system;
 9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
 10. Enhance travel and tourism.

FAST ACT PLANNING FACTORS	UPWP PLANNING TASK				
	I	II	III	IV	V
Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency.	X		X	X	
Increase the safety of the transportation system for motorized and non-motorized users.	X	X		X	X
Increase the security of the transportation system for motorized and non-motorized users.	X	X		X	X
Increase the accessibility and mobility options available for people and for freight.	X			X	X
Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.	X	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X	X	X
Promote efficient transportation system management and operations.	X	X	X	X	X
Emphasize the preservation of existing transportation system.	X	X		X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.	X	X	X	X	X
Enhance travel and tourism.	X		X	X	

FEDERAL PLANNING FINDING IMPROVEMENTS

The Federal Highway Administration and Federal Transit Administration (FTA) completed a joint review of the Pennsylvania Federal Fiscal Year 2019-2022 Statewide Transportation Improvement Program. The FFY 2019-2022 STIP Planning Finding identified a corrective action and recommendations for the statewide and metropolitan transportation planning processes. The corrective action is to development an Annual Listing of Obligated Projects for which Federal funds have been obligated in the previous year. Recommendations include increased collaboration with PennDOT Districts and FHWA in the development of the Unified Planning Work Program (UPWP), beginning to update the Long Range Transportation Plan at least 30 months before adoption, continuing to implement Moving Ahead for Progress in the 21st Century Act (MAP-21) performance and planning based programing, and incorporating transit asset management performance

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targets in planning documents.

Federal Planning Finding Improvements	UPWP PLANNING TASKS				
	I	II	III	IV	V
MAP-21 Implementation-Transition to Performance based Planning and Programming	X	X	X	X	X
Creation of an Annual Obligation Report				X	
Increased collaboration in the creation of the UPWP				X	
Increased planning period of Long Range Transportation Plan	X				
Incorporation of Transit Asset Management performance targets into plans	X		X	X	

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION PLANNING GOALS

In August of 2016, PennDOT adopted its current statewide long range transportation plan and comprehensive freight movement plan entitled PA On Track. This document presents a clear vision and strategic direction for transportation planning across Pennsylvania. The vision of PA On Track is to “deliver a quality transportation system to support the economy and lifestyles of current and future Pennsylvanians.” This balanced emphasis on quality of life, economic development, and sustainability for future generations harmonizes with the outcomes of Erie County comprehensive planning efforts. PA On Track identifies four general goal areas based on current economic and demographic trends. These goals provide direction to future transportation system investments. The four goals identified are:

1. System preservation by using increasingly good data about the transportation systems in Pennsylvania to develop asset management strategies to maintain the current transportation system at a high level of quality
2. Improvement of safety statewide for all modes and all users
3. To expand and improve personal and freight mobility
4. Emphasize stewardship by increasing efficiency and streamlining processes

PENNDOT PLANNING GOALS	UPWP PLANNING TASKS				
	I	II	III	IV	V
System preservation	X	X	X	X	X
Improvement of safety statewide for all modes and all users	X	X	X	X	X
To expand and improve personal and freight mobility	X			X	X
Emphasize stewardship by increasing efficiency and streamlining processes		X		X	

LOCAL TRANSPORTATION PLANNING PRIORITIES

Erie MPO is a single county MPO. Therefore, the transportation planning and Erie County comprehensive planning are closely linked processes. The current Erie County Comprehensive Plan was adopted by Erie County Council in conformance with the Pennsylvania Municipalities Planning Code (MPC), Act 247 of 1968 as reenacted and amended. This plan serves as a policy document that provides guidance to the County and local municipalities in areas such as land use, transportation, housing, infrastructure, and community development. The Long Range Transportation serves as the transportation component of the Erie County Comprehensive Plan.

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During the development of the Long Range Transportation Plan, the project team conducted an extensive listening tour during the fall of 2016, gathering information regarding concerns and visions for the transportation system from municipal officials, stakeholders, and the public. The resounding local needs were documented and addressed in the LRTP through projects, policies, and studies. To illustrate local priorities, the goals and objectives are organized into seven primary themes that are consistent with the required federal and statewide guidance. The LRTP is organized according to the seven local goal areas:

1. Economic Vitality
2. Safety and Security
3. Multimodal Accessibility and Mobility
4. Sustainability
5. Project Feasibility
6. Congestion and Maintenance

LOCAL GOALS	UPWP PLANNING TASKS				
	I	II	III	IV	V
Economic Vitality	X		X	X	
Safety and Security	X	X	X	X	X
Multimodal Accessibility and Mobility	X		X	X	
Sustainability	X			X	
Project Feasibility	X	X		X	X
Congestion and Maintenance	X			X	X

LONG RANGE TRANSPORTATION PLAN (LRTP)

One of the key responsibilities of the Erie MPO is to adopt a long-range transportation plan with a minimum of a twenty-year horizon. The Erie MPO’s LRTP 2042 was adopted in March 2017. The LRTP presents a regional overview, trend evaluations, condition assessments, and a guide for ongoing management and development of the transportation system. The Plan’s goals mirror the ten federal planning factors expressed in the FAST Act, with the following overarching vision:

“To create and maintain an integrated intermodal transportation system that facilitates the efficient and safe movement of people and goods while maintaining the region’s character, enhancing the quality of life and economic vitality.”

The Erie MPO LRTP 2042 must be updated by March 2022.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Another responsibility of the Erie MPO is to approve federal funding for highway, bridge and transit projects, through the adoption of a short-range TIP. The TIP includes federal funds and some state capital funds for specific projects over a four-year period, within specific limits of financial constraint. In order to be on the TIP, projects or project funding must also be on the adopted LRTP. The Erie MPO works closely with the community stakeholders, EMTA and PennDOT to develop and adopt the TIP, which is updated every two years. The Erie MPO is currently operating under the 2019-2022 TIP, with a new 2021-2024 TIP scheduled to be adopted in June 2020 and become effective on October 1, 2020.

COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

Federal transit law requires that projects for funding under the Enhanced Mobility for Individuals and Individuals with Disabilities (Section 5310) Program be “included in a locally developed coordinated public transit-human services transportation plan,” and that the plan be “developed and approved through a process

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that included participation by seniors, individual with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public,” utilizing transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation.

EMTA and the Erie MPO will adopt an updated Coordinated Public Transit-Human Services Transportation Plan by November 2021.

PUBLIC PARTICIPATION PLAN (PPP)

The Public Participation Plan (PPP) facilitates involvement in the transportation planning process) in 2007. The PPP is reviewed and updated on a periodic basis. Further updates are scheduled to be completed in 2020. The PPP specifies that proposed plans and programs such as the LRTP and TIP must be made available for public review during a thirty (30) day comment period. The MPO is also required to hold a public meeting during this comment period.

TITLE VI / ENVIRONMENTAL JUSTICE

The Erie MPO is required to maintain and update a program of activities to address Title VI regulations and Environmental Justice, to prevent or mitigate adverse impacts to areas with concentrations of low income and minority populations. Concentrations of low income and minority households have been identified and mapped based on U.S. Census 2010 and American Community Survey data. The Erie MPO analyzes the data to determine whether there are any disproportionate impacts to the populations of concern. A program of activities to communicate with citizens in those areas about plans and programs must also be maintained. Existing techniques will be refined, and new techniques developed on an ongoing basis to improve analyses and communication between citizens, agencies and organizations, and the Erie MPO. A Limited English Proficiency (LEP) Plan was adopted in 2015 to facilitate access to the information and services provided by the Erie MPO. Revisions to the Title VI / Environmental Justice policy including changes to the Erie County website will take place in 2020.

PLAN/ACTIVITY MILESTONES

The below table reflects the milestone dates for major planning documents/requirements/core activities that are addressed by the Erie MPO:

PLAN/ACTIVITY	CURRENT	NEXT	
	ADOPTION/ COMPLETION	REQUIRED ADOPTION	TARGETED COMPLETION
Unified Planning Work Program (UPWP)	February 14, 2018	January 31, 2020	December 4, 2019
Long Range Transportation Plan (LRTP)	March 15, 2017	March 15, 2022	March 15, 2022
Transportation Improvement Program (TIP)	August 6, 2018	June 2020	June 10, 2020
Public Participation Plan (PPP)	May 16, 2007	NA	July 30, 2020
Coordinated Public Transit Plan	February 2008	NA	November 2021
Environmental Justice Evaluation of Benefits & Burdens	August 3, 2018	June 2020	March 11, 2020
Title VI Policy & Procedures	November 18, 2015	NA	August 15, 2021
Limited English Proficiency Plan	November 18, 2015	NA	August 15, 2021
Annual List of Federally Obligated Projects	January 2019	December 31, 2019	December 24, 2019
MPO Planning Process Review by FHWA/FTA/PennDOT	May 7, 2019	NA	May 2024
Local Bridge Prioritization for Local Use Fee	May 2019	NA	May 2020

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SUMMARY OF PRIORITY ACTIVITIES IN FY 2020-2022

Task I – Plans and Programs

- A. Long Range Transportation Plan (LRTP)
- B. Transportation Improvement Program (TIP)
- C. Other Required Plan Updates
- D. Public Transportation Planning

Task II – Project Development and Delivery

Task III – Data Collection and Analysis

- A. Highway Performance Monitoring System (HPMS)
- B. Data Analysis

Task IV – Program Management

Task V. Special Studies

- A. Millcreek Township Traffic Circulation Study
- B. City of Erie W 38th Street Operational Improvements
- C. TBD

Task VI. Supplemental Studies

- A. Downtown and Bayfront Parking and Circulation

The following pages provide details about the transportation planning activities to be completed in FY 2020-2022.

Task I – Plans and Programs

A. Long Range Transportation Plan (LRTP)

Purpose:

The purpose of long range transportation planning is to assess future transportation infrastructure needs and opportunities over a 25-year period for the Erie MPO. The LRTP helps coordinate how the region addresses transportation needs with the end goal of fostering an efficient, convenient, safe, secure, and sustainable transportation system. The plan looks into the future and describes a vision for the region's transportation system. The plan anticipates future conditions and outlines issues that should be considered when confronting those conditions. Most importantly, the plan identifies transportation issues and a future vision along with strategies to realize it.

Tasks to be completed in 2020-2022:

- The Erie County Long Range Transportation Plan (LRTP) will be maintained and updated as needed in accordance with the current federal transportation legislation requirements – at least every five years as Erie County is designated as an air quality attainment area. This will be a collaborative effort between Erie MPO, PennDOT District 1-0, PennDOT Program Center, Erie Metropolitan Transit Authority, FHWA and FTA. The next Erie MPO LRTP will kick off at least 30 months in advanced of the adoption deadline and be adopted by March 2022.
- Erie County will hire and manage a consultant to coordinate public outreach and compose the LRTP update. This consultant will be engaged in 2020 in order to undertake the required outreach and plan development through the end of calendar year 2020 and throughout 2021. Erie County and PennDOT District 1-0 will collaborate to share relevant data with the consultant.
- Erie County, PennDOT Program Center, PennDOT District 1-0, FHWA and FTA will work together to implement provisions of the current federal legislation including performance measures and targets. Erie County will provide FHWA and FTA a copy of the draft Erie MPO LRTP documents for review prior to adoption.
- PennDOT Program Center and/or FHWA will discuss methodology, work tasks, budget, and schedule for the LRTP update process in accordance with 23 CFR 450 requirements, Performance Based Planning and Programming (PBPP), Transportation Performance Management (TPM), and asset management principles to document existing and future conditions and needs, as well as to develop an investment strategy to address infrastructure condition targets.
- PennDOT District 1-0 will utilize the Project Development PennDOT Connects/Local Government Collaboration to initiate all new projects being considered for including in the LRTP update. The process will continued to be developed this for transit projects.
- Public involvement efforts will be consistent with the Erie MPO's Public Participation Plan (2020). Low income, minority, non-English speaking and limited English proficiency population concentrations will have the opportunity to be involved in the update of the LRTP.
- Erie County will monitor and evaluate the process for collecting statistical data (race, sex, national origin/limited English proficiency, age, disability, income, etc.) of participants in, and beneficiaries of, transportation programs; and ensure that data is current and accurate for preparation of benefits and burdens analysis.
- As part of PennDOT's Transportation Systems Management and Operations (TSMO) initiative, Erie County will assist in assessing the need for planning and deploying Intelligent Transportation Systems (ITS) and advanced technology projects. Erie County will ensure consistency of planned projects and programs with PennDOT's TSMO, Traffic Operations Policies and Guidelines, and the PennDOT Western Regional Operations Plan (ROP).
- Erie County will work with PennDOT District 1-0, other MPO/ RPO areas, and other stakeholders to prioritize critical multi-modal facilities and intermodal connectors that link economic and

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employment centers, workforce catchment areas, and national and international markets. Freight movement planning will be addressed in the LRTP by developing inventories of freight-related infrastructure and surveying the stakeholders about needs and concerns.

- Erie County will work with PennDOT District 1-0 and FHWA to develop Road Safety Reviews throughout the County to support safety projects in the development of the LRTP.

Deliverables:

- Erie MPO Long Range Transportation Plan will be adopted in March 2022

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$45,500	\$45,500
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 8,637	\$ 8,637
Local funds	\$ 2,738	\$ 2,738
TASK TOTAL	\$56,875	\$56,875

B. Transportation Improvement Program (TIP)

Purpose:

The Erie MPO transportation improvement program (TIP) lists all transportation projects in an MPO's metropolitan planning area that seek federal transportation funding within at least a four-year horizon. It is a federally mandated requirement for all metropolitan planning organizations (MPOs). It is updated every two (2) years.

Tasks to be completed in 2020-2022:

- The Erie MPO will work with PennDOT District 1-0, PennDOT Program Center and EMTA to develop the new 2023-2027 TIP. This occurs every two (2) years. PennDOT District 1-0 will use financial guidance to advance projects on the outer two years of the 4-year TIP. Based on remaining funds, PennDOT District 1-0, the Erie MPO, FHWA, EMTA and PennDOT Program Center will work to add additional projects to the outer years of the TIP that meet the priorities set in the LRTP, Pennsylvania planning priorities and federal planning priorities.
- PennDOT Program Center and/or FHWA will discuss methodology, work tasks, budget, and schedule for the TIP update process in accordance with 23 CFR 450 requirements, Performance Based Planning and Programming (PBPP), Transportation Performance Management (TPM), and asset management principles.
- The Erie MPO will adopt a Draft TIP and submit all required information according to the TIP Checklist. Erie County and PennDOT Program Center will work together to full fill all requirements on the checklist. The TIP submittal to FHWA will include documentation of the process used by Erie MPO for project selection and prioritization.
- Erie County and EMTA will complete public outreach of the TIP in accordance with the Erie MPO 2020 Public Participation Plan.
- The Erie MPO will vote to approve the 4-year TIP every 2 years.
- The Erie MPO will participate in PennDOT Connects activities, including scheduling of and attendance at collaboration meetings with municipalities and other stakeholders; preparation of documentation; follow-up communications; preparation of Project Initiation Forms for projects and programs proposed in the TIP; and participation in Connects training opportunities.
- Erie County will add website linkage to PennDOT TIP Visualization applications.

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- PennDOT District 1-0 will maintain the fiscal constraint of the TIP. Any changes will be submitted to the Program Center for approval. Those changes will be presented by PennDOT Program Center to the MPO.
- Following the Erie MPO Memorandum of Understanding, all amendments to the TIP will be voted on according to the Erie MPO bylaws. PennDOT District 1-0 will create a fiscal constraint chart to show the change that will be presented to MPO members before a vote. Once approved, Erie MPO will submit an eSTIP through SharePoint to PennDOT Program Center for any amendment to the current TIP. FHWA will approve each amendment.

Deliverables:

- The Erie MPO will monitor projects and process all amendments required in the 2021-2025 TIP
- The Erie MPO 2023-2027 TIP will be adopted by June 2022.

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 18,000	\$ 18,000
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 3,417	\$ 3,417
Local funds	\$ 1,083	\$ 1,083
TASK TOTAL	\$ 22,500	\$ 22,500

C. Other Required Plan updates

Purpose:

Erie MPO transportation planning documents will be reviewed and updated periodically as needed.

Tasks to be completed in 2020-2022:

- The Erie MPO will update the Public Participation Plan (PPP) to describe the MPO’s strategies and techniques to inform and engage the public in transportation planning issues with the purpose of maximizing participation and effectiveness. Working PennDOT Program Center, PennDOT Bureau of Equal Opportunity (BEO), and FHWA to make sure all needs of the plan are addressed, the Erie MPO will vote to adopt the PPP.
- The Erie MPO will review and update Title VI Policy and Procedures as needed.
- The Erie MPO will review and update the Limited English Proficiency Plan as needed.
- The Erie MPO will work with the State Transportation Commission (STC) and PennDOT Program Center in soliciting input from citizens for the update of the Commonwealth’s Twelve Year Transportation Program (TYP). The input will be included in the development of the LRTP and TIP.
- Erie County will ensure that transportation planning is coordinated with municipal comprehensive plans, parks plans and other local planning efforts.

Deliverables:

- Erie MPO Public Participation Plan will be updated by July 2020
- The Erie MPO will review and update Title VI Policy and Procedures and Limited English Proficiency Plan as needed
- The Erie MPO will participate in the TYP

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Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$15,000	\$15,000
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 2,847	\$ 2,847
Local funds	\$ 903	\$ 903
TASK TOTAL	\$18,750	\$18,750

D. Public Transportation Planning

Purpose:

Public Transportation Planning will be facilitated by the Erie Metropolitan Transit Authority (EMTA). EMTA owns and operates the public transportation system in Erie County. EMTA operates the “e”, the area’s transit buses, LIFT, and county paratransit service; and Bayliner Trolley.

Tasks to be completed in 2020-2022:

- The Erie MPO will continue to coordinate public transportation planning with EMTA and other transportation providers to complete planning activities for public transportation projects and programs that may be included on the LRTP and TIP.
- EMTA will work with the Erie MPO, PennDOT Bureau of Public Transit (PennDOT BPT), and Federal Transit Authority (FTA) to update its Public Transit-Human Services Transportation Plan.
- EMTA will complete operations planning in order to optimize use of federal, state, and local funding in for transit and paratransit service, rural and commuter service, fleet rehabilitation and replacement, and implementation of demand management strategies.
- EMTA will continue to input data into Capital Planning Tool and share that data with planning partners.
- EMTA will prioritize projects using Transit Asset Management (TAM) Performance Measures.
- EMTA will continue to collaborate with Erie MPO to identify low income, minority, non-English speaking and LEP population concentrations and provide opportunities for those populations to offer input about the development of new or revised public transportation services. Efforts to provide services to these population concentrations will be closely coordinated with other agencies and organizations.
- EMTA will implement strategies, programs and projects recommended included in EMTA Transit Development Plan.
- EMTA will implement public transportation projects included on the LRTP and TIP, including park and ride lots, provision of new or expanded transit service, deployment of APTS projects, rehabilitation or replacement of rolling stock, and improvements to infrastructure.
- EMTA will investigate opportunities for special project funding and other grant opportunities focused on implementing public transportation improvements.
- EMTA will support large event operations planning for key Tourism operations such as Tall Ships America and Presque Isle Days.
- EMTA will support environmental initiatives and continue to reduce emissions through planning.

Deliverables:

- Coordinated Public Transit-Human Services Transportation Plan will be updated by November 2021
- Continued prioritization and implementation of transit projects identified in the LRTP, TIP and Transit Development Plan
- Participation in MPO meetings and coordination of projects with MPO members such as PennDOT District 1-0

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Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 0	\$ 0
FTA funds	\$ 84,000	\$ 80,000
State MLF funds	\$ 0	\$ 0
Local funds	\$ 21,000	\$ 20,000
TASK TOTAL	\$105,000	\$100,000

Task II– Project Development and Delivery

Purpose:

The Erie MPO will assist in the development and delivery of projects managed by PennDOT District 1-0. Erie County will also develop and deliver transportation planning projects throughout the County. Projects developed by the MPO will be coordinated and assisted by PennDOT Program Center and PennDOT District 1-0.

Tasks to be completed in 2020-2022:

- Erie County will assist PennDOT in implementing the Program Development and Project Delivery Process. Staff will participate in in Scoping Field Views; Design Field Views; status, advisory committee and public meetings; and other activities associated with ongoing project implementation. The Erie MPO will assist sponsors to implement approved grant Transportation Alternatives (TA) Set-Aside Program, Green Light Go, PennDOT’s Multimodal projects, and DCED’s Multimodal projects.
- Erie MPO will partner with PennDOT District 1-0 in developing strategies to advance to conclusion, modify, or implement plans and projects that are outside of the region’s fiscal constraint; specifically in regards to PennDOT’s efforts to advance the Central Bayfront Parkway project.
- Erie County will continue to administer Erie County's allocation of the Marcellus Shale Impact Fee in accordance with Pennsylvania Act 13 of 2012. In collaboration with the County Commissioners Association of Pennsylvania (CCAP), the Pennsylvania Department of Transportation (PennDOT) defined an at-risk deteriorated bridge to be one that is in poor condition including those that are posted with weight restrictions.
- Erie County will continue to create and advertise the At Risk Bridge Program (Act 13) to municipalities that own bridges. Erie County will continue to enter into contracts and allocate funds. PennDOT District 1-0 will continue to verify if the condition of the bridge or culvert is in poor condition and that the proposed repair corrects the deficiency. The projects will be added to the Transportation Improvement Program (TIP) by District 1-0.
- Erie County will allocate County Liquid Fuel funds to municipalities in coordination with PennDOT municipal service representative. Erie County will manage and allocate Emergency Liquid Fuels in coordinating with PennDOT municipal service representative and Erie County Council.
- The Erie Metropolitan Planning Organization (MPO) will continue to prioritize projects to receive \$5 Local Use Fee funds. Erie County Council adopted an ordinance on December 19th, 2017 to put in place an Act 89 \$5 Local Use Fee on all non-exempt vehicles in the county. The fee went into effect on March 31st 2018 and is distributed on a semi-annual basis.
- A sub-committee of the MPO will continue to be convened as needed to determine priority projects

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for the \$5 Local Use Fee that meet the guidelines in Publication 9. PennDOT District 1-0 staff will continue to be present on the committee and offer technical assistance as requested by the MPO.

- Prioritized \$5 Local Use Fee Projects will be discussed at the Erie MPO Technical Advisory Committee (TAC) and will be adopted by vote at the Erie MPO Coordinating Committee (CC). The Erie County will continue to work with the municipalities to distribute the funds through PennDOT District 1-0 Municipal Services.

Deliverables:

- Erie MPO attendance at meetings associated with ongoing TIP project implementation
- At risk, locally owned bridges will continue to be repaired using the Marcellus Shale Impact Fee
- Municipalities will receive County Liquid Fuel funds and Emergency Liquid Fuel funds
- Prioritized bridges to receive the \$5 Local Use Fee funds will be approved annually by the Erie MPO Coordinating Committee

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 68,000	\$ 68,000
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 12,907	\$ 12,907
Local funds	\$ 4,093	\$ 4,093
TASK TOTAL	\$ 85,000	\$ 85,000

Task III – Data Collection and Analysis

A. Highway Performance Monitoring System (HPMS)

Purpose:

The purpose is to collect and verify highway information in Erie County to inform FHWA’s strategic planning process.

Tasks to be completed in 2020-2022:

- Erie MPO will annually verify and update roadway inventory and performance measures on Highway Performance Monitoring System (HPMS) sample sections provided by PennDOT Program Center. In Erie County, this is usually 131 sample sections.
- When time restrains prohibit staff from completing this activity, a consultant will be hired.

Deliverables:

- Updated and verified HPMS data will be provide by the Erie MPO to the PennDOT Program Center. This will be completed annually by December 6th 2020, December 6th 2021.

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 6,500	\$ 6,500
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 1,234	\$ 1,234
Local funds	\$ 391	\$ 391
TASK TOTAL	\$ 8,125	\$ 8,125

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B. Data Analysis

Purpose:

The Erie MPO and Erie County will maintain and update data to support planning activities and decision making.

Tasks to be completed in 2020-2022:

- Erie County’s GIS and Data Center will use data to evaluate transportation planning decisions. For example, Erie County will maintain trails, sidewalk location and traffic signal data in GIS layers. Transportation data will be used to integrate transportation planning with land use planning, parks and recreation planning and other planning activities within Erie County.
- Erie County will create maps for communities and other transportation stakeholders.
- The Erie MPO will continue involvement with PennDOT’s Transportation Systems Management and Operations (TSMO) initiative by planning for Intelligent Transportation Systems (ITS) elements and other traffic operation improvements. Staff will participate in TSMO-related workshops.
- The Erie MPO will participate in data-driven safety planning activities that lead to better consideration of safety in the selection and prioritization of transportation projects. Staff will participate in road safety audit (RSA) studies working collaboratively with District 1-0’s safety unit.
- Erie County will update and maintain the Erie MPO travel demand model to ensure the integrity of the planning outputs and the models. In order to facilitate this task, staff will attend training as needed. Assistance may be required through a consultant. Tasks for maintaining the model include, but are not limited to:
 - Licensing to operate the software
 - Periodic upgrading of the software
 - Updating socioeconomic input data
 - Updating of traffic analysis zones (TAZs) to address socioeconomic and land use changes
 - Updating the base highway network
 - Recalibration of the model
 - Analysis of new alternative highway networks and specific projects
- The travel demand model will be used to evaluate performance measures and candidate projects for the LRTP and the TIP, to complete transportation studies, and for other project-specific purposes.
- Erie County data will be used to promote environment resiliency through mapping of watersheds and storm water facilities around transportation facilities.
- Erie County data will be used to promote tourism connections along scenic byways and heritage trails.

Deliverables:

- An updated travel demand model
- Maintenance and creation of GIS layers for transportation planning as needed

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$20,500	\$20,500
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 3,891	\$ 3,891
Local funds	\$ 1,234	\$ 1,234
TASK TOTAL	\$25,625	\$25,625

Task IV– Program Management

Purpose:

The purpose of this task is to continue the facilitation of the Erie County Metropolitan Planning Organization (MPO) meetings and materials.

Tasks to be completed in 2020-2022:

- Erie County Department of Planning and Community Development (Erie County) will facilitate all Metropolitan Planning Organization (MPO) meetings. Meeting locations will be accessible according to Americans with Disabilities Act of 1990. PennDOT District 1-0 will send representatives to the MPO meetings and provide education and assistance in the meeting as requested by the MPO. PennDOT Program Center will participate in person, or by phone, to present the fiscal changes to the current Transportation Improvement Program (TIP).
- Meeting notifications, agendas, and additional meeting materials will be distributed to all members of the MPO by Erie County Planning. Membership lists, bylaws, memorandum of understanding and meeting minutes will be maintained by Erie County.
- Erie MPO voting members submit agenda materials to Erie County not less than five (5) days prior to the meetings.
- Erie County will update and maintain current MPO information on the Erie County website. Materials will include meeting schedules and locations, agendas, minutes, final reports, draft reports and current activities.
- Erie County will ensure space is provided on the county website for PennDOT to share statewide documents (STIP, LRTP, etc.) with the public for review and comment. Erie County will continue to use social media for its public outreach efforts and seek opportunities to expand the use of social media. Erie County will continue to develop and expand the use of its website to share planning and programming information and the tenets and requirements of current federal legislation.
- As needed, Erie County will work with PennDOT Program Center, and as necessary with FHWA, to implement the new OMB Super Circular (2 CFR Part 200) requirements, which went into effect December 26th, 2014. The Super Circular addresses new requirements for monitoring contractors and sub recipients, allowable costs, etc.
- Erie County will address requirements for Disadvantaged Business Enterprises (DBE) participation in contracting practices. Participate in equal opportunity, non-discrimination, and DBE training offered by PennDOT, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).
- Erie County will create and submit Annual Obligation Reports to PennDOT Program Center, other planning partners and stakeholder organizations. The Annual Obligation Report will be posted to Erie County's website. This will occur in 2020, 2021 and 2022.
- Erie MPO will work and coordinate with FHWA, FTA, PennDOT and transit operators in preparation of planning process reviews.
- Erie County will monitor state and federal legislative initiatives regarding transportation funding, and provide information to help the Erie MPO establish policy positions regarding transportation funding.
- Erie MPO will continue to facilitate opportunities for all populations to participate in the planning and programming process, including minority, non-English speaking and Limited English Proficiency (LEP), and low income groups. As appropriate, develop communication materials to enhance participation of these groups. This will utilize the strategies for public outreach and communications as described in the updated 2020 Public Participation Plan.
- Erie County will begin preparation of the FY 2022-2024 Unified Planning Work Program (UPWP) for the next update cycle after new financial guidance is released from PennDOT Program Center. PennDOT Program Center and FHWA will review and approve the UPWP before the UPWP is

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adopted by the Erie MPO Coordinating Committee.

- Erie County staff will attend relevant conferences, workshops, seminars, and meetings that enhance the abilities of staff to implement the activities described within this work program. Ensure that all relevant feedback from all regional and state agencies is disseminated within the MPO. This includes attendance at the PennDOT Planning Partners’ meetings.
- Erie County will explain the role and purpose of the MPO to the public and other Erie County organizations as requested. The county will provide information, data and technical assistance to Erie MPO member-organizations, public and private organizations, the general public, and the media. This will include attending meetings of organizations, municipalities and other groups to participate in discussion of transportation-related issues.
- Erie County will provide information to stakeholders about transportation grant opportunities when they arise. Erie County will review applications as requested for Transportation Alternatives (TA) Set-Aside Program, Green Light Go, and Multimodal projects.
- Erie County will submit progress reports and invoices to PennDOT Program Center no later than thirty (30) days following a quarterly reporting period. Budget tables will be amended by Erie County staff as needed and submitted to PennDOT Program Center.

Deliverables:

- Schedule and facilitate Technical Advisory Committee Meetings and Coordinating Committee Meetings of the Erie MPO
- UPWP FY 2022-2024 will be approved by Federal Highway Administration and adopted by the Erie MPO by February 28th, 2022.
- Submit Erie MPO quarterly invoices to PennDOT Program Center within 30 days from the end of the quarter
- Submit 2020 and 2021 Annual Obligation Reports to PennDOT and distribute to stakeholders within 90 days of the end of the Federal Fiscal Year.

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$42,500	\$42,500
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 8,067	\$ 8,067
Local funds	\$ 2,558	\$ 2,558
TASK TOTAL	\$53,125	\$53,125

Task V–Special Studies

A. Millcreek Township—Traffic Circulation Study

Purpose:

The Erie MPO Long Range Transportation Plan (2017-2042) identified the need to study the intersection in at Perry Highway (SR 0197 and SR 0505) at the Old French Road and Young Road / Evans Road / Glenwood Park Avenue intersections, all in Millcreek Township. These intersections are approximately 700 feet apart from each other and have multiple skewed approaches. Between the number of approaches and challenging sightlines this intersection experiences significant driver confusion and leads to a perceived safety concern for multimodal transport including freight. An additional challenge is the culverted branch of Mill Creek which flows under four of the roads.

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Tasks to be completed in 2020-2022:

- Erie County will hire a consultant to complete the scope of work:
 - Conduct a traffic study that presents three alternatives, with at least one being interim, that alleviates driver confusion and eradicates the perceived safety concern
 - Collect public input at a public meeting
 - Conduct a series of traffic turning movement counts, signal warrant analysis, and investigate 5-years’ worth of crash history
 - Analyze traffic operations utilizing traffic analysis software
 - Provide conceptual drawings and preliminary costs of the final three alternatives.
- The public, Erie MPO, Millcreek Township, PennDOT District 1-0 will work collaboratively

Deliverables:

- Completed traffic study within one (1) year of notice to proceed

Budget:

	Year 1	Year 2
FHWA PL funds	\$ 40,000	\$ 0
FTA MPP funds	\$ 0	\$ 0
State funds	\$ 0	\$ 0
Local funds	\$ 10,000	\$ 0
TASK TOTAL	\$ 50,000	\$ 0

B. City of Erie – W 38th Street Operational Improvements

Purpose:

The Erie MPO Long Range Transportation Plan (2017-2042) identified the need to study the intersections along West 38th Street (SR 4016) from Plum Street to Shunpike Road in the City of Erie. There is a congestion problem at the intersection causing queuing and operational issues. The City of Erie/PennDOT has adjusted signal timing in the section of West 38th Street through a Green Light Go grant, so additional modifications would have to be with geometry to improve West 38th Street.

Tasks to be completed in 2020-2022:

- The City of Erie and Erie County will hire a consultant to complete the scope of work:
 - Review report data provided by Trans Associates in 2018 including traffic count data, synchro software capacity analysis and SimTraffic que summaries.
 - Field review the current conditions
 - Provide alternatives for geometric improvements with capacity analysis
 - Provide cost estimates for improvements
- The Erie MPO, the City of Erie, PennDOT District 1-0 will work collaboratively

Deliverables:

- Completed traffic study within one (1) year of notice to proceed

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Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 32,000	\$ 0
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 0	\$ 0
Local funds	\$ 8,000	\$ 0
TASK TOTAL	\$ 40,000	\$ 0

C. Studies to be determined (TBD)

Purpose:

This funding is available in the second year of the UPWP (FFY 2021-2022) to explore the feasibility of potential projects or investigate transportation issues or needs that may arise. Members of the MPO may request these funds for the second year of the UPWP. Priority will be given to studies identified through a public planning process; especially the Long Range Transportation Plan or a Municipal Comprehensive Plan. The studies must also incorporate Federal, State and Local transportation planning factors.

Tasks to be completed in 2021-2022:

- Committee members of the MPO will prepare application material and request funding from the MPO board
- The MPO will vote to adopt the study
- Erie County will conduct the work and/or hire a consultant to complete these studies

Deliverables:

- Completed transportation study within one (1) year of notice to proceed

Budget:

	Year 1	Year 2
FHWA PL/SPR funds	\$ 0	\$ 72,000
FTA funds	\$ 0	\$ 0
State MLF funds	\$ 0	\$ 0
Local funds	\$ 0	\$ 18,000
TASK TOTAL	\$ 0	\$ 90,000

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2020-2021 UPWP
YEAR 1 BUDGET SUMMARY

WORK TASK	TOTAL BUDGET	TOTAL HWY	TOTAL TRANSIT	FEDERAL PL/SPR	FEDERAL FTA	STATE MLF	LOCAL HWY	LOCAL TRANSIT
I. PLANS AND PROGRAMS	\$203,125	\$98,125	\$105,000	\$78,500	\$84,000	\$14,900	\$4,725	\$21,000
A LONG RANGE TRANSPORTATION PLAN (LRTP)	\$56,875	\$56,875	\$0	\$45,500	\$0	\$8,637	\$2,738	\$0
B TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$22,500	\$22,500	\$0	\$18,000	\$0	\$3,417	\$1,083	\$0
C OTHER REQUIRED PLAN UPDATES	\$18,750	\$18,750	\$0	\$15,000	\$0	\$2,847	\$903	\$0
D PUBLIC TRANSPORTATION PLANNING (EMTA)	\$105,000	\$0	\$105,000	\$0	\$84,000	\$0	\$0	\$21,000
II. PROJECT DEVELOPMENT AND DELIVERY	\$85,000	\$85,000	\$0	\$68,000	\$0	\$12,907	\$4,093	\$0
III. DATA COLLECTION AND ANALYSIS	\$33,750	\$33,750	\$0	\$27,000	\$0	\$5,125	\$1,625	\$0
A HIGHWAY PERFORMANCE MONIORING SYSTEM	\$8,125	\$8,125	\$0	\$6,500	\$0	\$1,234	\$391	\$0
B DATA ANALYSIS	\$25,625	\$25,625	\$0	\$20,500	\$0	\$3,891	\$1,234	\$0
IV. PROGRAM MANAGEMENT	\$53,125	\$53,125	\$0	\$42,500	\$0	\$8,067	\$2,558	\$0
V. SPECIAL STUDIES	\$90,000	\$90,000	\$0	\$72,000	\$0	\$0	\$18,000	\$0
A MILLCREEK TOWNSHIP TRAFFIC CIRCULATION STUDY	\$50,000	\$50,000	\$0	\$40,000	\$0	\$0	\$10,000	\$0
B CITY OF ERIE W 38TH STREET OPERATIONAL IMPROVEMENTS	\$40,000	\$40,000	\$0	\$32,000	\$0	\$0	\$8,000	\$0
TOTAL	\$465,000	\$360,000	\$105,000	\$288,000	\$84,000	\$41,000	\$31,000	\$21,000

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2021-2022 UPWP
YEAR 2 BUDGET SUMMARY

WORK TASK	TOTAL BUDGET	TOTAL HWY	TOTAL TRANSIT	FEDERAL PL/SPR	FEDERAL FTA	STATE MLF	LOCAL HWY	LOCAL TRANSIT
I. PLANS AND PROGRAMS	\$198,125	\$98,125	\$100,000	\$78,500	\$80,000	\$14,900	\$4,725	\$20,000
A LONG RANGE TRANSPORTATION PLAN	\$56,875	\$56,875	\$0	\$45,500	\$0	\$8,637	\$2,738	\$0
B TRANSPORTATION IMPROVEMENT PROGRAM	\$22,500	\$22,500	\$0	\$18,000	\$0	\$3,417	\$1,083	\$0
C OTHER REQUIRED PLAN UPDATES	\$18,750	\$18,750	\$0	\$15,000	\$0	\$2,847	\$903	\$0
D PUBLIC TRANSPORTATION PLANNING	\$100,000	\$0	\$100,000	\$0	\$80,000	\$0	\$0	\$20,000
II. PROJECT DEVELOPMENT AND DELIVERY	\$85,000	\$85,000	\$0	\$68,000	\$0	\$12,907	\$4,093	\$0
III. DATA COLLECTION AND ANALYSIS	\$33,750	\$33,750	\$0	\$27,000	\$0	\$5,125	\$1,625	\$0
A HIGHWAY PERFORMANCE MONIORING SYSTEM	\$8,125	\$8,125	\$0	\$6,500	\$0	\$1,234	\$391	\$0
B DATA ANALYSIS	\$25,625	\$25,625	\$0	\$20,500	\$0	\$3,891	\$1,234	\$0
IV. PROGRAM MANAGEMENT	\$53,125	\$53,125	\$0	\$42,500	\$0	\$8,067	\$2,558	\$0
V. SPECIAL STUDIES	\$90,000	\$90,000	\$0	\$72,000	\$0	\$0	\$18,000	\$0
A MILLCREEK TOWNSHIP TRAFFIC CIRCULATION STUDY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B CITY OF ERIE W 38TH STREET OPERATIONAL IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C TBD	\$90,000	\$90,000	\$0	\$72,000	\$0	\$0	\$18,000	\$0
TOTAL	\$460,000	\$360,000	\$100,000	\$288,000	\$80,000	\$41,000	\$31,000	\$20,000