

**MEMORANDUM**

To: DCHC MPO Board  
 From: DCHC MPO Lead Planning Agency Staff  
 Date: April 11, 2018  
 Subject: FY 2018 Unified Planning Work Program – Amendment #3

The Lead Planning Agency (LPA) staff is requesting an amendment to the FY2018 Unified Planning Work Program (UPWP). The proposed amendment is necessary in order to reflect the following:

- Re-allocation of STBG-DA funds among task codes by Town of Carrboro.
- De-obligation of STBG-DA funds by Town of Chapel Hill.
- Re-allocation of Section 5303 funds by Town of Chapel Hill.

The UPWP provides yearly funding allocations to support the ongoing transportation planning activities of the DCHC MPO. The UPWP must identify MPO planning tasks to be undertaken with the use of federal transportation funds. Funds that would not be expended during the current fiscal year (FY18) must be de-obligated through an amendment in order for the funds to be available (carried over) for programming during a later fiscal year or to be flexed for Federal Transit Administration grants. The proposed revisions are illustrated in amendment tables below.

**Town of Carrboro – STBG-DA FY18 UPWP Amendment #3 (re-allocation of funds among task codes)\***

Description	After Amend. #3 (total share–100%)	Change (total share–100%)	Original (total share–100%)
Congestion Management Strategies	\$ 844	\$ 208	\$ 636
Short Range Transit Planning	\$ 2,494	\$ 814	\$ 1,680
Safety/Drug Control Planning	\$ 0	-\$ 208	\$ 208
Enviro Analysis & Pre-TIP Planning	\$ 0	-\$ 814	\$ 814
<b>Total Revision</b>	<b>\$ 28,209</b>	<b>\$ 0</b>	<b>\$ 28,209</b>

**Town of Chapel Hill – STBG-DA FY18 UPWP Amendment #3 (de-obligate funds)\***

Description	After Amend. #3 (total share–100%)	Change (total share–100%)	Original – After Amend. #1 (total share–100%)
Central Area Parking Inventory	\$ 975	-\$ 488	\$ 1,463
Forecast of Future Travel Patterns	\$ 4,143	-\$ 2,070	\$ 6,213
Highway Element of LRTP	\$ 2,900	-\$ 1,241	\$ 4,141
Congestion Management Strategies	\$ 6,214	-\$ 2,070	\$ 8,284
Planning Work Program	\$ 4,634	-\$ 1,464	\$ 6,098
TIP	\$ 14,911	-\$ 1,656	\$ 16,568
Management and Operations	\$ 24,853	-\$ 6,213	\$ 31,065
<b>Total Revision</b>	<b>\$ 117,443</b>	<b>-\$ 15,201</b>	<b>\$ 132,644</b>

**Town of Chapel Hill - Section 5303 FY18 UPWP Amendment #3 (re-allocation of funds among task codes)\***

<b>Task/Description</b>	<b>After Amend. #3 (total share-100%)</b>	<b>Change (total share-100%)</b>	<b>Original – (total share-100%)</b>
Traffic Volume Counts	\$ 918	\$ 918	\$ 0
Transit System Data	\$ 1,660	-\$ 5,000	\$ 6,660
Dwelling Unit, Pop. & Emp Change	\$ 3,432	-\$ 918	\$ 4,350
Travel Time Studies	\$ 5,000	\$ 5,000	\$ 0
Central Area Parking Inventory	\$ 2,700	-\$ 6,000	\$ 8,700
Bike & Ped Facilities Inventory	\$ 5,520	-\$ 4,000	\$ 9,520
Bike & Ped Counts	\$ 2,810	-\$ 3,750	\$ 6,560
Collection of Base Year Data	\$ 1,875	-\$ 800	\$ 2,675
Bicycle & Ped Element of the LRTP	\$ 3,300	\$ 3,300	\$ 0
Financial Planning	\$ 4,030	-\$ 2,500	\$ 6,530
Congestion Management Strategies	\$ 24,315	\$ 13,750	\$ 10,565
Short Range Transit Planning	\$ 2,000	\$ 2,000	\$ 0
Enviro. Analysis & Pre-TIP Plng.	\$ 2,360	-\$ 2,000	\$ 4,360
<b>Total Revision</b>	<b>\$ 171,500</b>	<b>\$ 0</b>	<b>\$ 171,500</b>

\*These tables only include tasks for which changes have been requested.