

**TRANSPORTATION PLANNING WORK PROGRAM  
FOR FISCAL YEAR 2010  
FOR THE  
SOUTHEAST MISSOURI REGIONAL PLANNING AND  
ECONOMIC DEVELOPMENT COMMISSION**

**Submitted to the  
Southeast Missouri Regional  
Transportation Advisory Committee,  
the  
Southeast Missouri Regional Planning and  
Economic Development Commission,  
MoDOT Districts 9 and 10  
and the  
Central MoDOT Office**

Submitted by:

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REGIONAL PLANNING & ECONOMIC  
DEVELOPMENT COMMISSION

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April 15, 2009

Southeast Missouri Regional  
Transportation Advisory Committee  
and Southeast Missouri Regional Planning and  
Economic Development Commission Membership  
1 West St. Joseph Street, P. O. Box 366  
Perryville, Missouri 63775

Ladies and Gentlemen:

Attached is the Work Program for provision of transportation planning in the seven-county Region for the fiscal year beginning July 1, 2009 and ending June 30, 2010. The enclosed Work Program includes all of the tasks that have been indicated as being necessary by the Missouri Department of Transportation.

Expenses for the Work Program for the new fiscal year, which will begin on July 1, 2009, total \$79,156.25, with cash match of \$15,831.25 being provided by the RPO, and \$63,325.00 being provided by the Missouri Department of Transportation.

The Work Program has been submitted to the Missouri Department of Transportation's Districts 9 and 10 offices and the central office.

Sincerely,

Chauncy Buchheit  
Executive Director

CB/kh

**TITLE:** Transportation Planning Work Program for Fiscal Year 2010 for the Southeast Missouri Regional Planning and Economic Development Commission

**PRINCIPAL AUTHOR:** Ronald R. Steele, Economic Development Planner  
Chauncy Buchheit, Executive Director

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**ABSTRACT:**

The enclosed Work Program contains the tasks that will be undertaken by the Southeast Missouri Regional Planning and Economic Development Commission's Transportation Advisory Committee and staff during the fiscal year beginning July 1, 2009, and running through June 30, 2010. The enclosed Work Program includes elements that have been indicated as necessary by the Missouri Department of Transportation in order to provide the type of service, support and data that is needed to provide appropriate planning information for the Region.

The enclosed Work Program will provide for a variety of tasks to be undertaken in the seven-county Region, which covers Bollinger, Cape Girardeau, Iron, Madison, Perry, St. Francois and Ste. Genevieve Counties and the cities therein.

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**TRANSPORTATION PLANNING WORK PROGRAM  
FOR FISCAL YEAR 2010  
FOR THE  
SOUTHEAST MISSOURI REGIONAL PLANNING AND  
ECONOMIC DEVELOPMENT COMMISSION**

The enclosed work program provides information concerning the services that are anticipated to be provided by the staff of the Southeast Missouri Regional Planning and Economic Development Commission (RPO) to the Southeast Missouri Regional Transportation Advisory Committee (TAC), the Missouri Department of Transportation's (MoDOT) District Offices 9 and 10, and MoDOT's central office in Jefferson City.

The continued working relationship among MoDOT, its District offices, the TAC, and the RPO and its staff continues to result in a better relationship between local entities and MoDOT. Because it is not known what requests for service may need to be addressed during the year, some of the following items may require adjustment as special needs arise or when new direction is given by the TAC.

The enclosed work program includes elements that are required by MoDOT as part of the FY 2010 Work Program Framework.

**Task 1. Administration**

This task will include the performance of administrative functions necessary for the execution of the MoDOT contract, accounting activities, report preparation and the preparation of general correspondence related to transportation.

Deliverables will include quarterly reports to MoDOT of the activities of the Planning Commission, TAC and staff, and quarterly reimbursement requests. Included in administration is the budget for travel, copywork, and supplies. Also included are GIS software and equipment that will be purchased with local funds.

**Task 2. Regional Transportation Plan**

This task is to continue to update the *Southeast Missouri Regional Transportation Plan* and will be continued over multiple years. This will require ongoing modification of the existing data. Deliverables will include:

Chapter 1 – *Introduction/Goals and Objectives*. This chapter includes information about the Planning Commission, the study area, the Planning Framework process and MoDOT's Long-Range Transportation Plan, the planning process used to develop the plan, and the Goals and Objectives. The chapter will be updated to include any new information or changes in existing information. As part of this process, the TAC will also re-evaluate the goals and objectives incorporated in the plan.

Chapter 2 – *Population and Employment*. This chapter will be updated as needed to include any new population forecasts, unemployment information, employment forecasts, land use/demand forecasts, or other information which may be relevant to future transportation planning.

Chapter 3 – *Existing Transportation Facilities*. This chapter provides current detailed information about all modes of transportation in the Region and will be updated as new or expanded transportation facilities are completed.

Chapter 4 – *Existing Transportation Management*. This chapter contains uniform state-level information about national traffic control standards and MoDOT's transportation management systems based on information provided by MoDOT. The chapter will be modified to incorporate any new information provided by MoDOT.

Chapter 5 – *Needs Identification*. This chapter includes a comprehensive list of highway and multimodal needs in the Region. The chapter also includes county and city needs as they relate or connect to the state system. This section will continue to be expanded to incorporate any new needs related to the state system.

Chapter 6 – *Future Projects Plan*. This chapter includes a summary of city and county projects that relate or connect to the state system and includes all projects, including multimodal, that have evolved through the Planning Framework process which are included on the STIP or which are being completed with funding from the American Recovery and Reinvestment Act of 2009. This chapter will be updated to include any other local projects that relate or connect to the state system and have evolved through the Planning Framework.

Chapter 7 – *Financing*. This chapter, which provides educational information about funding resources, will be reviewed to make sure all state, federal and local funding/financing resources and tools have been included and are complete and that the information is adequately discussed. Financing information will be updated as new financing tools become available.

Chapter 8 – *Plan Implementation*. This chapter contains a discussion of the social and economic impacts of the needs and projects recommended in the plan. This chapter will be reviewed to include any new or additional information.

### **Task 3. Core Activities**

This task will include staff participation in, and support for, MoDOT sponsored events and processes including implementation of *Blueprint for Safer Roadways* programs in Districts 9 and 10, public information meetings on highway projects in the Region, Enhancement Grant workshops and selection meetings, participation in meetings and prioritization of our RPO's suggestions concerning MoDOT's Future Investment Strategy, needs identification and prioritization at the District and state level, project prioritization for use in the STIP development, and activities of the TAC. Clerical work

associated with the accomplishment of this task (meeting notices, agenda preparation, minutes, etc.) is also included.

Deliverables will include participation in meetings related to the MoDOT Investment Strategy process, participation in public information meetings on specific highway projects and Enhancement Grant applications, and prioritized needs determined by the SEMO TAC. It is also anticipated that periodic meetings of public transit providers in the Region may be held to share information about transit opportunities and problems.

#### **Task 4. General Transportation Planning**

The RPO's staff will participate in activities involving gathering and analyzing information, preparing necessary maps, and listing capital improvements needs where possible for various functional transportation planning modes. This is not directly related to specific projects that the RPO's staff will be working on with MoDOT, but rather is intended to provide the information necessary to enhance the transportation planning process. Coordination with comprehensive plans and local street plans, where they may impact state highways, will also be carried out under this task.

Deliverables will include maps and economic and demographic information.

#### **Task 5. Other Transportation/Planning Activities**

The staff will be engaged in a number of non-traditional transportation and planning activities including continued efforts to spearhead the development of a region-wide GIS system. The staff will also be prepared to develop any specific deliverables requested by either District 9 or District 10 and will continue to monitor and support efforts to improve freight movement on and between all modes.

Deliverables will include continued progress in developing a regional GIS which will assist transportation planning in the Region. The GIS is a multi-year project. Work will continue on a region-wide base map that depicts the Region and county boundaries, with data layers to include orthophotography, the state road system, streams, soils, floodplains, and topography.

#### **Task 6. Professional Development**

The purpose of this task is to continue to expand the knowledge and capability of the RPC's staff. Included in this task will be opportunities to attend various training sessions to learn about techniques and methodologies used in transportation planning, available data resources, and issues at the state and national levels that may impact future transportation and funding. The two staff members most likely to participate are Chauncy Buchheit, the Executive Director; and Ron Steele, the Economic Development Planner.

The RPC staff regularly participates in the activities of the Missouri Association of Councils of Government (MACOG), the Missouri Port Authorities Association (MPAA),

and the National Association of Development Organizations (NADO), all of which are involved with transportation issues at the state or national level.

### **Task 7. Public Education/Information/Meetings**

An important aspect of the transportation planning process will be to maintain an open and transparent flow of information on transportation issues between the RPO, the TAC, MoDOT, and the general public. To this end, the staff will continue to participate in public meetings on transportation projects and issues, and to provide timely information to all transportation partners within the Region.

The staff will participate in public meetings to gather input about planned MoDOT transportation projects, meetings designed to further the *Missouri Blueprint for Safer Roadways*, and educational meetings and workshops designed to provide current information about transportation programs. The staff will also provide information, maps and photos, when requested and available, to assist the staffs of Districts 9 and 10 in preparing informational material for the general public.

Following is a list of deliverables (meetings) in which staff will likely participate:

MoDOT public meetings on specific projects	10
Blueprint for Safer Roadways implementation meetings (Districts 9 & 10)	8
Prioritization meetings in Jefferson City	2
Missouri Port Authority Association	3
Highway 67 Coalition meetings	6

Note: Meetings hosted by District 9 in Willow Springs, the SCOCOG office in Pomona or the Meramec RPC in St. James, and some Highway 67 Coalition meetings require most, or all, of a day including travel time.

**Task 1. Administration**

	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda
Estimated No. of Hours	161	24		40		8			80	9	
Staff Hourly Rate & Fringe	5,455.33	1,395.36	-	1,187.20	-	270.16	-	-	2,513.60	89.01	-
Travel/Per Diem	5,100.00										
Copy	1,200.00										
Supplies	760.40										
GIS Equipment/Software	500.00										
All Direct Expenses	13,015.73										
All Indirect Expenses	1,449.00	216.00	-	360.00	-	72.00	-	-	720.00	81.00	-
Funds for FY 2010	14,464.73	1,611.36	-	1,547.20	-	342.16	-	-	3,233.60	170.01	-

**Task 2. Regional Transportation Plan**

	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda
Estimated No. of Hours	236	64	80	32	24	24		4		8	
Staff Hourly Rate & Fringe	9,297.92	3,720.96	2,638.40	949.76	952.56	810.48	-	146.64	-	79.12	-
Other Direct Expenses	-										
All Indirect Expenses	2,124.00	576.00	720.00	288.00	216.00	216.00	-	36.00	-	72.00	-
Funds for FY 2010	11,421.92	4,296.96	3,358.40	1,237.76	1,168.56	1,026.48	-	182.64	-	151.12	-

<b>Task 3. Core Activities</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	366	72	120	80	16	12		10		40	16	
Staff Hourly Rate & Fringe	12,570.16	4,186.08	3,957.60	2,374.40	635.04	405.24	-	366.60	-	395.60	249.60	
Other Direct Expenses	-											
All Indirect Expenses	3,294.00	648.00	1,080.00	720.00	144.00	108.00	-	90.00	-	360.00	144.00	
Funds for FY 2010	15,864.16	4,834.08	5,037.60	3,094.40	779.04	513.24	-	456.60	-	755.60	393.60	
<b>Task 4. General Transportation Planning</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	130	72	16	16	8	8		10				
Staff Hourly Rate & Fringe	6,142.92	4,186.08	527.68	474.88	317.52	270.16	-	366.60	-	-	-	
Other Direct Expenses	-											
All Indirect Expenses	1,080.00	648.00	144.00	144.00	72.00	72.00	-	-	-	-	-	
Funds for FY 2010	7,222.92	4,834.08	671.68	618.88	389.52	342.16	-	366.60	-	-	-	
<b>Task 5. Other Transportation/Planning Activities</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	360	72	40	8	80	80	40	40				
Staff Hourly Rate & Fringe	14,264.72	4,186.08	1,319.20	237.44	3,175.20	2,701.60	1,178.80	1,466.40	-	-	-	
Other Direct Expenses	-											
All Indirect Expenses	2,880.00	648.00	360.00	72.00	720.00	720.00	360.00	-	-	-	-	
Funds for FY 2010	17,144.72	4,834.08	1,679.20	309.44	3,895.20	3,421.60	1,538.80	1,466.40	-	-	-	

<b>Task 6. Professional Development</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	136	80	8		16	16	8	8				
Staff Hourly Rate & Fringe	6,619.44	4,651.20	263.84	-	635.04	540.32	235.76	293.28	-	-	-	
Other Direct Expenses	-											
All Indirect Expenses	1,152.00	720.00	72.00	-	144.00	144.00	72.00	-	-	-	-	
Funds for FY 2010	7,771.44	5,371.20	335.84	-	779.04	684.32	307.76	293.28	-	-	-	
<b>Task 7. Public Education/Information/Meetings</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	104	40	40				12	12				
Staff Hourly Rate & Fringe	4,438.36	2,325.60	1,319.20	-	-	-	353.64	439.92	-	-	-	
Other Direct Expenses	-											
All Indirect Expenses	828.00	360.00	360.00	-	-	-	108.00	-	-	-	-	
Funds for FY 2010	5,266.36	2,685.60	1,679.20	-	-	-	461.64	439.92	-	-	-	
<b>TOTAL</b>												
	Total	Chauncy	Ron	Kathy	Stan	Jeremy	Margaret	David	Marilyn	Sharon	Amanda	
Estimated No. of Hours	1,493	424	304	176	144	148	60	84	80	57	16	
Staff Hourly Rate & Fringe	58,788.85	24,651.36	10,025.92	5,223.68	5,715.36	4,997.96	1,768.20	3,079.44	2,513.60	563.73	249.60	
Other Direct Expenses	7,560.40	-	-	-	-	-	-	-	-	-	-	
All Indirect Expenses	12,807.00	3,816.00	2,736.00	1,584.00	1,296.00	1,332.00	540.00	126.00	720.00	513.00	144.00	
<b>TOTAL</b>	<b>79,156.25</b>	<b>28,467.36</b>	<b>12,761.92</b>	<b>6,807.68</b>	<b>7,011.36</b>	<b>6,329.96</b>	<b>2,308.20</b>	<b>3,205.44</b>	<b>3,233.60</b>	<b>1,076.73</b>	<b>393.60</b>	
80% MODOT Allocation	63,325.00											
20% Local Allocation	15,831.25											