

MEMORANDUM OF UNDERSTANDING

Conducting the Continuing, Cooperative and Comprehensive Transportation Planning Process for the Kansas City, MO-KS Metropolitan Area

Johnson County Transit
Kansas City Area Transportation Authority
Kansas Department of Transportation
Mid-America Regional Council
Missouri Department of Transportation
Unified Government Transit

This Memorandum of Understanding (MOU), entered into and effective this 15th day of Oct. 2007, by and between Johnson County Transit, the Kansas City Area Transportation Authority, the Kansas Department of Transportation, the Mid-America Regional Council, the Missouri Department of Transportation, and Unified Government Transit, establishes a metropolitan planning and programming process, and documents the roles and responsibilities of each party in the process. The partners agree to conduct a planning and programming process that complies with all federal planning requirements as specified in federal law. This MOU is not intended to create any substantive rights or responsibilities for anyone, whether a party to this agreement or not, over and above those created and conferred by federal and state law.

Planning Partners

The Johnson County Transportation Department, hereinafter referred to as Johnson County Transit (JCT), is a department of Johnson County Government, responsible for providing general purpose and special public transportation services funded by Johnson County, Kansas.

The Kansas City Area Transportation Authority (KCATA), the creation of a bi-state compact between the states of Kansas and Missouri, is responsible for providing general purpose and special public transportation services throughout the 7-county (Cass, Clay Jackson, and Platte in MO; Johnson, Leavenworth, and Wyandotte in KS) Kansas City area.

The Kansas Department of Transportation (KDOT) is a state agency established pursuant to Kansas statute responsible for building, maintaining and operating a variety of transportation facilities across the state of Kansas, including, but not limited to, the federal and state highway system.

The Mid-America Regional Council (MARC) is an association of city and county governments throughout the 9-county (Cass, Clay, Jackson, Platte and Ray in MO; Johnson, Leavenworth, Miami and Wyandotte in KS) Kansas City area. MARC is the designated Metropolitan Planning Organization (MPO) for the Kansas City, MO-KS and Lee's Summit, MO urbanized areas.

The Missouri Highways and Transportation Commission is a gubernatorial appointed commission overseeing the Missouri Department of Transportation (MoDOT), a governmental department within the State of Missouri responsible for building, maintaining and operating a variety of transportation facilities across the state of Missouri, including, but not limited to, the federal and state highway system. This partner is hereinafter referred to as MoDOT.

Unified Government Transit (UGT) is a department of the Unified Government of Wyandotte County and Kansas City, Kansas, responsible for providing general purpose and special public transportation services funded by the Unified Government.

MPO Governance/Structure

MARC is governed by a Board of Directors consisting of 34 elected officials. The nine counties and the six largest cities within the region (Kansas City, MO, Kansas City, KS, Overland Park, KS, Independence MO, Olathe, KS and Lee's Summit, MO) have direct board representation. The smaller cities are represented on the Board by local elected officials selected at the county level. Bylaws adopted by the MARC Board outline membership and operating procedures of the Board.

MARC's work as the region's MPO is guided by the Total Transportation Policy Committee (TTPC). The TTPC provides policy-level recommendations to the MARC Board on significant transportation issues, programs, and projects, and serves as the primary focal point for MARC's overall transportation planning program. Membership on the TTPC includes elected officials and staff representatives from local counties and municipalities, as well as representatives from JCT, KCATA, KDOT, MoDOT, and UGT (JCT and UGT representation is through their respective local government bodies). Bylaws adopted by TTPC outline membership and operating procedures of the committee.

A number of modal committees report to the TTPC, each one corresponding with a particular mode or type of transportation. Membership on the modal committees is a mixture of elected officials, local government staff, state and federal officials, and representatives from various interest groups. TTPC has adopted an overall modal committee structure and bylaws for individual modal committees that outline their membership and operating procedures.

A number of programming committees report to TTPC, each one charged with formulating funding recommendations for particular federal funding programs. TTPC has adopted Roles and Responsibilities documents for each of the programming committees that identify their membership structure and operating procedures. The committees have also developed methodologies for evaluating proposed projects and formulating their recommendations.

Planning Process and Responsibilities

Unified Planning Work Program Development and Consolidated Planning Grant Management –
A Unified Planning Work Program (UPWP) is prepared annually that describes the planning activities to be conducted in the region. The UPWP serves three distinct functions: (1) it describes the transportation planning activities of regional scope that the planning partners will

undertake during the year; (2) it serves as the scope of work for planning activities proposed for funding under the Consolidated Planning Grant (CPG); and (3) it provides a management tool for the planning partners in scheduling major transportation planning activities, milestones and products. Much of the work in the UPWP that is conducted by MARC, as the MPO, is funded by Consolidated Planning Grants (comprised of FHWA PL and FTA Section 5303 funds) provided by the state DOTs, although some MARC tasks are funded through Transportation Enhancements (TE), Congestion Mitigation/Air Quality (CMAQ) and/or Surface Transportation Program (STP) funds provided through separate local public agency (LPA) agreements with KDOT and/or MoDOT. The manner of financing of activities authorized under the CPG and LPA agreements is through reimbursement by KDOT and MoDOT of federal funds for up to a maximum of eighty percent (80%) of authorized expenditures (with exceptions for some uses of funds), with the balance (the non-federal share) to be provided for by separate fiscal agreement between MARC and its local government members.

- a. **MARC's Responsibility** – MARC will cooperate with the other planning partners in the development of the UPWP. MARC will develop and maintain a UPWP development schedule each year that will include a meeting of the planning partners to discuss development and establish planning priorities of the UPWP. MARC will compile the draft UPWP for review by the planning partners, TTPC and the public, and will prepare and publish the final UPWP as approved by the MARC Board. MARC will use the UPWP as the scope of services for the consolidated planning grants with KDOT and MoDOT, and will enter into annual agreements with KDOT and MoDOT to receive Consolidated Planning Grant funds to support its work in the UPWP. MARC will enter into periodic LPA agreements with KDOT/MoDOT to support projects funded through other sources. MARC will prepare and submit to the state DOTs progress reports detailing activities conducted each quarter for the various UPWP work tasks.
- b. **KDOT and MoDOT's Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the UPWP. As the overseers of Consolidated Planning Grants with MARC, once all state and federal requirements are met KDOT and MoDOT will approve the UPWP and use it as the scope of services for their individual Consolidated Planning Grant agreements with MARC. KDOT and MoDOT will submit the UPWP to USDOT in a timely manner for USDOT approval. KDOT and MoDOT will enter into periodic LPA agreements with MARC to support projects funded through other sources. KDOT and MoDOT will provide task/budget/schedule information to be included in the UPWP, and will provide quarterly updates of task progress to be included in the quarterly progress reports.
- c. **JCT, KCATA and UGT's Responsibility** – JCT, KCATA and UGT will cooperate with the other planning partners in the development of the UPWP, including the provision of task/budget/schedule information to be included in the document. JCT, KCATA and UGT will provide quarterly updates of task progress to be included in the quarterly progress reports.

Long-Range Transportation Plan (LRTP) Development and Maintenance – One of the primary products of the metropolitan planning process is the LRTP. The LRTP establishes the broad

policy framework for transportation investments in the region, and identifies specific investments to be implemented during the plan period. As described in federal rules, the LRTP will provide for the development and integrated management and operation of transportation systems and facilities (including major roadways, transit, multimodal and intermodal facilities, pedestrian walkways and bicycle facilities, and intermodal connectors) that will function as an intermodal transportation system for the metropolitan planning area and as an integral part of an intermodal transportation system for the States and the United States. The LRTP is updated according to intervals set in federal regulations, and may be amended more frequently, as appropriate.

- a. **MARC's Responsibility** – MARC will lead the development of the LRTP in cooperation with the other planning partners. MARC will establish a multi-year plan development calendar to complete the update of the plan by the established federal deadline. MARC will coordinate with and reflect the KDOT and MoDOT Long-Range Transportation Plans in the region's Long-Range Transportation Plan. MARC will continuously monitor plans, studies, and other activities in the region to identify potential amendments to the LRTP. MARC will review plan components and amendments to assess the need for conducting air quality/conformity analyses. MARC will produce such analyses when appropriate.
- b. **KDOT and MoDOT's Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the LRTP. KDOT and MoDOT will coordinate with and reflect the region's plans in statewide long-range transportation plans. KDOT will coordinate the region's long-range planning efforts with its Local Consultation Process. MoDOT will coordinate the region's long-range planning efforts with its Planning Framework. KDOT and MoDOT will monitor internal plans, studies and other activities to identify potential LRTP amendments and inform the other partners accordingly.
- c. **JCT, KCATA and UGT's Responsibility** – JCT, KCATA, and UGT will cooperate with the other planning partners in the development of the LRTP. JCT, KCATA, and UGT will coordinate the region's long-range planning efforts with their agency planning efforts for future transit operations and capital investments. JCT, KCATA and UGT will monitor internal plans, studies, and other activities to identify potential LRTP amendments and inform the other partners accordingly.

Transportation Improvement Program (TIP) Development and Maintenance – One of the primary products of the metropolitan planning process is the TIP. The TIP identifies specific investments to be implemented during the next 4-5 year period, and serves to commit funds to specific projects. The TIP is updated according to intervals set in federal regulations, and may be amended more frequently, as appropriate.

- a. **MARC's Responsibility** – MARC will lead the development of the TIP in cooperation with the other planning partners. MARC will establish policies, procedures and practices for the development and maintenance of the TIP. MARC will initiate and conduct project selection processes for federal funds suballocated to it. MARC will participate in KDOT and MoDOT project selection processes. MARC will maintain the TIP as a web/database product that reflects project level details consistent with MARC policies and federal regulations. MARC will review TIP

- projects and amendments to assess the need for conducting air quality/conformity analyses. MARC will produce such analyses when appropriate.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development of the TIP. KDOT and MoDOT will conduct project selection activities in consultation with the other planning process partners. KDOT and MoDOT will submit/update project level data such that the TIP can reflect project details consistent with MARC policies and federal regulations. KDOT and MoDOT will consider for approval all TIP and TIP amendment actions approved and submitted by MARC and, if approved, incorporate them into the STIP such that the STIP reflects and is consistent with the metropolitan TIP. KDOT and MoDOT will process new TIP approvals and TIP amendments and submit to USDOT in a timely manner for USDOT approval.
 - c. JCT, KCATA and UGT's Responsibility – JCT, KCATA, and UGT will cooperate with the other planning partners in the development of the TIP. JCT, KCATA and UGT will conduct project selection activities in consultation with other planning process partners. JCT, KCATA and UGT will submit/update project level data such that the TIP can reflect project details consistent with MARC policies and federal regulations.

Annual Listing of Obligated Projects – One of the aspects of public accountability assigned to the metropolitan transportation planning process is an annual reporting of the federal funds obligated to projects in the preceding year. The listing is included in the Transportation Improvement Program (TIP) to confirm the obligation of federal funds to projects currently and previously listed in the TIP.

- a. MARC's Responsibility – MARC will lead the development of the Annual Listing of Obligated Projects in cooperation with the other planning partners. MARC will establish the schedule for completing the annual listing of obligated projects, taking into account the schedules for releasing such information by KDOT, MoDOT, JCT, KCATA, UGT and other sources of information. MARC will compile information from the other planning partners, federal agencies, and others as appropriate, in order to complete the initial listing of projects. Once completed, MARC will publish the listing electronically as part of the region's TIP.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development of the Annual Listing of Obligated Projects. KDOT and MoDOT will provide information regarding any federally funded projects they administered within the MPO boundary which have had fund obligations during the previous year. KDOT and MoDOT will establish internal procedures to routinely provide the information each year.
- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA, and UGT will cooperate with the other planning partners in the development of the Annual Listing of Obligated Projects. JCT, KCATA and UGT will provide information regarding any federally funded projects which have had fund obligations during the previous year. JCT, KCATA and UGT will establish internal procedures to routinely provide the information each year.

Financial Plans for the Long-Range Transportation Plan and Transportation Improvement Program

The metropolitan long-range transportation plan (LRTP) and transportation improvement program (TIP) are to include financial plans based on estimates of revenue that can reasonably be expected to be available during the time period covered by each document. Financial plans and estimates of revenue are to be prepared cooperatively between the partners of the MPO process.

- a. **MARC's Responsibility** – MARC will lead the development of the LRTP and TIP financial plans in cooperation with the other planning partners. MARC will develop and maintain procedures and methodologies for generating revenue forecasts in cooperation with JCT, KCATA, KDOT, MoDOT, and UGT. MARC will generate estimates of local funds to be available to support transportation investments in the region. MARC will convene the partners as necessary to review methodologies, assumptions (such as inflation factors), and estimates to be used in LRTP and TIP documents and amendments.
- b. **KDOT and MoDOT's Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the LRTP and TIP financial plans. KDOT and MoDOT will provide historical information regarding funding levels/expenditures within the MPO boundary and any estimates they have prepared for future state and federal revenues.
- c. **JCT, KCATA and UGT's Responsibility** – JCT, KCATA, and UGT will cooperate with the other planning partners in the development of the LRTP and TIP financial plans. JCT, KCATA and UGT will provide historical information regarding funding levels/expenditures for transit services within the MPO boundary and any estimates they have prepared for future local, state, and federal revenues.

Studies – Studies are regularly conducted in the region to analyze particular transportation issues, transportation functions, geographic subareas, or transportation corridors and bring further definition to proposed transportation investments in the region. Studies may be categorized as Major Investment Studies, under MARC policy, or meet other criteria/scope based on agreement between the planning partners. Studies should result in changes to, or further definition of, the Long-Range Transportation Plan, and/or project level details that should be reflected in the Transportation Improvement Program.

- a. **MARC's Responsibility** – MARC, in cooperation with the planning partners, will develop and maintain a list of proposed study corridors in the Long-Range Transportation Plan. MARC, in cooperation with the planning partners, will maintain and implement the Major Investment Study (MIS) Policy as appropriate for proposed studies. MARC will reflect the broad policy framework articulated in the region's Long-Range Transportation Plan in studies it leads. MARC will include partners of the planning process in studies it leads, and will actively participate in studies conducted by other partners of the planning process. MARC will engage a broad cross-section of community interests and the general public in studies that it leads. MARC will assist with bringing conclusions of studies through the MPO committee process to reflect conclusions in the Long-Range Transportation Plan and/or the Transportation Improvement Program, as appropriate.

- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development and maintenance of the LRTP list of proposed study corridors, and maintenance and implementation of the MIS Policy. KDOT and MoDOT will reflect the broad policy framework articulated in the region's Long-Range Transportation Plan in studies that they lead. KDOT and MoDOT will include partners of the planning process in studies they lead, and will actively participate in studies conducted by other partners of the planning process. KDOT and MoDOT will engage a broad cross-section of community interests and the general public in studies that they lead. KDOT and MoDOT will bring to the MPO committee process any conclusions of studies for incorporation into the Long-Range Transportation Plan and/or the Transportation Improvement Program, as appropriate.
- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners in the development and maintenance of the LRTP list of proposed study corridors, and maintenance and implementation of the MIS Policy. JCT, KCATA, and UGT will reflect the broad policy framework articulated in the region's Long-Range Transportation Plan in studies that they lead. JCT, KCATA and UGT will include partners of the planning process in studies they lead, and will actively participate in studies conducted by other partners of the planning process. JCT, KCATA, and UGT will engage a broad cross-section of community interests and the general public in studies that they lead. JCT, KCATA and UGT will bring to the MPO committee process any conclusions of studies for incorporation into the Long-Range Transportation Plan and/or the Transportation Improvement Program, as appropriate.

MPO Planning Area Boundary – The MPO process is to be conducted within a defined metropolitan planning area boundary (MPAB). The boundary is to reflect the current urbanized area plus areas anticipated to urbanize within the next 20 years. The MPAB will be reviewed at the establishment of new urbanized area boundaries following each decennial census, and at intermediate intervals as prompted by requests by local or state governments to modify the current boundary. Proposed adjustments to the MPAB will be based on planning analysis of current and planned urbanized development.

- a. MARC's Responsibility – MARC will cooperate with the other planning partners to maintain/adjust the MPAB. MARC will enter into agreements with the Governors of Kansas and Missouri (or their designees) to establish the MPAB. MARC, in cooperation with the other planning partners, will prepare and maintain a detailed description and map of the current MPAB, and make it available to the other planning partners. MARC will initiate the review with the other planning partners of the boundary following each decennial census.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners to maintain/adjust the MPAB. KDOT and MoDOT will prepare, process and maintain agreements between the state governors (or their designees) and MARC to establish the MPAB. KDOT and MoDOT will utilize the current MPAB in data systems and planning activities to accurately reflect the area within which MPO planning, programming and decision-making processes are to be followed.

- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners in their roles as members of MARC's transportation committees to maintain/adjust the MPAB.

Urbanized Area Boundaries – Urbanized area boundaries are established following each decennial census. The boundaries distinguish between urban and rural places for funding and system classification purposes. The MPO process may adjust the Census-defined urbanized area boundaries to create smooth, definable boundaries between urban and rural places. In some cases, multiple urbanized areas may be identified within the same metropolitan area (as was the case with the Kansas City region in the 2000 Census). The urbanized area boundaries will be reviewed at the establishment of new urbanized area boundaries following each decennial census, and adjusted as appropriate.

- a. MARC's Responsibility – MARC will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for transportation planning purposes. MARC will prepare and maintain descriptions and maps of the current census-defined and adjusted urbanized area boundaries, and make them available to the other planning partners. MARC will consider the USDOT approved boundary/boundaries to be the current boundary/boundaries for planning purposes. MARC will initiate the process to adjust the census-defined boundary following each decennial census. MARC will forward any boundary adjustments to KDOT and MoDOT for approval.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for planning purposes. KDOT and MoDOT will consider for approval all boundary adjustments approved and submitted by MARC, and will submit KDOT/MoDOT approved adjustments to the urbanized boundary to USDOT for approval.
- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for planning purposes. JCT, KCATA and UGT will work with the other planning partners to assess the impact of urbanized area definitions on the availability, distribution and use of Federal Transit Administration urbanized area formula program funds.

Functional Classification System – Roadways are functionally classified according to federal guidelines to identify the role each facility plays in the overall transportation network, to serve as a basis for design criteria, to organize reporting and analysis, and to establish eligibility for utilizing federal transportation funds.

- a. MARC's Responsibility – MARC will cooperate with the other planning partners to establish and maintain the region's functional classification system. MARC will establish and maintain policies to guide the maintenance of the region's functional classification system. MARC will consider the USDOT approved functional classification system to be the current classification for planning and programming

- purposes. MARC will forward any proposed changes to the region's functional classification system to KDOT and MoDOT for approval.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners to establish and maintain the region's functional classification system, including assisting MARC in ensuring that the classification meets federal guidelines. KDOT and MoDOT will consider for approval all functional classification changes approved and submitted by MARC, and will be responsible for forwarding any KDOT/MoDOT approved changes to FHWA for approval. KDOT and MoDOT will reflect the region's federally approved functional classification system in their statewide functional classification systems.
 - c. JCT, KCATA and UGT's Responsibility – Although this is only an FHWA requirement, JCT, KCATA and UGT will cooperate with the other planning partners to establish and maintain the region's functional classification system.

Travel Demand Modeling – Travel demand models are developed and maintained to simulate and forecast travel conditions on the region's transportation system. The models are used to predict and identify future problem areas in the transportation system, and to evaluate strategies, investments, and projects which may alleviate those future problems. Models may also be used to understand current and future operating conditions on elements of the transportation network. Models also provide information to assess impacts of transportation investments for environmental justice purposes and to assess mobile source contributions to the region's air quality.

- a. MARC's Responsibility – MARC will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. MARC will work with the other planning partners to collect input data for the model so that it accurately reflects local conditions. MARC will utilize the regional travel demand model for evaluating the performance of the region's transportation system and to assess proposed strategies for the LRTP and TIP. MARC will also utilize the regional travel demand model for environmental justice and air quality analyses. MARC will provide information from the regional travel demand model to support studies and other analyses by the other planning partners. MARC will assist the planning partners in reviewing modeling approaches for consistency with the regional travel demand model. MARC will support a regional model users group to provide ongoing coordination with modelers in the planning partner agencies, local governments, and their consultants.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. KDOT and MoDOT will work with the other planning partners to collect input data for the model so that it accurately reflects local conditions. KDOT and MoDOT and/or their consultants will conduct any travel demand modeling in the region consistent with the regional travel demand model.
- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. JCT, KCATA, and UGT will work with the other planning partners to collect input data for the model so that it accurately reflects local

conditions. JCT, KCATA and UGT and/or their consultants will conduct any travel demand modeling in the region consistent with the regional travel demand model.

Congestion Management Process – As part of the metropolitan transportation planning process, areas are to develop and implement a Congestion Management Process (CMP). The CMP serves as a planning tool to help decrease mobile source emissions and improve regional air quality, by monitoring, measuring and diagnosing the causes of congestion on a region's multi-modal transportation systems; evaluating and recommending alternative strategies to manage or improve regional congestion; and evaluating the performance of strategies put in practice to manage or improve congestion.

- a. **MARC's Responsibility** – MARC will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. MARC will initiate periodic updates of the CMP so that it sufficiently addresses current issues, challenges, and opportunities in the region. MARC will provide information from the CMP as part of calls for projects and as part of initial data for studies so that appropriate congestion management strategies are considered in planning and project development activities in the region.
- b. **KDOT and MoDOT's Responsibility** – KDOT and MoDOT will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. KDOT and MoDOT will use information from the CMP as part of planning studies and project development activities so that appropriate congestion management strategies are considered in planning and project development activities in the region.
- c. **JCT, KCATA and UGT's Responsibility** – JCT, KCATA and UGT will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. JCT, KCATA and UGT will use information from the CMP as part of planning studies and project development activities so that appropriate congestion management strategies are considered in planning and project development activities in the region.

Participation Plan – As part of the metropolitan transportation planning process, areas are to develop and implement a Participation Plan. The Participation Plan is to define a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. The Participation Plan shall include procedures for employing visualization techniques and making public information available in electronically accessible formats and means.

- a. **MARC's Responsibility** – MARC will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. MARC will initiate periodic reviews of the effectiveness of the Participation Plan strategies and may suggest updates to the Plan in cooperation with the other planning partners. MARC will follow the Participation Plan in its planning and

- programming work so that the public is adequately and appropriately engaged in planning and project development activities in the region.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. KDOT and MoDOT will use strategies from the Participation Plan as part of planning studies and project development activities so that the public is adequately and appropriately engaged in planning and project development activities in the region.
 - c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. JCT, KCATA and UGT will use strategies from the Participation Plan as part of planning studies and project development activities so that the public is adequately and appropriately engaged in planning and project development activities in the region.

Regional Intelligent Transportation Systems (ITS) Architecture – In the Kansas City region, the metropolitan planning process is responsible for creation of the Regional ITS Architecture. The Kansas City Regional ITS Architecture provides a specific, tailored structure for facilitating institutional agreement and technical integration for the implementation of ITS projects in the region by defining how systems functionally operate and the interconnection of information exchanges that must take place between these systems to accomplish transportation services. By providing an opportunity for coordination of activities and sharing of information among regional transportation systems through a systems engineering approach, the Regional ITS Architecture promotes system efficiency and effectiveness; provides a basis for planning the evolution of existing systems and the definition of future systems over time; provides a framework within which regional stakeholders can address transportation issues collectively; and identifies opportunities for making ITS investments in a more cost-effective manner by utilizing inter-agency cooperation.

- a. MARC's Responsibility – MARC will lead the development and maintenance of the regional ITS architecture in cooperation with the other planning partners. MARC will maintain a web-based database of information exchanges that comprise the regional architecture. MARC, in cooperation with the planning partners, will periodically update the ITS architecture to reflect new components and information exchanges that would enhance transportation performance in the region. MARC will provide assistance to project sponsors in identifying appropriate information exchanges for proposed ITS and ITS-related projects.
- b. KDOT and MoDOT's Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development and maintenance of the regional ITS architecture. KDOT and MoDOT will utilize the regional ITS architecture to plan, develop and evaluate proposed transportation technology investments in the region.
- c. JCT, KCATA and UGT's Responsibility – JCT, KCATA and UGT will cooperate with the other planning partners in the development and maintenance of the regional ITS architecture. JCT, KCATA and UGT will utilize the regional ITS architecture to plan, develop and evaluate proposed transportation technology investments in the region.

Coordinated Public Transit-Human Service Transportation Plan (JARC, NF, 5310 Funds) –
Areas must have a Coordinated Public Transit-Human Service Transportation Plan (CPTHSTP) to be eligible to expend Job Access and Reverse Commute (JARC), New Freedoms (NF), and FTA Section 5310 funds. The plan will serve as the basis for the competitive selection process related to JARC, NF and Sec. 5310 funds.

- a. **MARC's Responsibility** – MARC will lead the development of the CPTHSTP and the competitive selection process for JARC and NF funds in cooperation with the other planning partners. MARC will coordinate the development of the regional CPTHSTP in conjunction with the other planning partners and other community interests. MARC will integrate the CPTHSTP with other transit and transportation planning activities in the region, and with the region's Long-Range Transportation Plan. MARC will use the CPTHSTP to guide the competitive selection process for JARC and NF funds.
- b. **KDOT and MoDOT's Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the CPTHSTP and the competitive selection process for JARC and NF funds. KDOT and MoDOT will coordinate between the regional CPTHSTP and any statewide CPTHSTPs that may be developed.
- c. **JCT, KCATA and UGT's Responsibility** – JCT, KCATA and UGT will cooperate with the other planning partners in the development of the CPTHSTP and the competitive selection process for JARC and NF funds. KCATA will serve as the designated recipient for JARC and NF funds for the region. JCT, KCATA, and UGT will assist in integrating the CPTHSTP with other transit planning activities in the region.

Periodic Review of this MOU

This MOU will be reviewed periodically so that it remains current in articulating roles and responsibilities of the planning partners. The MOU will be assessed in the year following each federal certification review of the region's planning process to capture any changes in federal transportation authorizations, federal regulations and guidance, comments that were part of the certification review, and changes within the partners of the planning process. Current information on the region's planning process will be available each year as part of the Unified Planning Work Program.

Expected Roles and Responsibilities of USDOT

While they are not direct parties to this agreement, it is the expectation of the parties that USDOT offices, particularly the Kansas and Missouri Division Offices of the Federal Highway Administration and the Regional Office of the Federal Transit Administration, will also participate as partners in the Kansas City region's transportation planning process. USDOT offices are expected to participate as ex officio members of MPO transportation committees, and provide a federal perspective to the work of the MPO. USDOT offices are expected to provide information on best practices and developments in the field of transportation planning that could

support and be useful to the region's planning efforts. USDOT offices are expected to take actions on plans, environmental studies, and investment projects within the region that are consistent with decisions that have come out of the MPO process. USDOT offices are also expected to advise the MPO regarding any issues of compliance with federal regulations as work products are being developed and produced so that final products will meet existing requirements. Additionally, USDOT is expected to complete its actions related to approving products of the MPO process in a timely manner, so as not to delay progress on significant transportation initiatives in the region.

IN WITNESS WHEREOF the parties hereto have caused this Memorandum of Understanding to be executed by their proper officers and representatives having authority to do so.

Alice M Amrein
Alice Amrein, Director
Johnson County Transit

Date: 8/20/07

Mark Huffer
Mark Huffer, General Manager
Kansas City Area Transportation Authority

Date: 08/21/07

Deb Miller
Deb Miller, Secretary of Transportation
Kansas Department of Transportation

Date: 9-26-07

David A. Warm
David A. Warm, Executive Director
Mid-America Regional Council

Date: 7/27/07

Dennis Hays
Dennis Hays, County Administrator
Unified Government
Unified Government Transit

Date: 8/10/07

Approved as administrator



Kevin Keith

Date: 9-5-07

Kevin Keith, Chief Engineer
Missouri Department of Transportation
Missouri Highways and Transportation Commission

Pamela Horton

Secretary to the Commission

Approved as to Form:

Buyer Hall

Commission Counsel



Approved pursuant to KSA 12-2904

Paul J. Morrison
Kansas Attorney General
Office of the Kansas Attorney General

Date: _____



STATE OF KANSAS
OFFICE OF THE ATTORNEY GENERAL

PAUL J. MORRISON
ATTORNEY GENERAL

October 4, 2007

120 SW 10TH AVE., 2ND FLOOR
TOPEKA, KS 66612-1597
(785) 296-2215 • FAX (785) 296-6296
WWW.KSAG.ORG

Christopher M. Small
Kansas Department of Transportation
700 S.W. Harrison
Topeka, Kansas 66603

Re: Memorandum of Understanding/Comprehensive Transportation Planning Process for
the Kansas City, MO-KS Metropolitan Area

Dear Mr. Small:

After reviewing the above-referenced memorandum, it appears that this office is not required to review as the memorandum appears to fall within the exemption of subsection (g) of K.S.A. 12-2904 which excepts out from Attorney General review "two or more public agencies establishing a council or other organization of local governments for the study of common problems of an area or region and for the promotion of governmental cooperation."

I am returning the eight original documents without the Attorney General's signature.

Sincerely,

OFFICE OF THE ATTORNEY GENERAL
PAUL J. MORRISON

A handwritten signature in black ink, appearing to read "MFeighny".

Mary Feighny
Deputy Attorney General

MF:mf
Enclosure