

UPWP DOCUMENT ADMINISTRATIVE CHANGES DESCRIPTION:

An administrative modification to the Unified Planning Work Program (UPWP) was processed to reflect changes to the UPWP Budget identified in the UPWP document as Table 7. The overall budget of the UPWP has decreased due to items outlined in the OTO Budget Amendment #1. There are several tables in the UPWP that have been updated because of the UPWP Budget Amendment #1.

TABLE #1 (Consolidated Planning Grant PL Section) UPWP page 27

The Table 1 from the Board Adopted UPWP:

Consolidated Planning Grant PL			
Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
Task 1 – UPWP Program Administration and Coordination	\$267,663		
1.1 Direct Program Management			
1.1.1 Financial and Contract Management		OTO	Yes
1.1.2 Financial Audit		OTO	Yes
1.1.3 General Administration and Personnel		OTO	Yes
1.1.4 Electronic Support for OTO Operations		OTO	Yes
1.2 Unified Planning Work Program		OTO	No
1.3 OTO Staff Travel and Training		OTO	No
1.4 MPO Compliance and Certification		OTO	No
Task 2 – Planning Coordination and Outreach	\$293,767		
2.1 OTO Committee Support		OTO	No
2.1.1 Member Attendance at OTO Meetings		OTO	No
2.2 Local Government and Stakeholder Education and Outreach		OTO	No
2.3 Public Involvement		OTO	No
2.4 Civil Rights Compliance		OTO	No
Task 3 – Planning and Implementation	\$192,840		
3.1 Long Range Transportation Plan		OTO	Yes
3.2 Performance Measures		OTO	No
3.3 Congestion Management Process Implementation		OTO	No
3.4 Federal Functional Classification Maintenance and Updates		OTO	No
3.5 Freight Planning		OTO	No
3.6 Alternative Fuel and Air Quality Planning		OTO	No
3.7 Demographic and Geographic Data Management		OTO	Yes
3.8 Support for Jurisdictions' Plans		OTO	No
Task 4 – Project Selection and Programming	\$112,848		
4.1 Project Programming		OTO	Yes
4.2 Federal Funds Tracking		OTO	No
4.3 STIP Prioritization and Scenarios		OTO	No
Task 5 – OTO Transit Planning	\$33,869		
5.1 Operational Planning		OTO	No
5.2 Transit Coordination Plan and Implementation		OTO	No
5.3 Program Management Plan Implementation		OTO	No
5.4 Data Collection and Analysis		OTO	No
5.5 Community Support		OTO	No
5.6 ADA/Title VI Appeal Process		OTO	No

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
Task 6 – Operations and Demand Management	\$28,526		
6.1 Traffic Incident Management Planning		OTO	No
6.2 Intelligent Transportation Systems Coordination		OTO	No
6.3 Intelligent Transportation Systems Architecture		OTO	No
6.4 Travel Sensing and Travel Time Services		OTO Springfield MoDOT	Yes
6.5 Coordinate Employer Outreach Activities		OTO Springfield	No
6.6 Collect & Analyze Data to Determine Potential Demand		OTO	No
6.7 Van Pool Program		OTO	No
Task 7 – MoDOT Studies and Data Collection	\$60,000		
7.1 MoDOT Transportation Studies and Data Collection		MoDOT SW	No
TOTAL	\$989,513		

FY 2025 UPWP Administrative Modification #1 Table 1:

Consolidated Planning Grant PL

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
Task 1 – UPWP Program Administration and Coordination	\$259,700		
1.1 Direct Program Management			Yes
1.1.1 Financial and Contract Management		OTO	Yes
1.1.2 Financial Audit		OTO	Yes
1.1.3 General Administration and Personnel		OTO	Yes
1.1.4 Electronic Support for OTO Operations		OTO	Yes
1.2 Unified Planning Work Program		OTO	No
1.3 OTO Staff Travel and Training		OTO	No
1.4 MPO Compliance and Certification		OTO	No
Task 2 – Planning Coordination and Outreach	\$285,804		
2.1 OTO Committee Support		OTO	No
2.1.1 Member Attendance at OTO Meetings		OTO	No
2.2 Local Government and Stakeholder Education and Outreach		OTO	No
2.3 Public Involvement		OTO	No
2.4 Civil Rights Compliance		OTO	No
Task 3 – Planning and Implementation	\$192,840		
3.1 Long Range Transportation Plan		OTO	Yes
3.2 Performance Measures		OTO	No
3.3 Congestion Management Process Implementation		OTO	No
3.4 Federal Functional Classification Maintenance and Updates		OTO	No
3.5 Freight Planning		OTO	No
3.6 Alternative Fuel and Air Quality Planning		OTO	No
3.7 Demographic and Geographic Data Management		OTO	Yes
3.8 Support for Jurisdictions' Plans		OTO	No
Task 4 – Project Selection and Programming	\$112,848		
4.1 Project Programming		OTO	Yes
4.2 Federal Funds Tracking		OTO	No
4.3 STIP Prioritization and Scenarios		OTO	No
Task 5 – OTO Transit Planning	\$33,869		
5.1 Operational Planning		OTO	No
5.2 Transit Coordination Plan and Implementation		OTO	No
5.3 Program Management Plan Implementation		OTO	No
5.4 Data Collection and Analysis		OTO	No
5.5 Community Support		OTO	No
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Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
Task 6 – Operations and Demand Management	\$28,526		
6.1 Traffic Incident Management Planning		OTO	No
6.2 Intelligent Transportation Systems Coordination		OTO	No
6.3 Intelligent Transportation Systems Architecture		OTO	No
6.4 Travel Sensing and Travel Time Services		OTO Springfield MoDOT	Yes
6.5 Coordinate Employer Outreach Activities		OTO Springfield	No
6.6 Collect & Analyze Data to Determine Potential Demand		OTO	No
6.7 Van Pool Program		OTO	No
Task 7 – MoDOT Studies and Data Collection	\$60,000		
7.1 MoDOT Transportation Studies and Data Collection		MoDOT SW	No
TOTAL	\$973,587		

Table #2 Funding Totals UPWP page 30

Table 2 from the Board Adopted UPWP:

Table 2

Funding Totals

Task	Local Funding			Federal Funding					Total	Percent (%)
	Local Match 16.6114%	City Utilities	In-Kind 2.0259%	CPG 65.2121%	STBG 18.2127%	Complete Streets and 2.5% Set Aside Safe & Access Trans	SS4A Discretionary Grant	5307		
1	\$ 44,463	\$ -	\$ -	\$ 223,200	\$ -	\$ -	\$ -	\$ -	\$ 267,663	18.08%
2	\$ 18,799	\$ -	\$ 30,000	\$ 244,968	\$ -	\$ -	\$ -	\$ -	\$ 293,767	10.90%
3	\$ 32,033	\$ -	\$ -	\$ 160,807	\$ -	\$ -	\$ -	\$ -	\$ 192,840	7.16%
4	\$ 18,746	\$ -	\$ -	\$ 94,102	\$ -	\$ -	\$ -	\$ -	\$ 112,848	4.19%
5	\$ 5,626	\$ -	\$ -	\$ 28,243	\$ -	\$ -	\$ -	\$ -	\$ 33,869	1.26%
6	\$ 4,739	\$ -	\$ -	\$ 23,787	\$ -	\$ -	\$ -	\$ -	\$ 28,526	1.06%
8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,269	\$ -	\$ -	\$ 79,269	2.94%
9	\$ 77,901	\$ -	\$ -	\$ 138,858	\$ 255,256	\$ -	\$ -	\$ -	\$ 472,015	17.52%
Total	\$ 202,306	\$ -	\$ 30,000	\$ 913,966	\$ 255,256	\$ 79,269	\$ -	\$ -	\$ 1,480,797	
Total of CPG/STBG Expenses									\$ 1,480,797	63.11%
7	Value of MoDOT "Direct Cost"								\$ 60,000	
Total of CPG/STBG Work Program									\$ 1,540,797	
10	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,000	\$ 210,000	
11	\$ 40,353	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 161,412	\$ -	\$ 201,765	
Totals	\$ 40,353	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 161,412	\$ 168,000		
Total of Transportation Planning Work									\$ 1,952,562	

FY 2025 UPWP Administrative Modification #1 Table 2:

Task	Local Funding			Federal Funding						Total	Percent (%)
	Local Match 16.6114%	City Utilities	In-Kind 2.0259%	CPG 65.2121%	STBG 18.2127%	FTA Complete Streets	2.5% Set Aside Safe & Access Trans	SS4A Discretionary Grant	5307		
1	\$ 43,140	\$ -	\$ -	\$ 216,560	\$ -		\$ -	\$ -	\$ -	\$ 259,700	17.73%
2	\$ 17,476	\$ -	\$ 30,000	\$ 238,328	\$ -		\$ -	\$ -	\$ -	\$ 285,804	10.70%
3	\$ 32,033	\$ -	\$ -	\$ 160,807	\$ -		\$ -	\$ -	\$ -	\$ 192,840	7.22%
4	\$ 18,746	\$ -	\$ -	\$ 94,102	\$ -		\$ -	\$ -	\$ -	\$ 112,848	4.23%
5	\$ 5,626	\$ -	\$ -	\$ 28,243	\$ -		\$ -	\$ -	\$ -	\$ 33,869	1.27%
6	\$ 4,739	\$ -	\$ -	\$ 23,787	\$ -		\$ -	\$ -	\$ -	\$ 28,526	1.07%
8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,962	\$ 15,307	\$ -	\$ -	\$ 79,269	2.97%
9	\$ 77,901	\$ -	\$ -	\$ 138,858	\$ 255,256		\$ -	\$ -	\$ -	\$ 472,015	17.68%
Total	\$ 199,661	\$ -	\$ 30,000	\$ 900,685	\$ 255,256	\$ 63,962	\$ 15,307	\$ -	\$ -	\$ 1,464,871	
Total of CPG/STBG Expenses										\$ 1,464,871	62.87%
7	Value of MoDOT "Direct Cost"									\$ 60,000	
Total of CPG/STBG Work Program										\$ 1,524,871	
10	\$ -	\$ 42,000	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 168,000	\$ 210,000	
11	\$ 40,353	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 161,412	\$ -	\$ 201,765	
Totals	\$ 40,353	\$ 42,000	\$ -	\$ -	\$ -		\$ -	\$ 161,412	\$ 168,000		
Total of Transportation Planning Work										\$ 1,936,636	

Table #4 CPG/STBG Eligible Funding FY 2025 UPWP page 31

The original version of Table 4 from the Board Adopted FY 2025 UPWP:

Total Value of OTO/Springfield Metropolitan Transportation Planning Work Tasks 1-6 & 9	\$ 1,401,528
Plus Value of Task 7 MoDOT Direct Costs Credit	\$ 60,000
Total Value of OTO/Springfield Metropolitan Transportation Planning Work	\$ 1,461,528
Federal Pro-Rata Share	80%
Federal CPG & STBG Funding Eligible	\$ 1,169,222
Federal CPG 2.5% Set Aside and Complete Streets	\$ 79,269
Federal Pro-Rata Share	100%
Additional Federal 2.5% Set Aside CPG Funding Eligible	\$ 79,269.00

FY 2025 UPWP Administrative Modification #1 Table 4:

Total Value of OTO/Springfield Metropolitan Transportation Planning Work Tasks 1-6 & 9	\$ 1,385,602
Plus Value of Task 7 MoDOT Direct Costs Credit	\$ 60,000
Total Value of OTO/Springfield Metropolitan Transportation Planning Work	\$ 1,445,602
Federal Pro-Rata Share	80%
Federal CPG & STBG Funding Eligible	\$ 1,156,482
Federal CPG 2.5% Set Aside and Complete Streets	\$ 79,269
Federal Pro-Rata Share	100%
Additional Federal 2.5% Set Aside CPG Funding Eligible	\$ 79,269.00

Table #5 Budgeted Revenue for Actual CPG/STBG Costs FY 2025 UPWP page 31

Table 5 from the Board Adopted FY 2025 UPWP:

Budgeted Revenue for Actual Costs FY 2025

Ozarks Transportation Organization Revenue		Total Amount Budgeted
Federal CPG Funding Eligible	\$	913,966
Federal CPG 2.5% Set Aside & Complete Streets (added in CPG revenue line)	\$	79,269
Total CPG Revenue	\$	993,235
Surface Transportation Block Grant	\$	255,256
Local Match to be Provided	\$	202,306
Value of In-Kind Match	\$	30,000
MoDOT Direct Costs	\$	60,000
Total OTO Revenue	\$	1,540,797

FY 2025 UPWP Administrative Modification #1 Table 5:

Budgeted Revenue for Actual Costs FY 2025

Ozarks Transportation Organization Revenue		Total Amount Budgeted
Federal CPG Funding Eligible	\$	901,226
Federal CPG 2.5% Set Aside & Complete Streets (added in CPG revenue line)	\$	79,269
Total CPG Revenue	\$	980,495
Surface Transportation Block Grant	\$	255,256
Local Match to be Provided	\$	199,120
Value of In-Kind Match	\$	30,000
MoDOT Direct Costs	\$	60,000
Total OTO Revenue	\$	1,524,871

There are no changes to the UPWP Scope as a result of this administrative modification.