



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Board of Directors

FROM: Grace Gallucci, Executive Director

DATE: March 6, 2015

RE: **Resolution 2015-020: Fiscal Year 2015 Overall Work Program and Budget Amendment**

ACTION REQUESTED

The Board of Directors is asked to approve this amendment for submission to ODOT and federal agencies.

PREVIOUS ACTION

In February this item was presented to the Finance and Audit Committee for action. The absence of a quorum prevented the Finance and Audit Committee from approving the item, although there was no objection expressed. The Executive Committee reviewed and recommended this item for Board approval.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

NOACA staff recently completed their quarterly review of progress on the FY 2015 work program and budget, and it's been estimated that some adjustments will be required among 10 of 32 Overall Work Program projects to ensure that we end the fiscal year with each work program project line item within its prescribed budget. These adjustments are mainly due to staff attrition, some delays in new hires and project scope changes. Projects affected include:

Project Number	Project Name	Original Budget	Amended Budget	Increase/ (Decrease)
602.0	Transportation Improvement Program	\$476,149	\$370,553	(105,596)
602.1	Programming Division Management	\$187,404	\$208,000	20,596
605.6/ 605.7	Transportation Asset Management*	\$572,508	\$1,172,508	600,000
615.3	Transportation Forecasting & Modeling	\$298,000	\$175,485	(122,515)
615.4	Demographic & Socioeconomic Forecasting	\$57,855	\$85,000	27,145
615.7	Research and Analysis Management	\$205,272	\$230,000	24,728
615.8	Research and Analysis	\$319,358	\$380,000	60,642
625.2	Communications and Public Involvement	\$465,965	\$505,965	40,000
695.0	Work Program Development/ Compliance	\$128,487	\$298,487	170,000
695.1	Planning and Operations Management	\$279,870	\$164,870	(115,000)
	Subtotals	\$2,990,868	\$3,590,868	\$600,000
	All other Overall Work Program Line Items	\$4,627,663	\$4,627,663	\$0
	Totals for Projects Listed	\$7,618,531	\$8,218,531	\$600,000

** The Transportation Asset Management project budget grew by \$600,000 because NOACA recently received a grant for that work in that amount. This also increased the overall budget by that amount. However, only \$300,000 of that grant will be spent in this fiscal year. The remaining amount will be spent in FY 2016.*

NOACA recently received an Accelerated Innovation Deployment (AID) grant to help expand and implement the agency's Transportation Asset Management efforts. With the exception of this \$600,000 AID grant, this Overall Work Program and Budget amendment simply shifts \$343,111 in funding among existing work program projects and does not increase the overall budget. Therefore, this amendment takes the FY 2015 budget from \$7.6 million to \$8.2 million.

The amendment also adds several new or expanded tasks to the Transportation Asset Management project to be paid for with the \$600,000 AID grant. These include:

- Asset register with all available asset inventory and condition data
- Technical memorandum covering bridge, transit, and other asset needs
- Comprehensive evaluation of Pavement Management System (PMS) software
- PMS software, loaded with latest available data and optimized for scenario analysis
- Gap Assessment Workshop showing predicted traffic growth and demand, and illustrating the performance gap between existing and future conditions
- Risk workshop defining key risks associated with the implementation of the Transportation Asset Management Program (TAMP)
- Project management plan
- Additional data collection

Financial information for fiscal year 2015, including cash position and dues received, is available on the agency's [website](#).

FINANCIAL IMPACT

Because NOACA received a grant for Asset Management, there is a \$600,000 financial benefit to the agency. The AID grant takes the overall budget from \$7.6 million to \$8.2 million. All other changes in this amendment are budget neutral.

CONCLUSION/NEXT STEPS

With Board approval, the amended 2015 OWP and Budget will be forwarded to ODOT and appropriate federal agencies.

GG/jg/6876c

Exhibit I

NOACA Resolution No. 2015-020

Fiscal Year 2015 Overall Work Program and Budget Amendment

Resolution No 2015-019 adjusts line item budgets among 10 of 32 Overall Work Program projects to ensure that we end the fiscal year with each work program project line item within its prescribed budget. These adjustments are mainly due to staff attrition, some delays in new hires and project scope changes.

NOACA recently received an Accelerated Innovation Deployment (AID) grant to help expand and implement the agency's Transportation Asset Management efforts. With the exception of this \$600,000 AID grant, this Overall Work Program and Budget amendment simply shifts funding among individual work program projects and does not increase the overall budget. Therefore, this amendment takes the FY 2015 budget from \$7.6 million to \$8.2 million.

Projects affected include:

Project Number	Project Name	Original Budget	Amended Budget	Increase/ (Decrease)
602.0	Transportation Improvement Program	\$476,149	\$370,553	(105,596)
602.1	Programming Division Management	\$187,404	\$208,000	20,596
605.6/ 605.7	Transportation Asset Management*	\$572,508	\$1,172,508	600,000
615.3	Transportation Forecasting & Modeling	\$298,000	\$175,485	(122,515)
615.4	Demographic & Socioeconomic Forecasting	\$57,855	\$85,000	27,145
615.7	Research and Analysis Management	\$205,272	\$230,000	24,728
615.8	Research and Analysis	\$319,358	\$380,000	60,642
625.2	Communications and Public Involvement	\$465,965	\$505,965	40,000
695.0	Work Program Development/ Compliance	\$128,487	\$298,487	170,000
695.1	Planning and Operations Management	\$279,870	\$164,870	(115,000)
	Subtotals	\$2,990,868	\$3,590,868	\$600,000
	All other Overall Work Program Line Items	\$4,627,663	\$4,627,663	\$0
	Totals for Projects Listed	\$7,618,531	\$8,218,531	\$600,000

* The Transportation Asset Management project budget grew by \$600,000 because NOACA recently received a grant for that work in that amount. This also increased the overall budget by that amount. However, only \$300,000 of that grant will be spent in this fiscal year. The remaining amount will be spent in FY 2016.

FY 2015 Proposed OWP/Budget Amendment
--

<u>FUNDING SOURCE</u>	FY 2015 Original Budget	ODOT FUNDING ADJUSTMENT	PROPOSED REVISION	FY 2015 Revised Budget
Local	173,394			173,394
Air Quality	160,422			160,422
604B	55,250			55,250
State Biennium	98,849			98,849
Local WQ	226,532			226,532
FTA NF	150,183			150,183
OCPG:				
6020	476,149		-105,596	370,553
6021	187,404		20,596	208,000
6022	113,980			113,980
6050	72,279			72,279
6051	55,738			55,738
6053	59,393			59,393
6054	340,194			340,194
6055	250,752			250,752
6056	572,508			572,508
6103	76,833			76,833
6152	142,684			142,684
6153	298,000		-122,515	175,485
6154	57,855		27,145	85,000
6155	200,555			200,555
6157	205,272		24,728	230,000
6158	319,358		60,642	380,000
6159	96,117			96,117
6250	157,200			157,200
6251	283,009			283,009
6252	465,965		40,000	505,965
6253	214,225			214,225
6950	128,487		170,000	298,487
6951	316,446	-20,328	-115,000	181,118
Formula Correction	16,248	-16,248		0
TOTAL OCPG	5,106,651	-36,576		5,070,075
Mobility Management	102,246			102,246
TLCI	1,452,799			1,452,799
Safety Analysis/INVEST		44,000		44,000
Agency Outreach (Rideshare)	45,494			45,494
Brunswick	39,287			39,287
TOTAL	7,611,107	7,424	0	7,618,531
AID Grant			600,000	600,000
TOTAL	7,611,107	7,424	600,000	8,218,531

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY
 FISCAL YEAR 2015 OVERALL WORK PROGRAM
 BY FUNDING SOURCE AND COST CATEGORY

3/1/2014
 Revised 2/1/2015
 Proposed Revisions

STAFF HOURS	WORK DESCRIPTION	OCPG	ODOT	LOCAL	FTA	EPA	FEDERAL	LOCAL	FEDERAL	STATE	MISC	LOCAL	TOTAL	CONSULTANT/ PASS-THROUGH	OTHER DIRECT
	100 LOCAL FUNDED PROJECTS														
	1000 LOCAL												173,394		
	DIRECT LABOR											0	0		
	FRINGE											0	0		
	OTHER DIRECT											173,394	173,394		
	INDIRECT											0	0		
	SUB-TOTAL											173,394	173,394		
	101 AIR QUALITY PLANNING - CMAQ														
2,492	1011 AIR QUAL PLANNING												160,422		
	DIRECT LABOR											128,337	128,337		
	FRINGE											55,722	55,722		
	OTHER DIRECT											30,497	30,497		
	INDIRECT											0	0		
	SUB-TOTAL											128,337	160,422		
	102 WATER QUALITY ENVIRONMENTAL - 604 (b)														
2,510	1021 LOCAL ENVIRONMENTAL												226,532		1,500
	DIRECT LABOR											226,532	226,532		
	FRINGE											97,706	97,706		
	OTHER DIRECT											53,474	53,474		
	INDIRECT											1,500	1,500		
	SUB-TOTAL											226,532	226,532		1,500
641	1022 WATERSHED GROUP COORDINATION												55,250		
	DIRECT LABOR											55,250	55,250		
	FRINGE											23,989	23,989		
	OTHER DIRECT											13,129	13,129		
	INDIRECT											0	0		
	SUB-TOTAL											18,132	18,132		
	102 WATER QUALITY ENVIRONMENTAL - (Misc.)														
1,121	1023 WQ OEPA STATE BIENNUM												98,849		
	DIRECT LABOR											98,849	98,849		
	FRINGE											42,919	42,919		
	OTHER DIRECT											23,490	23,490		
	INDIRECT											0	0		
	SUB-TOTAL											32,441	32,441		
	TOTAL 100 CATEGORIES FY 2015												234,267		
	DIRECT LABOR											0	97,706		
	FRINGE											0	53,474		
	OTHER DIRECT											0	174,894		
	INDIRECT											0	73,852		
	SUB-TOTAL											0	399,526	55,000	119,894

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY
FISCAL YEAR 2015 OVERALL WORK PROGRAM
BY FUNDING SOURCE AND COST CATEGORY

STAFF HOURS	WORK DESCRIPTION	OCPG	ODOT	LOCAL	FTA	EPA	FEDERAL	LOCAL	FED/STATE PLANNING	STATE	MISC	LOCAL	TOTAL	CONSULTANT/ PASS-THROUGH	OTHER DIRECT
1,956	601 SHORT RANGE PLANNING				150,183								150,183		
	6015 SPECIALIZED TRANSPORTATION				51,328								51,328		
	FRINGE				28,092								28,092		
	OTHER DIRECT				31,967								31,967		
	INDIRECT				38,797								38,797		
	SUB-TOTAL				150,183								150,183	30,920	1,047
6,230	602 CONTINUING PLANNING-TIP - CIO 2014 & FY 2015												370,553		
1,424	6020 TRANS. IMPROV. PROGRAM	296,442	37,055	37,055									208,000		
	6021 PROGRAMMING DIV MGMT	166,400	20,800	20,800									113,980		
	6022 PPR/INTERGOV REVIEW	91,184	11,398	11,398									293,536		
	DIRECT LABOR	234,829	29,354	29,354									160,652		
	FRINGE	128,522	16,065	16,065									96,473		
	OTHER DIRECT	13,178	1,647	1,647									25,181		
	INDIRECT	177,497	22,187	22,187									692,532		
	SUB-TOTAL	554,026	69,253	69,253									208,000	10,000	6,473
979	605 CONTINUING PLANNING-SRVLLNCE - CIO 2014 & FY 2015												72,279		
712	6050 SUB-REGIONAL CORRIDOR TP	57,823	7,228	7,228									55,738		
890	6051 TRANSIT AND COMMUTER RAJ	44,590	5,574	5,574									59,393		
3,026	6054 INTERMODAL FREIGHT PLAN	47,514	5,939	5,939									340,194		
2,492	6055 PLANNING DIVISION MGMT	272,155	34,019	34,019									250,752		
1,602	6056 COORDINATED TRANSPORTA	200,602	25,075	25,075									572,508	50,000	22,272
	6056 TRANSASSET MANAGEMENT	488,006	57,251	57,251									370,456	425,000	375
	DIRECT LABOR	286,355	37,046	37,046									202,751		
	FRINGE	162,200	20,275	20,275									497,547		
	OTHER DIRECT	398,118	49,765	49,765									280,011		
	INDIRECT	224,009	28,001	28,001									1,350,865		
	SUB-TOTAL	1,080,692	135,086	135,086									600,000	600,000	
	6057 ASSET MANAGEMENT PID 99667												0		
	DIRECT LABOR												0		
	FRINGE												0		
	OTHER DIRECT												0		
	INDIRECT												0		
	SUB-TOTAL												0		
1,869	605 CONTINUING PLANNING												102,246		
	6052 MOBILITY MANAGEMENT												44,394		
	DIRECT LABOR												24,297		
	FRINGE												0		
	OTHER DIRECT												33,555		
	INDIRECT												102,246		
	SUB-TOTAL												102,246		
1,157	610 CONT.PLAN.-REV. & REAP - CIO 2014 & FY 2015												76,833		1,600
	6103 BICYCLE & PED PLANNING	61,466	7,683	7,683									32,665		
	DIRECT LABOR	26,132	3,257	3,257									17,878		
	FRINGE	14,302	1,788	1,788									1,600		
	OTHER DIRECT	1,280	160	160									24,690		
	INDIRECT	19,752	2,469	2,469									76,833		
	SUB-TOTAL	61,466	7,683	7,683									76,833		1,600

* Of the \$600,000 grant, \$300,000 is projected to be spent during FY 15 and the balance in FY 16.

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY
FISCAL YEAR 2015 OVERALL WORK PROGRAM
BY FUNDING SOURCE AND COST CATEGORY

STAFF HOURS	WORK DESCRIPTION	OCPG	ODOT	LOCAL	FTA	EPA	FEDERAL	LOCAL	FED/STATE PLANNING	STATE	MISC	LOCAL	TOTAL	CONSULTANT/ PASS-THROUGH	OTHER DIRECT
1,869	615 CONT. PLAN. PROC. DEV. - C/O 2014 & FY 2015	114,147	14,268	14,268									142,684		46,600
3,560	6152 GIS DATA COLLECTION	140,388	17,549	17,549									175,485		10,000
890	6153 TRANS FORECASTING & MOD	68,000	8,500	8,500									85,000	10,000	
2,581	6154 DEMOGRAPHIC & SOCIO ECO	160,444	20,056	20,056									200,555	25,000	
1,780	6155 REGIONAL SAFETY PROGRAM	184,000	23,000	23,000									230,000		3,390
6,230	6157 RESEARCH & ANALYSIS MGMT	304,000	38,000	38,000									380,000	65,000	
1,602	6158 RESEARCH & ANALYSIS	76,894	9,612	9,612									96,117		2,266
	6159 TRANSP PLANNING APPL	398,613	49,827	49,827									498,266		
	FRINGE LABOR	218,161	27,270	27,270									272,701		
	OTHER DIRECT	129,805	16,226	16,226									162,256		
	INDIRECT	301,294	37,662	37,662									376,617		
	SUB-TOTAL	1,047,872	130,984	130,984									1,309,840		
1,246	625 SERVICE - C/O 2014 & FY 2015	125,760	15,720	15,720									157,200	69,926	0
3,026	6250 REGIONAL TRAFFIC COUNT	226,407	28,301	28,301									283,009	75,000	1,175
5,696	6251 TECH ASST & PROJ DEV	404,772	50,597	50,597									505,965	24,450	14,711
1,780	6252 COMM & PUBLIC INVOLV	171,380	21,423	21,423									214,225		
	6253 EXTERNAL RELATIONS MGMT	336,953	42,119	42,119									421,191		
	DIRECT LABOR	184,414	23,052	23,052									230,518		
	FRINGE	152,264	19,033	19,033									190,330		
	OTHER DIRECT	254,698	31,836	31,836									318,360		
	INDIRECT	928,319	116,040	116,040									1,160,399		
	SUB-TOTAL														
3,204	625 SERVICE (STP)						1,181,822	45,456			225,521		1,452,799	1,225,521	
	6254 TRANS FOR LIVABLE COMM * (PID 84339)						78,945	19,736					98,681		
	DIRECT LABOR						43,206	10,802					54,008		
	FRINGE						1,000,000	0					1,225,521		
	OTHER DIRECT						59,671	14,918					74,589		
	INDIRECT						1,181,822	45,456			225,521		1,452,799		
	SUB-TOTAL														
	625 SERVICE								17,000	10,000		17,000	44,000	27,000	
	6259 SAFETY PLANNING GRANT ADMINISTRATION (INVEST PROGRAM) * (PID 98185 & 98062)								0	0		17,000	7,380		
	DIRECT LABOR								0	0		4,040	4,040		
	FRINGE								0	0		0	0		
	OTHER DIRECT								17,000	10,000		5,580	27,000		
	INDIRECT								0	0		0	0		
	SUB-TOTAL								17,000	10,000		17,000	44,000		

* Contingent on Board approval. Multiyear program.
** Local match provided by participating communities.

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY
FISCAL YEAR 2015 OVERALL WORK PROGRAM
BY FUNDING SOURCE AND COST CATEGORY

STAFF HOURS	WORK DESCRIPTION	OCPG	ODOT	LOCAL	FTA	EPA	FEDERAL	LOCAL	FED/STATE PLANNING	STATE	MISC	LOCAL	TOTAL	CONSULTANT/ PASS-THROUGH	OTHER DIRECT	
623	667 RIDESHARE (CMAQ) 6671 AGENCY OUTREACH (PID 84334 C/O) DIRECT LABOR FRINGE OTHER DIRECT INDIRECT SUB-TOTAL						45,494 15,411 8,434 10,000 11,648 45,494							45,494 15,411 8,434 10,000 11,648 45,494	10,000	
445	674 TRANSIT EXCLUSIVE 6741 BRUNSWICK TRANSIT ALTERNATIVE DIRECT LABOR FRINGE OTHER DIRECT INDIRECT SUB-TOTAL										39,287 17,058 9,336 0 12,893 39,287		39,287 17,058 9,336 0 12,893 39,287			
2,581 3,293	695 PROGRAM SUPERVISION - CIO 2014 & FY 2015 6950 WORK PROG DEV & AGENCY 6951 PLANNING & OPER MGMT DIRECT LABOR FRINGE OTHER DIRECT INDIRECT SUB-TOTAL	238,790 144,894 164,679 90,129 4,402 124,474 383,684	29,849 18,112 20,585 11,266 550 16,559 47,961	29,849 18,112 20,585 11,266 550 16,559 47,961									298,487 181,118 205,849 112,661 5,503 155,592 479,605		5,503	
	TOTAL 600 CATEGORIES FY 2015 DIRECT LABOR FRINGE OTHER DIRECT INDIRECT SUB-TOTAL	1,457,570 797,728 699,047 1,101,713 4,056,059	182,196 99,716 87,381 137,714 507,007	182,196 99,716 87,381 137,714 507,007	51,328 28,092 31,967 38,797 150,183		94,356 51,641 1,610,000 171,319 1,827,316	19,736 10,802 0 14,918 45,456	0 0 17,000 0 17,000	0 0 10,000 0 10,000	61,452 33,633 225,521 46,449 367,055	7,380 4,040 0 5,580 17,000	2,056,215 1,125,367 2,768,297 1,554,204 7,504,084	2,647,817	120,480	
	TOTAL ALL CATEGORIES FY 2015 DIRECT LABOR FRINGE OTHER DIRECT INDIRECT GRAND TOTAL	1,457,570 797,728 699,047 1,101,713 4,056,059	182,196 99,716 87,381 137,714 507,007	182,196 99,716 87,381 137,714 507,007	51,328 28,092 31,967 38,797 150,183		150,078 82,138 1,610,000 113,436 1,965,664	33,667 18,426 25,447 77,540	0 0 17,000 0 17,000	0 0 10,000 0 10,000	61,452 33,633 225,521 46,449 367,055	105,086 57,514 174,994 79,432 416,926	2,290,482 1,253,582 2,943,191 1,731,276 8,218,531	2,702,817	240,374	

*** Of total reflected in funding tables (\$5,070,073) an estimated \$1,165,658 of FY 2014 carryforward and estimated \$3,904,415 in FY 2015 funding will be expended.

Est. FY 2014 carryforward \$1,165,658
Est. FY 2015 OCPG funding 3,904,415
Total FY 2015 funding tables \$5,070,073

Funding mark FY 2015 \$3,904,415
Est. FY 2015 expenditures 3,904,415
FY 2015 estimated carryforward \$0

**RESOLUTION NO. 2015-020
(FY 2015 OWP AND
BUDGET AMENDMENT)**

**RESOLUTION OF THE GOVERNING BOARD
OF THE
NORTHEAST OHIO AREA WIDE COORDINATING AGENCY (NOACA)**

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain and Medina, and the areawide water quality management agency for the same region; and

WHEREAS, on April 11, 2014 the NOACA Board of Directors approved Resolution number 2014-015, the Fiscal Year 2015 Overall Work Program (OWP) and Budget, to plan and budget for staff work and planning activities performed on behalf of the agency; and

WHEREAS, the NOACA Board of Directors recognizes that budgets must sometimes be adjusted to reflect operational realities with regard to budgets, staffing and work program content; and

WHEREAS, NOACA has successfully applied for a \$600,000 Accelerated Infrastructure Deployment (AID) grant to fund transportation asset management activities, and the Ohio Department of Transportation has requested a FY 2015 Overall Work Program and Budget amendment to reflect that grant; and

WHEREAS, NOACA's successful application for a \$600,000 AID grant will increase the agency's Transportation Asset Management project budget by that amount; and

WHEREAS, NOACA staff has conducted its mid-year OWP and budget review, and proposed that nine other work program project budgets be adjusted in a manner that does not increase the overall FY 2015 budget; and

WHEREAS, staff has produced a revised draft budget that has been reviewed by this Board of Directors and appropriate committees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Northeast Ohio Areawide Coordinating Agency, consisting of forty-five principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

Section 1. The Executive Director is hereby authorized to amend the NOACA Fiscal Year 2015 OWP and Budget by shifting funding amounts within the nine work program projects as outlined in Exhibit 1, and by adding \$600,000 to the Transportation Asset Management project to reflect the successful application for an Accelerated Infrastructure Deployment (AID) grant.

Section 2. The Executive Director shall forward the modified Fiscal Year 2015 Overall Work Program and Budget to appropriate state and federal officials.

Certified to be a true copy of a Resolution of the Board of Directors of the Northeast Ohio Areawide Coordinating Agency adopted this 13th day of March 2015.

Secretary: 

Date Signed: 3-13-15