

UNIFIED WORK PROGRAM QUARTERLY REPORT FORM

Report for 1st Quarter, FY 2020

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CMAP

Planning		
Operational Area: Administration		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
ON TO 2050 Integration Coordination (2019.017)	Continued developing recommendations on incorporating inclusive growth into LTA planning processes, including the project initiation, initial public engagement, and existing conditions analysis phases. The ON TO 2050 integration team also prioritized the topic of climate resilience for further exploration this year.	
FY2020 Budget - Planning (2019.026)	New Department activity reports have been created and a new time tracking system implemented. Procurement processes for the FY2020 consultant contracts are underway. One of eight procurements have been completed.	
GCoM USA - Climate Action Plan / MMC (2019.039)	GCoM has given the project team approval to use the 2015 Chicago Regional Greenhouse Gas Emissions Inventory as the baseline for the climate action plan. Following this approval, CMAP and MMC hosted a project kickoff/GHG mitigation workshop, which was attended by approximately 70 representatives of municipalities, counties, state agencies, not-for-profit organizations, and academic institutions. The team is currently developing a work plan for completing a climate vulnerability and risk assessment, and working to identify potential funding sources for conducting additional analysis and facilitating implementation.	
FY2020 Intern Program, Planning (2020.010)	Helped Rebecca close out her internship and Meagan with her fellowship. Also helped Caitlin and Isabella transition to part-time.	
FY2020 Intern Program, Research (2020.011)	Closed out Summer Internship for two interns. Transitioned Roxanna and Kyle from full-time to part-time schedule.	
Item/Project Area	Quarter 2 Objectives	
ON TO 2050 Integration Coordination (2019.017)	For inclusive growth, examine the plan recommendations, later public engagement, and review and approval phases and write the draft inclusive growth guide for LTA project managers. For climate resilience, begin scoping the project.	
FY2020 Budget - Planning (2019.026)	Additional reporting capabilities from the time tracking system will be developed. One procurement will be completed and three more will begin.	
GCoM USA - Climate Action Plan / MMC (2019.039)	The project team will conduct a climate risk and vulnerability assessment and organize follow-up workshops with various stakeholders to identify strategies for climate change mitigation and adaptation. The project is set to be completed within one year.	
FY2020 Intern Program, Planning (2020.010)	Work with Agata to assess the planning and research intern programs and identify opportunities to coordinate.	

FY2020 Intern Program, Research (2020.011)	Continue assisting Roxanna and Kyle. Collaborate with Kate on possible adjustments and improvements for next round of the program. Draft job/internship description.	
Operational Area: Local Technical Assistance (LTA) Program		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Fall CMAP Events (2020.012)	Six events were planned for and held in fall 2019 to highlight CMAP's services, ON TO 2050 priorities, and the 2019 call for LTA and Community Planning projects. Events took place in Aurora, Calumet Park, Chicago, Elgin, Joliet and North Chicago and were well attended and well received.	
2019 Call for Projects (2020.016)	In conjunction with the RTA, a call for projects was opened on September 17 for the LTA and Community Planning programs. Major outreach was accomplished through a series of regional forum events highlighting various agency priority topics.	
Item/Project Area	Quarter 2 Objectives	
Fall CMAP Events (2020.012)	Two Events occurred in Quarter 1 (September - Aurora and Joliet), and 4 Events occurred in Quarter 2 (October - North Chicago, Calumet Park, Elgin, Chicago). In Quarter 2, staff will debrief to discuss lessons learned, and begin to think about if/when we will conduct a similar series of events.	
2019 Call for Projects (2020.016)	The call for projects closed on October 18, and staff received 81 applications from 70 different applicants. Quarter 2 will be spent evaluating the applications, with a goal to have a preliminary project group selected by the end of calendar year 2019. The evaluation includes an internal component consisting of CMAP staff from various departments, as well as an external component soliciting feedback from CMAP's working committees, technical assistance provider partners, transportation and transit agency partners, county planning directors, and the Departments of Housing, Planning, and Transportation in the City of Chicago.	
Operational Area: Local Capacity Building Program Administration		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Local Capacity Program (2018.009)	Staff continued development of program through Group 1 ESP activities and analysis of Group 2 candidate communities.	
Chicago Community Trust - Grant Application for Local Capacity Program (2018.010)	Partnership meeting was held at Metropolitan Planning Council on June 6 to discuss grant progress. Internal grant meetings held quarterly with CMAP grant team.	
MacArthur Foundation - Grant Application for Local Capacity Building (2018.011)	Internal grant team meetings held quarterly with grant team. Preparation of annual report to foundation.	
Leadership Academy (2019.007)	Staff initiated scoping for program development activities in Q1.	
Item/Project Area	Quarter 2 Objectives	

Local Capacity Program (2018.009)	Continue ongoing development through ESP Group 1 activities as well as engagement with stakeholders to determine recommended candidates for ESP Group 2. Ensure award reporting is completed for program funders.	
Chicago Community Trust - Grant Application for Local Capacity Program (2018.010)	Grant closes on November 1st. A final report will be provided to lead grantee, MMC, by mid-November.	
MacArthur Foundation - Grant Application for Local Capacity Building (2018.011)	Annual program and fiscal report due to foundation on 10/31/19.	
Leadership Academy (2019.007)	Finalize scope and initiate analysis and engagement activities.	
Operational Area: Planning Research		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Census Agency Administrator and Data Coordination (2010.013)	No activity in Q1.	
Regional Socioeconomic forecasting (2010.015)	Finalized critique of ON TO 2050 forecast process and scheduled a meeting (to be held in Q2) for interested/involved staff to discuss how we should move forward with forecasting for the ON TO 2050 Update and beyond.	
Northeastern Illinois Development Database (NDD / NIDD) Maintenance (2010.018)	Continued data updates. Trained Avery Goods on entry/update tools. Worked with David Clark on database modifications needed for land use modeling.	
Small Areas Estimates of Employment Database Maintenance (2010.019)	Data updates to 2015 file. Worked with IT on a new data security scheme and submitted it to IDES for approval.	
Mapping Innovations (2019.044)	Held a few conversations to decide on roles expected duties and possible deliverables. First work requested is reference maps for the LTA FY20 call for projects.	
Data Visualization Innovations / Application Development (2019.045)	Developed version 1 of the TIP Atlas, a GIS-based web mapping tool requested by the TIP team to generate a series of maps displaying TIP projects by legislative districts. Currently we have completed version 1, demoed the tool to the TIP team, and anticipate completing the tool this quarter.	
Internal Data Depot (2020.024)	Current quarter we have added 2 new datasets to the depot that include the Local Strategy Maps and Sidewalk Inventory. We have updated 5 exiting datasets that include the National Land Cover dataset (2004,08,13,16), McHenry Assessor, IRIS, CoStar, and CTA. Conducted data and information services survey.	
External Data-sharing Hub (2020.025)	Added 2 new datasets to the data hub that include the sidewalks inventory data and web services link and the ABM calibration/validation report data.	
Developments of Regional Importance (DRI) requests (2020.026)	Started reviewing the DRI process. No new large scale development to trigger a review has been reported to us.	

Land Use Inventory Maintenance (2020.027)	Intermediate-level classifications completed for Cook County; Lake County 75% complete. All other counties completed in earlier quarters.
Community Data Snapshots (2020.029)	Exploring the Census API as an input to the CDS process as we await the next release of the ACS.
Bike/pedestrian count database (2020.030)	No activity in Q1
Bikeways Inventory (BIS) Maintenance (2020.031)	Regional Greenways and Trails Plan features have been updated to reflect the latest IDOT letting.
Land Use Recommendations Inventory (2020.032)	No activity in Q1
Item/Project Area	Quarter 2 Objectives
Census Agency Administrator and Data Coordination (2010.013)	Help to develop presentation on CMAP's use of Census data for Census Ideas Exchange workshop.
Regional Socioeconomic forecasting (2010.015)	Hold forecast summit meeting and develop a strategy for upcoming forecast(s). Begin drafting scope for anticipated procurements.
Northeastern Illinois Development Database (NDD / NIDD) Maintenance (2010.018)	Continued maintenance. Work with Brittany Harkness to refine data entry and update tools. Re-start local review meetings now that summer is over.
Small Areas Estimates of Employment Database Maintenance (2010.019)	Obtain new data from IDES and start processing it.
Mapping Innovations (2019.044)	Continue to hold discussions on expected duties and deliverables. Complete any requested map products.
Data Visualization Innovations / Application Development (2019.045)	Begin the development process for a web-based NDD editing application.
Internal Data Depot (2020.024)	Continue to update and add relevant datasets to the depot as they becomes available. Review data suggestions from the survey as potential additions to the depot.
External Data-sharing Hub (2020.025)	Continue to update and add relevant datasets to the hub as they becomes available.
Developments of Regional Importance (DRI) requests (2020.026)	Continue reviewing the procedures and process as described in the Board approved DRI process.
Land Use Inventory Maintenance (2020.027)	Finish intermediate-level classification for Lake. Conduct QA on work to date. Draft approach for advanced-level (housing unit estimates) work.
Community Data Snapshots (2020.029)	Begin updating the CDS after Dec. release of the ACS.
Bike/pedestrian count database (2020.030)	Hold a discussion with Tom Murtha about incorporating additional survey data.
Bikeways Inventory (BIS) Maintenance (2020.031)	Work on project re-assignment and resume updates and activities.
Land Use Recommendations Inventory (2020.032)	Review workflow processes and implement improvements

Operational Area: Housing Planning		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Assessment of Fair Housing / Enterprise Community Partners FY2019 - FY2020 (2019.032)	Kickoff project as a subcontractor to Enterprise Community Partners. Attend team meetings. Process HUD required data. Gather and process locally provided data.	
Item/Project Area	Quarter 2 Objectives	
Assessment of Fair Housing / Enterprise Community Partners FY2019 - FY2020 (2019.032)	Gather additional local data. Process and map HUD and locally provided data. Draft existing conditions analysis documents. Other items requested by the prime contractor.	
Operational Area: Water Resources Planning (* Non-UWP Deliverable)		
Deliverable	Completion Timeline	Comment
Quarterly reports*	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Kane County: Mill Creek Watershed-based Plan (FY2017-2018 WQMP Grant) (2017.719)	Steering Committee meeting held Aug. 27. Final plan completed and transmitted to Illinois EPA for review on Sept. 30.	
Indian Creek Watershed-based Plan (FY2019-2020 WQMP Grant) (2019.034)	Staff reviewed and provided requested information and recommended edits for the draft intergovernmental agreement (IGA) with Illinois EPA.	
Water Supply Planning Fund for Northeastern Region (FY2019 - FY2020 IDNR Grant) (2019.035)	As part of the regional outreach efforts, staff have continued to present the findings of the regional water demand forecast, including two workshops as part of the Metropolitan Planning Council's Drinking Water 1-2-3 Academy. Staff are conducting a literature review of groundwater management models and supporting the Northwest Water Planning Alliance through strategic planning sessions and outreach efforts. The consultant contract for outreach efforts in Will County around water conservation was renewed.	
Integrated Water Strategy / Water Engagement Strategy (2019.041)	Produce briefing papers for IDNR, IEPA.	
Item/Project Area	Quarter 2 Objectives	
Kane County: Mill Creek Watershed-based Plan (FY2017-2018 WQMP Grant) (2017.719)	Incorporate comments received from SC members and Illinois EPA, finalize plan document, and send to Communications for their review.	
Indian Creek Watershed-based Plan (FY2019-2020 WQMP Grant) (2019.034)	Following additional staff review and comments, a fully executed IGA is expected in early November. Staff will then begin project planning.	

Water Supply Planning Fund for Northeastern Region (FY2019 - FY2020 IDNR Grant) (2019.035)	Staff will finish the literature review of groundwater management models, launch water supply planning components for two Local Technical Assistance plans, and create a policy update on water loss. Staff will finalize the NWP strategic plan and continue outreach efforts. Will county support will include presentations and meeting with groups in the area.	
Integrated Water Strategy / Water Engagement Strategy (2019.041)	Continue conversations with agencies about future water related work.	
Project: Local Technical Assistance (LTA) 2017 Project Group (2017.014)		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation. Deliverable(s): Key recommendations memo (2017.700); Draft Existing Conditions Report (2017.702); Re-Imagine Channahon Comprehensive Plan draft August 2019 (2017.707); Rt. 83 Corridor Land Use Plan - Recommendations Memo (2017.711); Draft and Final Study reports. (2017.713); Final draft scope of work. (2017.717); Unified Development Ordinance Module 1. (2017.725); Existing Conditions Report (2017.727); and Belmont Cragin Avenues for Growth - August 2019 (2017.728)
Item/Project Area	Quarter 1 Progress	
Algonquin and Cary: Subarea Plan (2017.700)	Staff conducted outreach at community events and drafted and revised the key recommendations memo based on feedback from the Villages and steering committee. The consultant finalized the market analysis report.	
Beach Park: Northern Lakeshore Trail Connectivity Plan NLTC (IDNR Grant) (2017.702)	Quarter 1 -- Conducted stakeholder interviews, launched online interactive map, carried out ongoing outreach and engagement activities, and prepared ECR. Public workshop held in Sept. Initial draft of Complete Streets model policy prepared.	
Beecher: Comprehensive/Land Use Plan (2017.703)	A public hearing was held on September 26 to present the Draft Comprehensive Plan. The Village Board adopted the Beecher Comprehensive Plan on October 15.	
Calumet Park: Comprehensive Plan / CDBG Stormwater Plan (2017.705)	Phase I and II public outreach and community visioning events were completed by consultant in Q1, assisted by Staff.	
Carol Stream: Zoning Code Update (2017.706)	Houseal Lavigne Associates completed work on district specific standards.	
Channahon: Comprehensive Plan Update (2017.707)	Consultant produced the draft plan. CMAP and Channahon reviewed and provided comments on the draft plan. Because of consultant delays in producing the draft plan and the amount of edits required by the draft plan, CMAP extended the consultant's contract until December 31, 2019.	
Chicago: Coalition for a Better Chinese American Community (CBCAC) Parking Study (2017.709)	Staff is currently drafting the Parking Management Plan. A draft should be ready for stakeholders and steering committee members to review in November.	

DuPage County: IL-83 Corridor Land Use Study (2017.711)	Staff is reviewing the draft Recommendations Memo, which will be sent to the Steering Committee and stakeholders in early November.
Far South Community Development Corporation: Existing Conditions Report (2017.712)	Draft existing conditions report is complete; currently being laid out in InDesign by LTA InDesign team and Communications staff.
Forest Preserve District of Cook County: River Trail Feasibility Study (2017.713)	Continued collection of public input through online survey and interactive mapping tool; Key Rec Memo prepared; Draft Study Report prepared.
Justice: I&M State Trail Extension Feasibility Study (2017.717)	Open House held to present draft report; refined/incorporated all comments and finalized draft corridor report.
Kane County Innovative Land Use Strategy (2017.718)	Finalized the scope of work, compiled a list of stakeholders to invite to the advisory committee and to the project's workshops. Worked with Kane County to complete the resolution and MOU to initiate the project. Researched transfer of benefits programs and frameworks from around the country.
Matteson: Streetscape Improvement Plan (2017.720)	Completed the Existing Conditions Report (ECR). Consultant held focus group interviews with community stakeholders on the afternoon of August 28 and met with the steering committee later that evening to review the draft ECR. On September 19, the consultant team held a public workshop with community residents, stakeholders, and business leaders to determine priorities for improvements along each of the corridors.
McHenry County: Coordinated Investment Study (2017.723)	Continued interviews and research on best practices and collecting data and information from local governments. Continued outreach to special districts to build buy-in. Worked with advisory committee to plan a series of focus group workshops with staff and officials.
McKinley Park: Neighborhood Plan (2017.724)	Completed Recommendations Memo and forwarded to DPD, CDOT, CTA, County DOT, and MPC for review. Discussed recommendations with the Steering Committee on September 24. Held an ETOD panel with community residents on September 18, and a public workshop on October 16 to gather input from residents on the draft recommendations.
Montgomery: Zoning Ordinance Update (2017.725)	CMAAP staff sent the Village Module 1 of 3, covering UDO administration.
North Avenue Corridor Plan (2017.726)	Drafting final plan and working with CDOT to incorporate the findings from their traffic safety and mobility study.
Northwest Municipal Conference (NWMC) Multimodal Transportation Plan (2017.727)	The existing conditions report has been posted to the project website and the consultant is developing concept designs for improved crossings at two locations, incorporating more information from Metra for station access, and making plans for public engagement to present the recommendations.
The Northwest Side Housing Center (NWSHC): Belmont Cragin Business and Economic Development Plan (2017.728)	Consultant produced the final plan and that document was accepted by CMAAP and Northwest Side Housing Center.

Robbins: Stormwater, TOD, and Clean Energy Plan (2017.730)	Completed Recommendations Memo and forwarded to Village for review. Discussed Recommendations with Village Administration and proceeding on writing draft plan.
Summit: Zoning Code Update (2017.734)	Duncan Associates continued work on drafting the Zoning Ordinance.
Item/Project Area	Quarter 2 Objectives
Algonquin and Cary: Subarea Plan (2017.700)	Staff will draft the plan for review by the Villages and steering committee. A consultant will be contracted to develop renderings for the plan.
Beach Park: Northern Lakeshore Trail Connectivity Plan NLTC (IDNR Grant) (2017.702)	Quarter 2 -- Finalize ECR, convene SC for 2nd meeting (Oct.), continue ongoing outreach and engagement (online and at events / focus group meetings), draft Key Rec Memo, refined Complete Streets model policy and begin to customize for individual communities.
Beecher: Comprehensive/Land Use Plan (2017.703)	Close out project.
Calumet Park: Comprehensive Plan / CDBG Stormwater Plan (2017.705)	Ensure finalization of Vision and Goals Statement and Key Recommendations by Consultant.
Carol Stream: Zoning Code Update (2017.706)	Houseal Lavigne Associates to complete work on regulations related to uses, use standards, and signs.
Channahon: Comprehensive Plan Update (2017.707)	Consultant to produce the final plan. Channahon to adopt the final plan. Process final invoice and closeout project.
Chicago: Coalition for a Better Chinese American Community (CBCAC) Parking Study (2017.709)	Complete draft of overall Plan and submit to Steering Committee for initial review.
DuPage County: IL-83 Corridor Land Use Study (2017.711)	Attend Steering Committee meeting, discuss the recommendations memo.
Far South Community Development Corporation: Existing Conditions Report (2017.712)	Finalize InDesign version of existing conditions report; wrap up project.
Forest Preserve District of Cook County: River Trail Feasibility Study (2017.713)	Coordinate review of draft study report; finalize draft study report; convene Steering Committee for meeting on report and next steps; continue ongoing conversation/coordination for advancing preferred alternative to Phase 1 engineering.
Justice: I&M State Trail Extension Feasibility Study (2017.717)	Close out of project, with potential residual work on adoption/implementation, including, potentially, presentations to community boards and discussion of implementation actions.
Kane County Innovative Land Use Strategy (2017.718)	Conduct external kickoff with community partner and select a project advisory committee. Work with advisory committee to plan first workshop/convening. Continue research into successful models from outside the region.
Matteson: Streetscape Improvement Plan (2017.720)	Review the draft Vision, Goals, and Recommendations memo.
McHenry County: Coordinated Investment Study (2017.723)	Conduct focus group workshops with staff and officials to advance engagement and research. Continue summarizing findings of assessment phase through a series of memos. Begin developing recommendations memo.

McKinley Park: Neighborhood Plan (2017.724)	Complete draft neighborhood plan.	
Montgomery: Zoning Ordinance Update (2017.725)	Discuss Module 1 with Village staff. Send staff Modules 2 and 3.	
North Avenue Corridor Plan (2017.726)	Present draft plan to project sponsors in order to move toward formal adoption by the Village of Oak Park, the 29th Ward's Economic Development Committee, and The North Avenue District's board.	
Northwest Municipal Conference (NWMC) Multimodal Transportation Plan (2017.727)	Participate in public engagement activities, and review draft deliverables.	
The Northwest Side Housing Center (NWSHC): Belmont Cragin Business and Economic Development Plan (2017.728)	Process final invoice and close out project.	
Robbins: Stormwater, TOD, and Clean Energy Plan (2017.730)	Complete draft of overall Plan and submit to Village for initial review.	
Summit: Zoning Code Update (2017.734)	Duncan Associates to produce draft Zoning Ordinance (expected November 2019).	
Project: Embedded Staff Planner - Demonstration Project (2018.009)		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Village of Calumet Park - Embedded Staff Planner (2019.036)	Finalized the "ESP Action Plan," incorporating feedback from the Village, CMAP staff, and CMAP Coordinating Committee, and began initiating the prioritized activities. The ESP Action Plan will be implemented from Oct. 2019 - Mar. 2020.	
Village of Sauk Village - Embedded Staff Planner (2019.037)	Finalized the "ESP Action Plan," incorporating feedback from the Village, CMAP staff, and CMAP Coordinating Committee, and began initiating the prioritized activities. The ESP Action Plan will be implemented from Oct. 2019 - Mar. 2020.	
Item/Project Area	Quarter 2 Objectives	
Village of Calumet Park - Embedded Staff Planner (2019.036)	Continue to implement the ESP Action Plan and coordinate with other CMAP staff and partners to help leverage external resources directed toward the community.	
Village of Sauk Village - Embedded Staff Planner (2019.037)	Continue to implement the ESP Action Plan and coordinate with other CMAP staff and partners to help leverage external resources directed toward the community.	
Project: Homes for a Changing Region Illinois Housing Development Authority (IHDA) Housing Needs Assessment (2018.015) (*Non-UWP Deliverable)		
Deliverable	Completion Timeline	Comment
Quarterly reports*	End of each quarter	Report of quarterly activities along with any applicable documentation. Deliverable(s): Bridgeport/Canaryville Action Plan (2018.015)
Item/Project Area	Quarter 1 Progress	

MMC/Illinois Housing Development Authority (IHDA) Housing Needs Assessment (2018.015)	Close out Bridgeport/Canaryville engagement. Kickoff Broadview engagement. Hold Naperville expert panel. Begin drafting Naperville action plan. Meet and assess potential communities for future work.	
Item/Project Area	Quarter 2 Objectives	
MMC/Illinois Housing Development Authority (IHDA) Housing Needs Assessment (2018.015)	Produce Naperville Action Plan and close out engagement. Hold Broadview focus group meeting. Kickoff work in Oak Forest and Sauk Village. Complete housing needs analyses for Oak Forest and Sauk Village. Meet and assess potential communities for future work.	
Project: Regional Land Use Model Development (2018.018)		
Deliverable	Completion Timeline	Comment
Year End Report	Q1 FY2021	Final Project report including activities in prior quarter and applicable documentation including: <ul style="list-style-type: none"> • Land use model estimation and calibration reports; • Documentation of data pre-processing scripts and proforma model parameters & mechanics; • Workflow documentation for scenario composition and adjusting model output indicators.
Item/Project Area	Quarter 1 Progress	
Regional Land Use Model Development (2018.018)	Delivered complete (ver. 1) set of parcel, building, household and employment data to UrbanSim to incorporate into the model. Developed approach for creating lower-resolution data for the surrounding (non-CMAP) counties.	
Item/Project Area	Quarter 2 Objectives	
Regional Land Use Model Development (2018.018)	Work on improved (ver. 2) parcel/building data. Complete development of low-res external area data. Work with Development Database manager (Morck) to add new elements to NDD that are required by UrbanSim. Continue incorporating constraints data (zoning, floodzones, etc.).	
Project: Illinois International Port District Master Plan (SPR Grant) (2019.038)		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Chicago: Illinois International Port District Master Plan (SPR Grant) (2019.038)	The project team kicked off the planning process August 5 with an extensive tour of Port facilities. Detailed scoping, stakeholder engagement, and existing conditions analysis began. The project team conducted keypad polling around goals for the Port at a September 17 public meeting.	
Item/Project Area	Quarter 2 Objectives	
Chicago: Illinois International Port District Master Plan (SPR Grant) (2019.038)	Continue existing conditions analysis and interviews. Initiate detailed freight and real estate market analysis. Recruit and schedule steering committee.	
Project: Local Technical Assistance (LTA) FY2020 Project Group (2019.006)		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation

Item/Project Area	Quarter 1 Progress
Arlington Heights: Livable Communities Plan (2020.801)	Drafted scope of work for the project and shared the draft with staff at Arlington Heights for review and comment
Bartlett & Streamwood: Bicycle & Pedestrian Plan (2020.802)	Project orientation activities continued, primarily discussion of web-based plan concept and development of scope of work.
Berkeley: Prairie Path & Taft Ave. Corridor Plan (2020.803)	This project is scheduled to start in January 2020 (Q3).
Burlington: Comprehensive Plan Update (2020.804)	A draft scope has been sent to the Village for review, and work is underway on a project timeline. Kickoff of the planning process will occur in November 2019.
Central Council of Mayors: Regional Comprehensive Stormwater Study (2020.805)	Contributed to the RFQ for general engineering services, which will pre-qualify firms to assist with this project.
Chicago: Austin Coming Together Central Ave. Corridor Study (2020.806)	Drafted a scope of work for the project for internal review.
Chicago: Elevated Chicago (2020.807)	Staff is developing the RFP for a parallel project to document the planning process for an equitable development process. The RFP should be posted in early November, so that we would be able to start the project in early 2020.
DuPage County: Lake St. Corridor Overlay Zoning (2020.808)	Project was not yet initiated.
Ford Heights: Comprehensive Plan (2020.809)	Project still being scoped on whether it will be consultant or a staff led project.
Fox Lake: Form Based Code (2020.810)	Project was not yet initiated.
Lemont: TOD Parking & Civic Space Study (2020.811)	Project has not been initiated.
Fox River: Corridor Plan for McHenry County (2020.812)	A project scope has been finalized and a detailed engagement strategy is being reviewed by partners and staff.
Minooka: Comprehensive Plan Update (2020.813)	Worked with Village to draft project scope and RFP for project consultant.
Monee: Comprehensive Plan Update (2020.814)	Worked with the Village of Monee to draft and release a Request for Proposals for a consultant to manage the comprehensive plan.
Oswego: Unified Development Code (2020.815)	None, project has not begun.
Peotone: Planning Priorities Report (2020.816)	Project has not been initiated.
Will County: Comprehensive Freight Transportation & Land Use Plan (2020.817)	Consultant team (led by Civiltech) selected. Work began, on schedule, in September.
Bartlett: Exterior lighting and parking regulations (2020.818)	Project scope timeline was created outlining the level of assistance CMAP will provide. Introduced project to Village to confirm interest.
Blacks in Green: Comprehensive neighborhood plan (2020.819)	Conversations with applicant have taken place to discuss ways that CMAP could assist. Applicant was encouraged to apply for the 2019 call for projects however no application was submitted.
Chicago Department of Planning and Development	Project has not been initiated.

(DPD): Planning and public engagement exercise (2020.820)	
Evanston: Inclusive growth framework plan (2020.822)	Staff scoped a process for gathering feedback on planning needs in the City with Evanston staff to inform future requests for technical assistance. Staff facilitated three half-day meetings over four weeks to help inform the City's future planning approach. The process recommended a new comprehensive plan in Evanston with significantly increased public engagement.
Forest Preserves of Cook County: Multimodal transportation access plan (2020.823)	Initial scoping conversations with the preserves are underway.
Geneva: Developer Panel – State Street (2020.824)	Project was not yet initiated.
John Jones Academic Association: Aviation hub – community cultural center (2020.825)	Project began, including kick-off meeting with sponsor and Ald. Curtis' office in the 18th ward. Conducted outreach interviews with various people and institutions in museum education and management, landmarks, and aviation industry. Background research on neighborhood, historical context, and possible supporters.
McHenry County: Comprehensive agricultural resource guide (2020.827)	Contacted community partner to gauge interest in pursuing the project. They can only undertake the project if they secure funding; CMAP has offered to help identify potential sources of funding.
Posen: Comprehensive/mobility plan (2020.828)	None, project has not begun.
Richton Park: Economic development incentives (2020.829)	Initial project scope has been created and shared with the Village. Based on conversations with the Village, the initial project scope has been revised.
Item/Project Area	Quarter 2 Objectives
Arlington Heights: Livable Communities Plan (2020.801)	Finalize scope of work with Arlington Heights.
Bartlett & Streamwood: Bicycle & Pedestrian Plan (2020.802)	Finalize scope of work to share with Villages, internal kick-off meeting with discussions on web-based plan concept, administrative matters, outreach strategies/ideas, and steering committee composition.
Berkeley: Prairie Path & Taft Ave. Corridor Plan (2020.803)	Staff will reconnect with the project partners to discuss the scope of work, timeline and process, in preparation for major project work to begin in January 2020.
Burlington: Comprehensive Plan Update (2020.804)	Complete all phase 1 deliverables: project scope, MOU/IGA, and outreach strategy. Kickoff project with a presentation to the Village Board and publish project website. Begin assembling a steering committee and creating an online engagement tool.
Central Council of Mayors: Regional Comprehensive Stormwater Study (2020.805)	Develop scope of work, complete IGA, and initiate preliminary background research (community profile).
Chicago: Austin Coming Together Central Ave. Corridor Study (2020.806)	Assign project manager. Edit scope of work and send to Austin Coming Together for review.

Chicago: Elevated Chicago (2020.807)	Select consultant for project and kick-off project.
DuPage County: Lake St. Corridor Overlay Zoning (2020.808)	Initiate client contact, scope the project, and publish the RFP.
Ford Heights: Comprehensive Plan (2020.809)	Determination on whether project is consultant or staff led and finalize the scope for the project.
Fox Lake: Form Based Code (2020.810)	Initiate client contact and scope the project.
Lemont: TOD Parking & Civic Space Study (2020.811)	Work with Village to develop scope and timeline for project.
Fox River: Corridor Plan for McHenry County (2020.812)	Finalize engagement strategy; hold official kick-off meeting with partners; start regular check-ins with project team; begin drafting the community profile
Minooka: Comprehensive Plan Update (2020.813)	Select consultant for project and kick-off project.
Monee: Comprehensive Plan Update (2020.814)	Staff have interviewed consultants and are forwarding a recommendation to the CMAP board. With an IGA and contract in place, start the comprehensive planning process with the selected consultant team. CMAP staff will also conduct an existing conditions analysis on water supply and demand conditions, see Water supply planning work described elsewhere.
Oswego: Unified Development Code (2020.815)	Contact project sponsor, discuss scope and timeline.
Peotone: Planning Priorities Report (2020.816)	Work with Project Director and the City to develop scope and timeline for project.
Will County: Comprehensive Freight Transportation & Land Use Plan (2020.817)	Full kickoff of project by consultant team, CMAP, and Will County, including refinement of approach, and gathering and analysis of existing conditions data. First project Steering Committee meeting scheduled for December 3.
Bartlett: Exterior lighting and parking regulations (2020.818)	Confirm Village interest and participation with project. Begin research on model standards for parking section of code. Propose draft model ordinance to Village.
Blacks in Green: Comprehensive neighborhood plan (2020.819)	Follow up and regroup on next steps for alternative support.
Chicago Department of Planning and Development (DPD): Planning and public engagement exercise (2020.820)	Work with City to develop scope and timeline for project.
Evanston: Inclusive growth framework plan (2020.822)	The City of Evanston will submit a new LTA proposal. Staff will draft and circulate a close out memo.
Forest Preserves of Cook County: Multimodal transportation access plan (2020.823)	Complete a project scope and begin project work.
Geneva: Developer Panel – State Street (2020.824)	Confirm Village interest and participation with project. Share initial project scope with the Village.
John Jones Academic Association: Aviation hub –	Roundtable/panel discussion with identified experts scheduled for Nov. 18th. Production of final deliverable to follow, which will entail a summary of what

community cultural center (2020.825)	was learned through outreach conversations, panel discussion, and research, including next steps for the organization.
McHenry County: Comprehensive agricultural resource guide (2020.827)	Continue communicating with partner about potential grant opportunities to support the project.
Posen: Comprehensive/mobility plan (2020.828)	Contact project sponsor, discuss scope and timeline.
Richton Park: Economic development incentives (2020.829)	Share revised scope with the Village, and meet to discuss project goals. Begin reviewing existing incentives in Richton Park.

Policy and Programming

Policy Development

Operational Area: Implementation of ON TO 2050 Mobility Priorities

Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation.

Item/Project Area **Quarter 1 Progress**

Regionally significant project evaluation	Staff attended project meetings for the Metra Electric, I-80 Corridor Coalition, and Pace’s 95th Street and Halsted Corridor projects. Assisted Board/MPO subcommittee discussion on the plan update cycle.	
Emerging transportation technology	Scoped task force and report timeline. Began conducting interviews to support task force and final report. Continued research and analysis of electric vehicle infrastructure, connected and automated vehicles, TNCs, data standards and sharing, and complete mobility to support task force in Q3 (January) and Q4 (June).	
Transportation Revenue monitoring and analysis	Supported state legislative initiatives. Continued analysis of the potential for a Road Usage Charge Pilot in Illinois.	

Item/Project Area **Quarter 2 Objectives**

Regionally significant project evaluation	Continue monitoring RSPs and participating in project studies.	
Emerging transportation technology	Finalize analysis, research, and other preparations for a task force in Q3 and Q4. Task force is set to run from January 2020 to June 2020.	
Transportation Revenue monitoring and analysis	Begin developing supporting materials for a Road Usage Charge.	

Operational Area: Regional Transit Policy and Investment

Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation

Item/Project Area **Quarter 1 Progress**

Transit Capacity Analysis	Completed modeling and began to summarize results including: estimating capacity utilization in 2050, analysis of line by line demographic changes, and impact on vulnerable communities.	
Item/Project Area	Quarter 2 Objectives	
Transit Capacity Analysis	Complete first draft of report (aiming for early 2020 for final report) and meet with transit agency partners.	
Operational Area: Local Safety Analysis and Implementation		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Local subregional analysis and prioritization	Potential subareas analyzed for the United States Road Assessment Project (usRAP) project tool for evaluating road safety and directing limited resources where they are needed most. Data collected for safety conditions and cost analysis of usRAP. Unit level cost data input into the system. System conditions data collected for over 4500 segments.	
Local safety implementation and collaboration	Participated in statewide safety conference, participated in Traffic Records Coordinating Committee (TRCC), attended Chicago Vision Zero committees on data and planning, fatalities analysis working group.	
Item/Project Area	Quarter 2 Objectives	
Local subregional analysis and prioritization	Continue data collected for safety conditions and input into usRAP. Complete at least two sample corridors.	
Local safety implementation and collaboration	Continued participation in statewide safety conference, attended Chicago Vision Zero committees on data and planning, fatalities analysis working group.	
Operational Area: Governance and Tax Policy Analysis		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
State revenues to local govts research	Scoped project, began research on how other states share revenues with local governments, and began discussing the project with partners.	
Governance and tax policy analysis	Provided testimony on local government consolidation. Provided analysis for Robbins LTA project.	
Item/Project Area	Quarter 2 Objectives	
State revenues to local govts research	Continue research on approaches to providing state revenue to local governments, continue outreach, and begin data collection.	
Governance and tax policy analysis	Consider and plan upcoming analysis.	
Operational Area: Development and Demographic Analysis		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
E-commerce analysis	Scoped project and began initial research.	

Disinvestment analysis	On hold pending new staff.	
Policy brief series	Scoped policy brief series for FY 20 and FY 21. Collaborated with LTA to develop 3-5 year priorities in this area.	
Item/Project Area	Quarter 2 Objectives	
E-commerce analysis	Complete project's first phase to understand background, industry considerations, and trends. Begin second phase to understand e-commerce's known impacts on the region. Conduct interviews with industry stakeholders. Aim for completion by August/September 2020 (Q4).	
Disinvestment analysis	Scope remaining work and tasks. Begin drafting the first of the resulting policy brief series.	
Policy brief series	Draft housing trend policy update. Analyze 2019 state level population estimates for internal review.	
Operational Area: Regional Economic Policy Analysis		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Local economic development incentives analysis and guide	Conducted literature review, scanned region for incentive policies, collected data on incentives.	
Item/Project Area	Quarter 2 Objectives	
Local economic development incentives and guide	Begin reaching out to partners, consider scoping policy brief providing new analysis on the prevalence of local incentives data.	
Operational Area: Establishment of Performance Targets		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Federal Performance Measures	Used performance measures to set STP shared fund marks. Presented annual highway safety target setting process to Transportation Committee. Reviewed staff recommendation with Bike/Ped Task Force and RTOC.	
Item/Project Area	Quarter 2 Objectives	
Federal Performance Measures	Meet with partners to discuss transit safety targets. Outline how to integrate performance measures into obligations report. Present highway safety targets to the Transportation Committee.	
Operational Area: ON TO 2050 Indicator and Performance Monitoring		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
ON TO 2050 Indicator	Updated 6 ON TO 2050 indicators.	
Item/Project Area	Quarter 2 Objectives	
ON TO 2050 Indicator	Continue to update on github and datahub webpages.	
Performance Monitoring	Start expressway VMT estimation.	

Operational Area: Visualization of Performance Measures		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Data collection	Revised economic data sets vetted and process begun to download, clean, and analyze the data.	
Project scoping	Staff narrowed down indicators, managers provided feedback on draft analysis, convened with communications team to discuss project roll-out.	
Item/Project Area	Quarter 2 Objectives	
Draft indicators	Finalize project scope, set project management processes, draft indicators, and identify policy brief topics.	
Operational Area: Federal and State Legislative Strategy and Engagement		
Deliverable	Completion Timeline	Comment
Agenda and Framework	Q2/Q3	State legislative agenda to the board for review in November (Q2) and approval in January (Q3). Federal legislative agenda to the board for review in January (Q3) and approval in February (Q3).
Convening ILGA members	Twice a year	
Item/Project Area	Quarter 1 Progress	
Federal strategy and engagement	Provided technical assistance on Senate Environment and Public Works Committee surface transportation reauthorization bill. Continued monitoring appropriations process.	
State strategy and engagement	Reviewed Rebuild Illinois proposal and other measures passed in the Spring 2019 session and published policy memos and briefs. Met with more than 30 legislators in region. Provided policy analysis to legislators and staff in advance of veto session. Drafted 2020 legislative agenda and principles.	
Item/Project Area	Quarter 2 Objectives	
Federal strategy and engagement	Draft federal agenda and surface transportation reauthorization principles. Provide committees federal policy updates.	
State strategy and engagement	Continue to meet with legislators including during veto session. Provide draft legislative agenda to Board. Review legislation relevant to ON TO 2050 proposed in veto session.	
Operational Area: CMAP Committee Support		
Deliverable	Completion Timeline	Comment
Board and meeting agendas	Quarterly Reports with agendas compiled	
Item/Project Area	Quarter 1 Progress	
Convene committees	Governing, coordinating, and working committees and other groups met to discuss a variety of topics.	
Committee information sharing	Committee synopses were distributed to CMAP committee member distribution list.	

Item/Project Area	Quarter 2 Objectives	
Convene committees	Governing, coordinating, and working committees and other groups continue to meet about a variety of topics.	
Committee information sharing	Committee synopses will be distributed to CMAP committee member distribution list.	
Project: Modernizing Highway Traffic Signals		
Deliverable	Completion Timeline	Comment
Regional Highway Traffic Signal Modernization Program recommendations	Q4	This is a new project for FY20
Item/Project Area	Quarter 1 Progress	
Develop project charter, scope and schedule	Complete.	
Draft existing conditions report	The draft existing conditions report was complete based on information we have available so far. RTOC & ATTF were introduced to the project at their 10-3 meeting. They will provide additional input.	
Vision development	RTOC/ATTF participated in a visioning exercise describing the ideal signal system.	
Item/Project Area	Quarter 2 Objectives	
Draft existing conditions report	Meet individually with some agencies to discuss contents. The existing conditions report is so far an inventory. Continued outreach to try to obtain information on asset condition and maintenance activities. Aim to complete report in Q4 (June 2020).	
Vision development	Draft a vision RTOC and ATTF can respond to at their next meeting in January.	
Analysis to support needs analysis	GIS work to add planning information to traffic signal information	
Project: Local Truck Routing & Community Plans		
Deliverable	Completion Timeline	Comment
RFP/Consultant selection (3 of 3)	Q4	
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Ongoing development of the Will County, Chicago, and Cook County Truck Routing & community plans	Q4	Plans in Q2 and Q4 of FY 2021. The Will County Study is being completed concurrently with a Local Technical Assistance plan to coordinate and improve recommendations.
Item/Project Area	Quarter 1 Progress	
Will County Truck Routing and Community Plan	Proposals were received, a consultant team was selected and a contract was executed. The project began this quarter.	
Southwest Chicago and South Suburban Cook County Truck Routing and Community Plans	Scoping for the Chicago and Cook County projects continue. Due to unforeseeable events with the Chicago project, both projects are being re-scoped.	

Item/Project Area	Quarter 2 Objectives	
Will County Truck Routing and Community Plan	Hold kick-off meeting, start data collection and outreach/engagement tasks, and hold the first steering committee meeting.	
Southwest Chicago and South Suburban Cook County Truck Routing and Community Plans	Finalize both scopes, release RFPs.	
Project: Equity Analysis of Transportation Fares, Fees, and Enforcement		
Deliverable	Completion Timeline	Comment
Equity analysis of transportation fares, fees, and enforcement report	Q4	Complete draft expected end of Q1 FY2021.
Item/Project Area	Quarter 1 Progress	
Develop PM toolkit	Staff completed PM toolkit documents for scoping, timeline, engagement, etc.	
Establish resource group	Staff completed recruitment. RG includes representatives from 15 organizations.	
Develop memorandum defining equity and establishing equity framework	Staff completed its first project deliverable: a memorandum that defines transportation equity and proposes a transportation equity framework. The memo will be shared and reviewed by the resource group. The memo will serve as a key input to the final project deliverable.	
Item/Project Area	Quarter 2 Objectives	
Resource group	The resource group will meet on October 29 th .	
Initial equity assessment findings	Staff will develop outlines for their equity assessments of the selected fines, fares, and fees. Staff will also begin to develop initial findings.	
Project: Grade Crossings Feasibility Analysis		
Deliverable	Completion Timeline	Comment
RFP/Consultant selection	Q1	
Grade crossing engineering analyses (up to 20)	Q4	
Internal memo on implications for project selection	Beyond FY2020 (expected Q2 of FY2021)	
Item/Project Area	Quarter 1 Progress	
RFP/Consultant selection	Issued RFQ. Responses were due in October.	
Item/Project Area	Quarter 2 Objectives	
RFP/Consultant Selection	Consultant selection is expected to occur at the November 2019 Board meeting.	
Project initiation	Project initiation is expected to occur in Q2, along with initial community and jurisdiction-agency engagement.	
Project: Pavement Management Plans for Chicago Local Agencies		
Deliverable	Completion Timeline	Comment
Municipal pavement management plans for up to 40 communities	Beyond FY20	The State Planning and Research grant agreement does not specify a number of plans.
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation

Report on lessons learned and policy recommendations for pavement data collection	Q4	
Item/Project Area	Quarter 1 Progress	
Municipal pavement management plans	Reviewed PCI results with round 2 municipalities. Continued to work with consultants to finalize pavement management plans for the pilot round of municipalities. Attended the Midwest pavement preservation partnership annual meeting.	
Item/Project Area	Quarter 2 Objectives	
Municipal pavement management plans	Support the completion of 15 pavement management plans from the pilot program and round 2. Kickoff round 3 of the pavement program.	
Transportation Modeling		
Operational Area: Advanced Travel Model Implementation		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Activity-based model validation report	Finalized interactive mapping applications, chart options and report content. Link to report posted on CMAP modeling page. Presented to the Transportation Committee. All task work completed.	
Activity-based model implementation	No activity.	
Freight forecasting model development	Began an analysis of synthetic firms within the model to verify that the spatial distribution of industry-specific employment in the region accurately reflects observed data, following the implementation of updated model code. Began development of a model calibration file based on the rail waybill sample data. Continued coordination with USDOT freight model consultants on model improvements and updates.	
Item/Project Area	Quarter 2 Objectives	
Activity-based model implementation	Begin training additional staff on using the ABM and testing scenarios. Test implementation of a more representative synthetic population developed using newer software.	
Freight forecasting model development	Complete analysis of the spatial distribution of industry-specific employment reflected in the freight model. Complete model calibration file based on the rail waybill sample data. Review and test updated national supply chain model code from USDOT's consultants and begin calibration of the supply chain model.	
Operational Area: Travel and Emissions Modeling		
Deliverable	Completion Timeline	Comment
Conformity analysis modeling results	Q2, Q4	
Item/Project Area	Quarter 1 Progress	
Trip-based model repo	Created repo on GitHub, developed structure for storing code files and documentation, made initial commit to populate repo.	

Transit itinerary update	Began improvements to reduce processing time for scripts that adapt GTFS feeds for model network.	
Transit O-D survey analysis	Began to compare model to Metra survey Os, Ds, and park and ride catchment areas.	
Item/Project Area	Quarter 2 Objectives	
Transit itinerary update	Finish improvements and update transit itineraries in model network databases.	
Transit O-D survey analysis	Continue to evaluate modeled transit using CTA O-D survey and address any weaknesses that may need attention.	
C20Q1 conformity analysis	Code new TIP amendments and complete analysis year model runs.	
Operational Area: Transportation Modeling Services to Regional Partners		
Deliverable	Completion Timeline	Comment
Report on Small Area Traffic Forecasts and project studies completed	Quarterly	Report all SATFs requests received and fulfilled in respective Q.
Item/Project Area	Quarter 1 Progress	
Small Area Traffic Forecasts/Project Studies	Completed 71 small area traffic forecasts plus 3 multi-scenario requests for Gordon Road (Sugar Grove), Aurora Downtown Street Reversal and US 20 @ IL 390 (Hanover Park) under March 2019 conformity network.	
SATF / Traffic Count Map Tool	Baseline layer files, programming scripts for ArcPro/ ArcGISOnline identified.	
Field Data Collection	Completed 10 Freight Counts in SW Chicago, embarked on USRAP (safety) data entry.	
Item/Project Area	Quarter 2 Objectives	
Small Area Traffic Forecasts/Project Studies	Complete anticipated 60 to 100 small area traffic forecasts plus multi-scenario project requests from regional partners using October 2019 c19q3 conformity network.	
SATF / Traffic Count Map Tool	Current Forecast Layer/Traffic Count data loaded, update routines/programming in ArcPro implemented, links in internal communication platforms established/announced.	
Field Data Collection	Completed USRAP segment data entry; updated count/file update for Map Tool.	
Operational Area: Data Visualization Application Development		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Data visualization literature review	Prepared a curated inventory of data visualization tools and examples. The document is organized into two sections: 1) discussion of visualization tools including pros and cons, level of sophistication, relevant libraries and links to examples; 2) detailed examples of relevant data visualizations organized by purpose, type and data theme.	
TIP mapping workflow	Began work on a GIS-based tool for programming staff to develop a more efficient workflow to respond to external requests for static maps displaying TIP projects.	
Item/Project Area	Quarter 2 Objectives	

Data visualization literature review	Complete initial draft of the literature review and post to CMAP Wiki/GitHub for reference in future data visualization development. The literature review will be updated as new tools and techniques are introduced.
TIP mapping workflow	Complete development of the TIP mapping tool and provide documentation and training to programming staff.
Model scenario comparison	Begin work with modeling staff to identify relevant datasets and summary types to be used in the proposed scenario comparison(s).

Project: Household Travel Survey Update

Deliverable	Completion Timeline	Comment
Memorandum on final survey data weighting	Q1	
Final weighted survey database	Q2	
Project final report	Q2	
Research brief highlighting major trends in the survey data.	Q4	

Item/Project Area **Quarter 1 Progress**

Final reports and memoranda	Provided comments on: initial draft of recurrent survey framework memo, data weighting methodology memo, final report content and the data dictionary.
Survey database development	Conducted extensive quality control review of interim databases received. Provided continuous feedback to consultant on data inconsistencies, quality issues and data processing logic.
Analysis of survey results	No activity.

Item/Project Area **Quarter 2 Objectives**

Final reports and memoranda	Receive final project report and data dictionary, final memo on recurrent survey framework and final memo on data weighting methodology.
Survey database development	Continue quality control review activities and receive final weighted survey database from consultant. Perform in-house data cleanup of database, develop additional fields to improve clarity and release public database.
Analysis of survey results	Complete analysis of key takeaways from the survey results for release with public database.

Project: Regional Intelligent Transportation System (ITS) Architecture Update

Deliverable	Completion Timeline	Comment
Outreach Interview Summaries	Q1	
Updated ITS Architecture Database	Q3	Will be web-based
Final architecture website files	Q3	
Documentation on architecture changes and architecture website customization, installation and maintenance.	Q3	

Item/Project Area	Quarter 1 Progress	
Outreach Interview Summaries	Outreach is complete, summary document has not been received.	
Updated ITS Architecture Database	Conversion of the original database to RAD-IT is complete and updates are underway.	
Final architecture website files	A test architecture website was set up by Omegabit, who hosts our CMAP website. It is being tested for functionality with the current ITS website pages so it will be ready for the new version	
Item/Project Area	Quarter 2 Objectives	
Outreach Interview Summaries	Receive and review outreach summary document	
Updated ITS Architecture Database	Make changes to implementer projects, and add ON TO 2050 planning items. Link them with service packages	
Final architecture website files	Begin making the basic design decisions to make the final website pages look similar to other CMAP products (color, font, logo – selecting from software defaults)	
Project: Estimation and Calibration of Activity-Based and Production Travel Demand Models		
Deliverable	Completion Timeline	Comment
Detailed project work plan	Q3	
Processed travel survey data suitable for model estimation	Q4	Likely to be delivered as .CSV files
Item/Project Area	Quarter 1 Progress	
Request for Proposals	Developed Request for Proposals and released for bid. Held pre-bid information session.	
Trip-based model uncertainty analysis	No activity.	
Trip-based model update	No activity.	
Item/Project Area	Quarter 2 Objectives	
Request for Proposals	Re-release RFP with reduced scope of work. Complete proposal evaluation process.	
Trip-based model uncertainty analysis	No activity.	
Trip-based model update	No activity.	
Transportation Capital Programming		
Operational Area: TIP Development and Management		
Deliverable	Completion Timeline	Comment
Quarterly reports on TIP management activities	End of each quarter	
Item/Project Area	Quarter 1 Progress	
Regular TIP amendments	Regular amendments and on-going supporting activities completed.	
Item/Project Area	Quarter 2 Objectives	

Monitoring & reporting on performance measures and the TIP	Kick-off efforts to transition annual obligation report (financial) to include both obligations and performance measures.	
Operational Area: Conformity of Plans and Program		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Conformity Analysis	Analysis for Conformity Amendment 19-09 was done and the results were released for public comment by the TC committee in August	
Tier II Consultation	A Tier II Consultation meeting was held on 9/26/19	
Training	Began training another staff member to assistant with MOVES modeling	
Item/Project Area	Quarter 2 Objectives	
Conformity Analysis	Conduct Conformity Analysis in December	
Data analysis	Provide data for CREATE projects Compare CMAP data/modeling results to/with IEPA data and modeling results.	
Operational Area: CMAQ and TAP-L Development		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
FFY 2020-2024 CMAQ and FFY 2020-2022 TAP-L programs	Draft Recommended Program was approved by CMAQ Project Selection Committee on 7/18/2019 and released for a 30 day public comment period. Program approved by CMAQ Project Selection Committee on 9/5/2019 and Transportation Committee on 9/20/2019. TIP Amendments 20-21.3 and 20-21.2 prepared for CMAP Board and MPO Policy Committee consideration.	
Item/Project Area	Quarter 2 Objectives	
FFY 2020-2024 CMAQ and FFY 2020-2022 TAP-L programs	CMAP Board and MPO approval and notification to project sponsors. Hold initiation meeting with project sponsors. Begin process review and develop methodology work plan for next programming cycle in 2020.	
Operational Area: STP Shared Fund Program Development and Local Program Development Support		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
FFY 2020 – 2024 STP-SF Program	Program approved by STP Project Selection Committee on 9/5/2019 and Transportation Committee on 9/20/2019. TIP Amendment 20-21.1 prepared for CMAP Board and MPO Policy Committee consideration. Outlined approach for conducting “lessons learned” evaluation of the process.	
FFY 2021 – 2025 STP-L marks	Compiled performance data and developed script for calculation of performance-based marks.	

Local program methodologies and CFP preparations	Public comment and final approvals by local councils completed	
Development of methodology for incorporating “improvement” into local distribution formula	Held a number of internal brainstorming sessions with Policy and Programming staff and began brainstorming with planning liaisons and CDOT staff.	
Item/Project Area	Quarter 2 Objectives	
FFY 2020 – 2024 STP-SF program	CMAQ Board and MPO approval and notification to project sponsors. Begin to evaluate “lessons learned” through internal and external meetings, survey of applicants, and STP PSC discussions.	
FFY 2021-2025 STP-L marks	Complete calculations and notify councils and CDOT.	
Operational Area: Active Program Management		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Obligation tracking	CMAQ obligations for FFY 2019 totaled \$262 million (\$163 million in transfers from FHWA to FTA), achieving an unobligated balance of zero. TAP-L obligations in FFY 2019 were minimal, leaving a balance of \$27 million. IDOT transferred \$89 million from NHPP to CMAQ. STP-L obligations were \$190M a record amount and about \$23M more than last year’s previous record amount. The suburban councils obligated \$138M which is more than double what a more typical year is.	
Active Program Management	Maintaining fiscal constraint for STP-L funded phases in FFY 20 with only about \$134M in FFY 20 is challenging. The remaining funding currently will only cover project phases through the March letting and staff is monitoring this closely. Coordination with IDOT and the PL’s for locally programmed projects with a focus on the STP-L program for FFY 20. Participating in IDOT/FHWA monthly coordination meetings. Continue to track letting trends (since April there has been a significant increase in the # projects with high bids).	
Item/Project Area	Quarter 2 Objectives	
Obligation tracking	Continue to track Federal obligations and letting trends.	
Active Program Management	Discuss getting additional STP-L programming authority from IDOT. Continue coordination efforts with IDOT and the PL’s for locally programmed projects with a continued focus on the STP-L program. Continue participating in IDOT/FHWA monthly coordination meetings.	
Operational Area: Council of Mayors		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
COM Executive Committee	At August 19 meeting mayors informed about STP, CMAQ and TAP-L proposed programs and other CMAP activities in the region	
COM meetings	Various staff members attend to answer and inform council concerns	

Planning Liaison (PL)	Held several meetings with PLs to discuss methodology, preparation for individual call of projects of each council and to brainstorm policy regarding various common interests.	
Item/Project Area	Quarter 2 Objectives	
COOM Executive Committee	Preparing agenda and other pertinent information for October 29. Staff is working on schedule for next year COM EC to coordinate quarterly meetings with legislative cycles so that CMAP can share regional legislative concerns with councils.	
Planning Liaison	Each council will be having a call for projects in 3 rd quarter. In 2 nd quarter CMAP staff is providing support as needed to prepare and help PLs with this process. Discussions and coordination for UWP 2021 and the contractual responsibilities for PLs will occur.	
Operational Area: eTIP Database Development and Maintenance		
Deliverable	Completion Timeline	Comment
Quarterly reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
eTIP Database	No major work completed. Resolved issues related to eTIP performance with EcoInteractive support.	
TIP Map Workflow	Began work on improving TIP political boundary maps.	
Item/Project Area	Quarter 2 Objectives	
eTIP Database	Continue to monitor eTIP database functionality and make corrections to issues that arise with the database. Support the carryover of the 19-00 TIP to the 20-00 and the addition	
EcoInteractive Contract Negotiations	Begin the process negotiating new contract for eTIP development and maintenance.	
TIP Map Workflow	Proof of concept and potential draft process for producing maps of TIP projects using political representative boundaries.	
Communications and Outreach Program		
Operational Area: Planning Support		
Deliverable	Completion Timeline	Comment
Support for Call for Projects announcement and project selection	Q4	Small Plans, Big Ideas event series, press release, social, e-blast, web homepage
Municipal newsletter	Quarterly	Reviewing goals and audiences of newsletter
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
Web-based plans	Worked on selection scope of projects with project managers.	
Item/Project Area	Quarter 2 Objectives	
Cannabis Zoning Town Hall	Initiated at request of Planning DED, held on DATE.	
Operational Area: Policy and Programming Support		
Deliverable	Completion Timeline	Comment

Indicator development and publication	Quarterly	Engagement strategies completed. Awaiting next steps from PMs.
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
Clusters report	Engagement strategy complete. Comms initial edits completed. Message map in process. Design initiated. Awaiting final text from PMs.	
Rail grade crossing	Engagement strategy complete. Message map drafted. Video requested for 11/26 presentation, but no script yet developed by PM.	
Policy briefs support and promotion	Supported release of 7 Policy Briefs in Q1.	
Item/Project Area	Quarter 2 Objectives	
My Daily Travel	Awaiting initial findings, plan is to publish 5 key takeaways and brief analysis, then release data, then work on larger visualization and analysis project.	
Clusters report	Release date TBD.	
Operational Area: Media Relations and Messaging		
Deliverable	Completion Timeline	Comment
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
Proactive pitches and engagement	Proactive media outreach around new ED hire, Community Data Snapshots, demographics policy brief, LTA Call for Projects, APA-IL Awards, sidewalk inventory, manufacturing and inclusive growth, tax policy, flooding and water recommendations in ON TO 2050, and Small Plans, Big Ideas, event series. Resulting in multiple stories placed, including ED appearance on Chicago Tonight, op-ed by CMAP ED in Crain's on tax policy, and multiple mentions of ON TO 2050 recommendations in the Crain's Forum series related to both disinvestment and flooding.	
Media requests	Fielded requests on multiple topics including regional economy, impacts of flooding and climate change, congestion and congestion pricing, water demand across region, costs related to Rte 53/120, and more.	
Editorial calendar	Editorial calendar continually updated and used to plan multiple communications.	
Item/Project Area	Quarter 2 Objectives	
Proactive pitches and engagement	CMAQ/STP/TAP-L funding and projects. If ready for release Clusters and Rail Grade Crossing. Potentially demographics policy brief.	
Media requests	n/a	
Operational Area: Graphic Design		
Deliverable	Completion Timeline	Comment
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
Design Requests	44 requests were submitted and 41 jobs were completed	
Publications	12 publications were completed	
Videos	2 "long" videos completed: Creating a better Chicago region (Thirst) and Zoning (CMAP). Additionally multiple short animated videos and GIFs were created for social media around outreach events and APA awards.	
Program Marketing and Branding	Branding design was approved.	

Item/Project Area	Quarter 2 Objectives	
Hiring New Associate Designer	We will begin reviewing resumes and set up interviews.	
Program Marketing and Branding	Approved by DED, presented to Board and being incorporated into design. Brownbag to introduce to staff set for DATE.	
Operational Area: Web Administration		
Deliverable	Completion Timeline	Comment
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
Consultant management	Continued work with consultants on website development and design/strategic work, which included the senior management visioning session.	
Website maintenance and administration	The homepage was switched to a new, more user-friendly design, and work continued on updating the rest of the site.	
Design and template upgrade	Homepage updated as first phase of overall site template upgrade. Interactive “widgets” developed for ON TO 2050 being added to CMAP channel, starting with local strategy maps.	
Item/Project Area	Quarter 2 Objectives	
Website design, maintenance and administration	Work will continue to get the rest of the website consistent in the 2019 theme, and includes updating topical pages. We will begin preparing for upgrading to the latest version of Liferay.	
ON TO 2050 functionality moved to CMAP website	Work will continue on getting the interactives and other portlets developed for ON TO 2050 available on the CMAP side.	
Topics Index and Key Topics page Updates	Pages targeted for Q2 include sustainability, housing, regional economic development, tax policy, land use, CMAQ, freight, water, roads, TIP traffic, transit, walking and bicycling, and community development. More will be added as time allows.	
Operational Area: Digital Content Strategy and User Engagement		
Deliverable	Completion Timeline	Comment
Analytics report and assessment of digital strategies	Quarterly	Clarity report, establishment of monthly meeting. See separate quarterly report detailing analytics.
Progress report	Quarterly	
Item/Project Area	Quarter 1 Progress	
FY20 Social Media Plan	Social media plan finalized and approved and began implementing key steps including: Visited CMAP committee meetings to encourage members to follow our accounts and engage with our content, Promoted Small Plans Big Ideas series and experimented with Facebook Live for the first time.	
Item/Project Area	Quarter 2 Objectives	
FY20 Social Media Plan	Create a list of social media influencers to target for relationship building, begin sharing more posts that show CMAP’s culture, launch ED’s social media presence, develop evergreen content that can be used as aligns with the editorial calendar.	
Operational Area: Broad-Based External Engagement		
Deliverable	Completion Timeline	Comment
Stakeholder survey	Q4	

Progress reports	Quarterly	
Item/Project Area	Quarter 1 Progress (July 1 - September 30)	
FY20 Public Engagement Strategy	Strategy drafted, engagement goals and stakeholders identified.	
Small Plan, Big Ideas series	Secured venues, managed logistics, resources, staffing, and procurement for the series; two events concluded.	
Public engagement	Hosted, facilitated, and attended multiple events with public and private sector partners to promote ON TO 2050 and its recommendations and to support other agency initiatives, including Fox Valley Sustainability Network, McHenry County Water Forum, Illinois Institute of Technology, NALCO Energy, Chicago Region Tree Initiative.	
Citizens' Advisory Committee	Convened September 10.	
Census 2020	Considered involvement in State Census 2020 grant program; continued involvement with Illinois Complete Count Commission.	
Item/Project Area	Quarter 2 Objectives (October 1 – December 31)	
Public engagement strategy, implementation	Align the public engagement strategy with new agency vision/goals, identify stakeholders for targeted outreach, develop messaging and outreach presentation. Consider development of equity lens for public engagement.	
Cross-departmental engagement strategies	Plan strategic engagement sessions with Planning, Policy and Programming staff to proactively support their initiatives.	
Census 2020	Participate in Metropolitan Mayors' Caucus peer advisory network and State Illinois Complete Count Commission meetings. Promote Census 2020 materials and participation at all outreach events.	
Citizens' Advisory Committee	Prepare for and facilitate December 10 meeting.	
Operational Area: Public Engagement Tools, CRM		
Deliverable	Completion Timeline	Comment
Progress reports	Quarterly	
Item/Project Area	Quarter 1 Progress (July 1 - September 30)	
Bang the Table	Worked with new consultant on platform design, staff training.	
CRM/Marcel	Continued work with consultants to fix bugs and develop user guides.	
TurningPoint (keypads)	Coordinated requests for borrowing of TurningPoint keypad polling equipment (LTA projects, Metro Strategies), and laptop software updates.	
Item/Project Area	Quarter 2 Objectives (October 1 – December 31)	
Bang the Table	Continue to work with consultant to design platform and demo website; schedule and conduct staff training sessions.	
CRM/MARCEL	Work continues to finalize user guides, schedule and conduct staff training sessions.	
TurningPoint (keypads)	Continue to coordinate requests for borrowing of TurningPoint keypad polling equipment, laptop software updates.	
Operational Area: Future Leaders in Planning (FLIP)		
Deliverable	Completion Timeline	Comment
FLIP program, parent orientation	July 2019	44 students in 2019 cohort; program conducted July 15-20, including parent orientation.
Program application	Q3	

Program curriculum	Q4	
Item/Project Area	Quarter 1 Progress (July 1 - September 30)	
FLIP 2019	Successful FLIP program, 44 students.	
FLIP marketing	Created FLIP flyer for distribution at all outreach events.	
Item/Project Area	Quarter 2 Objectives (October 1 – December 31)	
Project management	Build project management toolkit for FLIP.	
2020 program planning	Identify theme (water?) and begin curriculum development.	
Information Technology and Facilities		
Operational Area: Internal Hardware and Software Management		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Disaster Recovery:	IT continued migrating DR services to new cloud service provider. Completed shutdown of remote site in Phoenix, Arizona.	
Data Center OPO	Began evaluation of options for renting rack space at co-location facility and/or renting additional storage space in cloud.	
Reports	Completed Annual equipment inventory analysis report.	
Item/Project Area	Quarter 2 Objectives	
Disaster Recovery	Complete migration of backup system copy to cloud service provider. Continue migrating additional services and storage. Begin repurpose older Phoenix equipment.	
Data Center OPO	Complete evaluation of options for either building full data center or renting rack space.	
Reports	Develop Preliminary FY21 IT Budget document, Complete the following reports 1.) Network, 2.) Backup Policies and Procedures 3.) Backup and Storage System Status report.	
Operational Area: Web Infrastructure Management		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Web Hosting	Test copy of ITS Architecture site on new hosting solution.	
Network Security	Performed recommended remediation on CMAP infrastructure.	
Item/Project Area	Quarter 2 Objectives	
Web Hosting	Take ITS Architecture live on new hosting solution.	
Web Hosting	Decommission in-house hosting server.	
Operational Area: Information Security		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Security Training	Performed four staff phishing campaigns.	

VPN	Updated end-user documentation and performed an additional training session.	
Item/Project Area	Quarter 2 Objectives	
Security Training	Continue to train staff with phishing campaigns informed by the phishing attacks experienced by the agency.	
SSL Certificate	Procure and apply an SSL certificate for the ITS Architecture site.	
Operational Area: Office Systems Management		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Phone Environment	Research cloud PBX solution as a potential replacement for current VOIP system	
AV System	Evaluated OPO AV systems and services	
Item/Project Area	Quarter 2 Objectives	
Phone Environment	Compare cost, functionality, and future investment	
AV System	Continue evaluating OPO AV systems and services	
Operational Area: User Support		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Helpdesk	Researched alternative solutions to enhance current process.	
OneSolution	Gathered information about moving the OS environment in the Cloud; schedule development upgrade to 19.2.	
Item/Project Area	Quarter 2 Objectives	
Helpdesk	Obtain quotes and implement schedule for potential replacement.	
OneSolution	Upgrade development environment to 19.2; Continue researching OS cloud solution.	
Operational Area: Facilities		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Item/Project Area	Quarter 1 Progress	
Document Management:	Converted over 933 paper publications to digital documents.	
Furniture & Equipment	Met with IDOT and identified furniture and equipment for pickup.	
Item/Project Area	Quarter 2 Objectives	
Document Management:	Continue conversion of paper publications to digital documents.	
Offsite Storage	Evaluate vendors for new Offsite storage services.	
Furniture & Equipment	Begin Detailed inventory of equipment for IDOT.	
Operational Area: Freedom of Information Act (FOIA) Response Coordination		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation

Item/Project Area	Quarter 1 Progress	
FOIA/Information Request	Responded to two (2) external requests and zero (0) FOIA requests.	
Item/Project Area	Quarter 2 Objectives	
FOIA/Information Request	Complete FOIA request related to "Side Walk Labs".	
Project: Server Infrastructure Virtualization Upgrade		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation
Hardware Procurement	Q1	Report progress in quarterly report due to cyber security concerns
Solution Design and Plan Document	Q2	Report progress in quarterly report due to cyber security concerns
Infrastructure Implementation	Q3	Report progress in quarterly report due to cyber security concerns
Item/Project Area	Quarter 1 Progress	
Server Infrastructure Virtualization	This project has been put on hold due to new OPO floor plan scenario reviews and possible changes to the planning of the data center specifications at the OPO.	
Item/Project Area	Quarter 2 Objectives	
Server Infrastructure Virtualization	This project will be revisited when a finalized floor plan for the Old Post Office and data center is available.	
Project: Office Relocation and Construction Project		
Deliverable	Completion Timeline	Comments
Quarterly Reports	End of each quarter	Report of quarterly activities along with any applicable documentation – This will be the only IDOT deliverable under this project.
Floor Plan Schematic Design Drawings	Q1	Design Development phase Schematic Floor Plan Drawings
RFP GC Services	Q1	RFP document for GC Services
Data Center Design Plan Document	Q1	Equipment List & Drawings of new Data Center
GC Consultant Selection	Q2	Contract
AV Development Plan Document	Q2	Equipment List & Drawings of Audio-Video for conference rooms
Furniture Design Plan	Q2	Development of Furniture Selection Plan
Construction Documents	Q2	Architectural and MEPFP construction drawings
Construction Permit	Q2	Construction drawing submittal and review by City of Chicago
RFP for Moving Services	Q3	RFP document for Moving Services
Office Build Out	Q4	Construction of physical office
AV Implementation	Q4	Implementation of AV equipment
Furniture Implementation	Q4	Delivery of Furniture & Installation

Data Center Implementation	Q4	Implementation of Data Center equipment
Mover Selection	Q4	Contract
Item/Project Area	Quarter 1 Progress	
Floor Plan Schematic Design Drawings	Team developed Schematic Floor Plan Drawings however, new leadership requested the team look at several new scenarios.	
RFP GC Services	RFP 220 was posted and seven vendors responded with proposals. Team is reviewing bids.	
Data Center Design Plan Document	Preliminary design and equipment list has been completed. This plan is now being revisited with possible changes to entire floor plan layout changes.	
Item/Project Area	Quarter 2 Objectives	
Floor Plan Schematic Design Drawings	Complete new floor plan scenarios and finalize SDD.	
RFP GC Services	Conduct interviews and select GC.	
Furniture Design Plan & RFP	Develop Furniture Selection Plan and RFP for Furniture.	
AV Development Plan Document	Contract with AV vendor and begin development of AV Plans	

Finance and Administration Program

Operational Area: Finance and Accounting

Deliverable	Completion Timeline	Comments
BOBs 2832 Reports	Quarterly	Performance and Budget Reports required by IDOT
Agency and Sub recipient Invoices	10 th Day of Month following invoicing period	IDOT Requirement
Single Financial Audits from Sub recipients	Q1	CMAP Sub recipient oversight requirement in grant agreement
Programmatic Risk Assessments (PRAs) from Sub recipients	Q1	CMAP Sub recipient oversight requirement in grant agreement
FY2019 Indirect Rate Plan	Q2	IDOT Requirement
Single Financial Audit	Q2	Not an IDOT Requirement
Employee W2s	Q3	Not an IDOT Requirement
Employee 1095s (ACA)	Q3	Not an IDOT Requirement
Annual Financial Report to the State Comptroller's Office	January 2020	

Item/Project Area	Quarter 1 Progress
BoBs 2832 Report	4 th Quarter 2019 reports submitted to IDOT for all eligible projects: FY2019 Operating, FY2019 Competitive, and SPR Projects: Truck Routing, Pavement Management, Port and LTA projects
Agency and Sub recipient Invoices	IDOT, based on request of UWP partners, have agreed to change the language in the agreements to reflect invoicing requirements up to 60 days. Amendments are being drafted to reflect this change and will be sent to all UWP partners by October 31 st .

Single Financial Audits from Sub recipients and PRAs.	Audits required from all UWP partners that receive federal funding in excess of \$750,000. Copies of audit and PRAs will be provided with returned signed contracts. Contracts were delayed due to delay in receiving signed FY20 Operating and Competitive grants from IDOT.	
Item/Project Area	Quarter 2 Objectives	
FY2019 Indirect Rate Plan	Complete work with Maximus to determine indirect rate and submit to IDOT.	
Single Financial Audit	Auditor fieldwork completed and draft submitted to Executive Committee in November.	
Operational Area: Procurements, Contracts and Commercial Datasets		
Deliverable	Completion Timeline	Comments
BOBs 2832 Report – Deliverables	Quarterly	IDOT Requirement as identified by Grant Agreements
Annual Procurement Training	Q2	Copy of Power point Training to IDOT with memo
Annual Evaluation of Federal and State Grant Agreement Provisions	Q4	IDOT Requirement – Memo to IDOT
Item/Project Area	Quarter 1 Progress	
BOBs 2832 Report – Deliverables	Final Reports were submitted to the Belmont Cragin and Cary Market Analysis projects. Final reports were submitted for the Crash Safety Project in addition to the Existing Conditions Report for Robbins.	
Quarterly Contract Activity	4 RFPs were issued and 1 RFQ. 5 Pre-bid meeting were conducted. A total of 21 responses were reviewed and scored. 4 Justification for vendor selection were reviewed and approved. 9 interviews were conducted. 9 contracts were drafted, 6 board reports, 4 IDOT concurrences were obtained. 5 Concurrence requests were granted, 2 accounting meetings were conducted, 3 IGA's were drafted and 37 contract amendments were drafted and processed. 10 PAO or PAO amendments were reviewed, approved and processed. 142 Procurements were reviewed and approved. 2 procurement orientation meetings were conducted, 13 editions of the Illinois Register were reviewed. Contracts were updated and revisions were made to the format. A new policy for contract concurrence and contract amendment requests was drafted and implemented.	
Item/Project Area	Quarter 2 Objectives	
Annual Procurement Training	Procurements I – Micro and Small Procurements and Procurement II – Large Procurements will be delivered in Q2.	
Contract Activity	It is anticipated that 14 RFPs will reviewed, edited and released.	
Operational Area: OneSolution Business Process and Functionality Improvements		
Deliverable	Completion Timeline	Comments
Semi Annual Update Report	Q2 and Q4	Purpose is to advise IDOT of changes that are being made to the system to enhance internal controls, accountability and reporting.
Item/Project Area	Quarter 1 Progress	
Semi Annual Update Report	n/a	

Item/Project Area	Quarter 2 Objectives	
Semi Annual Update Report	Will provide report on upgrades/enhancement made to OneSolution.	
Operational Area: Budget Management		
Deliverable	Completion Timeline	Comments
Uniform Budget Template for FY2021 Budget	Q2	
Internal Controls Questionnaire for FY2021 UWP	Q3	
Programmatic Risk Assessment Form for FY2021 UWP	Q3	
FY2021 UWP Budget	Q4	
FY2021 CMAP Comprehensive Budget	Q4	Not an IDOT Requirement
Item/Project Area	Quarter 1 Progress	
Uniform Budget Template for FY2021 Budget	n/a.	
Item/Project Area	Quarter 2 Objectives	
Uniform Budget Template for FY2021 Budget	Will issue to memo to leadership outlining the FY2021 budget process and timeline with budget template to compile information. Will release by November 15 th .	
Operational Area: Project and Performance Management		
Deliverable	Completion Timeline	Comments
Software and Project Management Implementation Vendor Selected	Q2	Not an IDOT Requirement
Deliverables and Performance Measurements Training	Q2	Not an IDOT Requirement
Project Management Procedural Review and Recommendations	Q3	Not an IDOT Requirement
Project Management Software Selected	Q3	Not an IDOT Requirement
Project Management Software Implemented	Q4	Not an IDOT Requirement
Training Plan Developed	Q4	Not an IDOT Requirement
Item/Project Area	Quarter 1 Progress	
Project Management Toolkit Launch	Staff held (3) three Intro to Project Toolkit presentations which were attended by multiple staff that lead projects within their respective Divisions. Goal is for all new projects starting in FY20 to be following the processes and procedures laid out in the Toolkit.	
Ongoing Project Management Toolkit – Office Hours	As a follow up to the toolkit, staff began having biweekly “Tool Talks” that focus on one theme or Tool for discussion.	

Item/Project Area	Quarter 2 Objectives	
Toolkit Intro Videos	Staff will be recording 10+ 2-3 minute instructional videos to keep in each toolkit folder for future reference for all staff	
Project Management Implementation and Software Vendor	Charter, Scope, and RFP to be created and sent out to bid. Goal is to have selected vendor by end of Q2.	
Operational Area: External Resources Development and Management		
Deliverable	Completion Timeline	Comments
Annual Grant Fraud Training	Q4	IDOT Requirement
Item/Project Area	Quarter 1 Progress	
Annual Grant Fraud Training	Completed in Q1	
Quarterly Grant Team Meetings	Quarterly	
Quarterly Reports to Funders	Quarterly, or as required by grantor	
Grant Closeout Survey Pilot	Completed in Q1. Revise process in Q2.	
Item/Project Area	Quarter 2 Objectives	
Water Strategy Fund seeking	Submit three separate Illinois Environmental Protection Agency grants in response to 604B Notice of State Award to support CMAP's water strategy and ON TO 2050 implementation priorities.	
Grant Closeout Meeting	Due to low participation in survey pilot, the grant closeout survey will change format to a grant team meeting with feedback captured in follow up report.	
Quarterly Reports to Funders	MacArthur Foundation annual report, IDNR Coastal Grant Management quarterly report, Chicago Community Trust final report, and others as required by grantors.	
Review and Update Grant Life Cycle Process	Next phase of Grant Closeout Survey.	
Human Resources and Administration Program		
Operational Area: Benefits Administration		
Deliverable	Completion Timeline	Comments
457 Deferred Compensation Benefit Educational Seminars	Quarterly	Not an IDOT Requirement
FY2020 Benefits Package (Medical, Dental, Vision and Insurance)	Q1	Not an IDOT Requirement
Benefits Open Enrollment Meeting	Q2	Not an IDOT Requirement
Annual Benefits Study	Q4	Not an IDOT Requirement
Item/Project Area	Quarter 1 Progress	
457 Plan	Employee meeting with Mesirow advisors to learn about new account management option "myFinancial Future and Online Advice;" attended by 14 employees; in addition, 12 employees scheduled individual meetings.	
Benefits	Employee census prepared and submitted to Assurance.	
Item/Project Area	Quarter 2 Objectives	

Benefits	Review 2019 benefit renewal; plan design, premiums, employee / employer contributions: late October – early November; open enrollment/ wellness fair with outside vendors early December.	
Human Resources and Administration Program		
Operational Area: Diversity and Inclusion		
Deliverable	Completion Timeline	Comments
n/a	n/a	n/a
Item/Project Area	Quarter 1 Progress	
DIWG	Prioritize draft workplan: identifying FY20 and longer-term initiatives, resources and synergies.	
Item/Project Area	Quarter 2 Objectives	
DIWG	Workplan refinement based on prioritization; planning workshops.	
Human Resources and Administration Program		
Operational Area: Employee Relations		
Deliverable	Completion Timeline	Comments
Merit Increase and Promotion Letters	Q1	Not an IDOT Requirement
Guidelines for Mid-Year Check In Meetings	Q2	Not an IDOT Requirement
Guidelines for Annual Performance Evaluation Process	Q3	Not an IDOT Requirement
Management Training on Annual Performance Evaluation Process	Q3	Not an IDOT Requirement
Item/Project Area	Quarter 1 Progress	
Performance Management	Performance reviews for 84 employees reviewed, edited and delivered, including 6 promotions; merit increases planned, implemented and communicated through individual memos. Conducted analysis of historical merit and promotion practice; developed alternate scenarios based on budget constraints.	
Item/Project Area	Quarter 2 Objectives	
Performance Management	Performance management process review and refinement.	
Human Resources and Administration Program		
Operational Area: Human Resources Policy Development		
Deliverable	Completion Timeline	Comments
FY2020 Personnel Handbook Released	Q1	Not an IDOT Requirement
Management Training on FY2020 Personnel Handbook	Q1	Not an IDOT Requirement
Employee Training on FY2020 Personnel Handbook	Q1	Not an IDOT Requirement

Management Association HR Check-Up Review of CMAP Polices	Q3	Not an IDOT Requirement
Item/Project Area	Quarter 1 Progress	
Employee Handbook	Pending outcomes of visioning and employee engagement sessions.	
Item/Project Area	Quarter 2 Objectives	
Employee Handbook	Pending outcomes of visioning and employee engagement sessions.	
Human Resources and Administration Program		
Operational Area: Recruitment and Training		
Deliverable	Completion Timeline	Comments
n/a	n/a	n/a
Item/Project Area	Quarter 1 Progress	
Recruitment	Sourcing for vacancies: Associate Analyst - Policy; Principal, Planning R & A; AP Specialist; Assistant Analyst R & A; Assistant Analyst – TIP; Senior Digital Communications.	
Item/Project Area	Quarter 2 Objectives	
Recruitment	Sourcing for vacancies: Associate Designer; Associate Planner(s); Associate HR Generalist.	

CDOT

FY 2016 PROJECTS

South Lakefront & Museum Campus Access Alternatives and Feasibility Assessment

Purpose: CDOT's recently completed Museum Campus Transportation Study has identified two key potential infrastructure investments that would significantly improve transit access and capacity to the cultural attractions and special event venues in the Campus. These recommendations are (1) to create a South Lakefront Busway by enhancing and extending the McCormick Place Busway, and (2) to investigate the opportunity to increase transit access and capacity to Museum Campus along the Cermak corridor. This study would assess alternatives and feasibility for adding new access points and stations to the existing McCormick Place Busway, transforming it into the South Lakefront Busway. This would allow CTA buses to use the facility to more effectively serve Museum Campus and nearby neighborhoods & destinations while also eliminating the extreme unreliability of travel times in this area for CTA customers on existing South Lakefront express bus routes. The study would also assess alternatives and feasibility for linking Museum Campus institutions with each other, CTA's Red and Green Lines, the proposed South Lakefront Busway, and the rapidly redeveloping Cermak Road corridor extending from McCormick Place to Motor Row and Chinatown in an intuitive and visitor-friendly manner that encourages increased transit use. This new facility would be designed to increase transit capacity, and more efficiently and reliably serve special event demand at Soldier Field and on Northerly Island. It would also create transit connections that relieve traffic pressure on nearby neighborhood streets, leverage remote parking options, and allow all Campus institutions to maintain convenient public access on special event days. Once the physical needs are determined, right-of-way along this corridor may be preserved to allow for this future investment.

Project Manager: Jeff Sriver

Progress: TranSystems is the selected consultant for this project. NTP was received on July 17, 2019. The kick-off meeting was July 24, 2019. Data collection and initial stakeholder coordination is complete. Travel demand and busway alternative analysis is well underway. The second round of stakeholder engagement has begun – draft busway concepts are being socialized for feedback.

Products: Traffic collection strategy; Purpose and Need memo; initial stakeholder engagement; outline of the technical memorandum; concept plots of proposed busway improvements and Cermak Avenue.

Objectives for the Next Three Months: Continue stakeholder engagement, weekly project meetings, complete analysis of data collection including traffic counts during special events, survey work, ROW analysis, review existing conditions, develop busway alternatives, identify

preferred alternation, develop cost estimates, finalize travel demand analysis, complete assessment of east-west transit access via Cermak, develop funding/implementation strategies.

FY 2017 PROJECTS

Multi-Modal Crash Analysis

Purpose: CDOT adopted a Vision Zero traffic safety policy in 2012, with a goal to eliminate traffic crash fatalities on Chicago's roadways. Initial efforts to support this goal were grounded in detailed, citywide analyses of pedestrian and bicycle crash data supplied by the Illinois Department of Transportation (IDOT) for the years 2005 through 2009. Vision Zero has since grown into a citywide initiative involving several departments, including CDOT, the Chicago Police Department, the Chicago Department of Public Health, and the Mayor's Office, and the Vision Zero Network recently named the City of Chicago as one of 10 focus cities participating in the inaugural Vision Zero Focus Cities Initiative. New analysis is needed to update findings for the years 2010 to 2014 and to build on CDOT's 2011 Pedestrian Crash Analysis and 2012 Bicycle Crash Analysis reports. This project will allow CDOT to engage new partners in the planning process. The Multimodal Crash Analysis Study will include analysis of traffic crash for all modes for the first time and will expand analysis of the relationships between traffic safety, public health, crime, land use, and equity.

Materials, methodologies, and lessons learned from this study will be provided to other municipalities for use in developing their own crash analyses. Findings from Chicago's earlier crash analysis reports have guided CDOT's efforts in prioritizing investments in infrastructure funding and planning Complete Streets, supplied information to law enforcement agencies on key behaviors and high incident locations within the city, and have provided the public and advocates with background and talking points. Materials produced by this project will enable communities with limited capacity to conduct basic analysis without the need for additional staffing.

Project Manager: Kaori Fujisawa

Progress: CDOT and the Chicago Department of Innovation and Technology (DoIT) discussed the server specifications and requirements of hosting the computer model. Also, CDOT met with a team of consultants to discuss an issue, including ownership of the Hopper application, and reached an agreement.

Products: Draft final letter to consultant.

Objectives for the Next Three Months: Installation of the computer model at CDOT and the Multimodal Crash Analysis Final Report.

FY 2018 PROJECTS

CREATE Program Planning Support – Passenger & Commuter Rail

Purpose: Chicago will prepare technical, planning, policy and strategy support services to ensure that the remaining CREATE investments maximizes public benefit. The City will facilitate communications with affected communities, businesses, and related stakeholders.

Project Manager: Jeff Sriver

Progress: Ongoing technical, planning, policy and strategy support services to ensure that the remaining CREATE investments maximizes public benefit.

Products: Public and elected official outreach and communications coordination regarding 75th Street Corridor Improvement Project, including Community Mobility Benefit projects and convening of Community Advisory Groups. Continuing analysis of STB Waybill data to understand recent trends in commodity flows and trends and how that affects CREATE projects and regional infrastructure usage and needs.

Objectives for the Next Three Months: Ongoing technical, planning, policy and strategy support services for CREATE Partners.

FY 2019 PROJECTS

Vision Zero South Side

Purpose: Vision Zero is Chicago’s initiative to eliminate fatalities and serious injuries from traffic crashes by the year 2026. A multi-departmental Vision Zero Steering Committee led by the Mayor’s Office and four Working Groups have identified goals and strategies to increase traffic safety. A three-year Vision Zero Chicago Action Plan was released in June 2017 and implementation and tracking are underway. This data-driven process established City priorities and identified the resources – and gaps in resources – to meet benchmark reduction goals for fatalities and serious injuries by 2020.

Through data analysis for the plan, City staff identified communities with above average rates of severe crashes (crashes causing death or serious, incapacitating injury). While these High Crash Areas comprise just 20% of Chicago’s geographic area and 25% of Chicago’s population, a disproportionate 36% of severe injury crashes occur within their boundaries. More aggressive severe crash reduction goals are set for these High Crash Areas, where City investment will hold a greater impact.

Equity is a major component of Vision Zero Chicago. The Economic Hardship Index is an index score developed by the Chicago Department of Public Health that compares six data points to determine the level of economic hardship community members face compared with other

Chicagoans. These include crowded housing, poverty rates, unemployment, education, dependency, and per-capita income. Chicagoans living in areas of high economic hardship have a traffic crash fatality rate (deaths per 100,000 residents) twice as high as those living in areas of low economic hardship, and seven of the eight High Crash Areas are also areas of high economic hardship.

Traditional models and proven countermeasures for traffic enforcement and public communication typically do focus on using data, but the role of community input and accountability are largely unaddressed. An innovative, public-facing process would improve several of these countermeasures, including public information support, high visibility enforcement, unstaffed speed displays, and laser speed measuring equipment. Vision Zero Chicago provides the opportunity to work with multiple City departments and the public to construct a model for successful, equitable community engagement that builds upon these countermeasures.

Project Manager: Sean Wiedel

Progress: Project will be funded with UWP funding, SPR funding, and local match for a total budget of \$300,000. A Task Order Request for Proposals was released to pre-qualified consultants; two proposals were received. CDOT is currently in discussions with the selected consultant team to refine scope and finalize budget.

Products: N/A

Objectives for the Next Three Months: Complete contract negotiations, work with Department of Procurement Services to finalize contract documents, issue NTP and hold project kick-off with consultant team.

FY 2020 PROJECTS

Chicago Transportation Planning and Programming

Purpose: Support the CMAP regional objectives as an MPO by ensuring the City of Chicago's participation in CMAP's transportation planning and programming processes including the development of the RTP and the TIP. In addition, CDOT will conduct technical/policy studies and analyses, which will lead to transportation projects and policies, as well as information for various audiences (including other government agencies, elected officials, stakeholder organizations, and the general public). Work on these tasks facilitates the full and effective participation of the City of Chicago in the regional planning process.

Project Manager: Philip Banea

Progress: Staff attended meetings, prepared and reviewed reports, coordinated internally and externally with other agency staff regarding the following projects or initiatives – Pace Pulse Projects, IMD Parking Task Force, I-290 Roadway Lighting Assessment, various LTA studies in the City of Chicago, and CREATE, .

Complex Intersections Framework Plan

Progress: This Plan will coordinate with the Illinois Department of Transportation (IDOT), the City of Chicago Department of Planning and Development (DPD), the Chicago Transit Authority (CTA), and Cook County Department of Transportation and Highways (CCDOTH) to conduct a citywide multimodal analysis of major and minor complex intersections. Work will entail developing a typology of minor complex intersections and an accompany toolbox of solutions, generate concept solutions for each major complex intersection location, categorize major complex intersections by level of effort needed for solutions, prioritize major complex intersections and complete a feasibility study of the Devon/Caldwell/Central/Lehigh Complex Intersection. A project team was selected on March 20, 2019. Since then a final scope and budget were developed. While the City awaits SOCC funding coordination with IDOT, CDOT staff will advance into the procurement process with a partial encumbrance of SPR funding.

Products: Scope and Budget

Objectives for the Next Three Months: NTP is anticipated by the end of 2019.

Bus Priority Network Plan (BPNP) Working Group

Progress: CDOT and CTA have formed a working group to advance the development of a citywide bus priority network that will identify and prioritize corridors for bus service improvements. This plan will also develop a toolbox of bus service improvement solutions. The purpose of the BPNP is to establish which corridors should advance to corridor specific studies that will develop conceptual solutions at specific locations. CDOT and CTA finalized technical aspects of the BPNP including proposed corridors for possible inclusion within the BPNP network. CTA is in process of selecting a consultant to lead the public involvement phase of the BPNP.

Products: Final draft TOR.

Objectives for the Next Three Months: CTA is in process of selecting a consultant, NTP expected by the end of 2019. The final plan will be complete by late summer / early fall 2020.

North Branch Industrial Corridor (NBIC) Transportation Improvement Support Services

Progress: Finalized the analysis for realignment options on the Elston/Armitage/Ashland/Cortland intersection area.

Products: First draft of the Elston realignment study summary report and corresponding documentation; internal review and comments/edits from CDOT and the Chicago Department of Planning and Development (DPD) on the first draft.

Objectives for the Next Three Months: Final draft of the Elston realignment study summary report; continue work on the North Branch transitway and trail concept study, which has been on hold since late 2018.

North Grant Park – Streeterville Transportation Demand Management Plan

Purpose: Understand the complex multimodal dynamics that create gridlock for the crossroads of Illinois’s densest concentration of residents, employers, educational institutions, medical services and cultural attractions within the North Grant Park and Streeterville neighborhoods of Chicago. Generate actionable solutions and recommendations through a transportation demand management (TDM) plan.

The proliferation of special-use modes such as TNPs, taxis, tour group and school trip buses, commuter shuttles, and tourist trolleys all compete for the same road space, whether it be within roadway lanes or loading zones that become de facto pick up/drop off points. These modes can also impact the efficient flow of traffic through behaviors such as, but not limited to, double parking and queuing in roadway lanes. This often negatively affects other modes, specifically CTA bus service, bicyclists and pedestrians. Patchwork accommodations for special-use modes are not enough as density increases and more visitors flock to Illinois’s top destinations. A coordinated TDM plan will re-imagine existing infrastructure to meet future special-use mode demand, incentivize efficiencies, leverage public-private partnerships to address mobility needs, and develop policies that proactively manage special-use mode travel behavior.

Project Manager: Philip Banea

Progress: Awaiting the agreement to be finalized between CDOT and CMAP, editing the Task Order Request for Proposals.

Products: N/A

Objectives for the Next Three Months: Release the Task Order Request for Proposals after the agreement is finalized and the funding is set-up. Select a consultant and begin contract negotiations.

CTA

FY 2017 PROJECTS

South Halsted Corridor Enhanced Bus Feasibility and Planning Study

Purpose: In Chicago’s Far South Side communities, bus routes provide critical connections to the region’s rail network. The purpose of this project is to assess alternatives and feasibility for enhanced bus infrastructure improvements along the South Halsted Corridor, which is a major north-south arterial transit corridor on the far South Side that CTA and Pace have identified as a high priority for improved transit service. Improvements along this corridor could achieve significant travel time savings for the more than 98,000 residents within a half-mile of the corridor and the nearly 13,000 daily transit customers who travel on CTA or Pace buses along the corridor.

While long-term planning work on the transformational Red Line Extension project continues, investing in relatively low-cost, high-impact bus improvements along this corridor will enhance livability and support economic development in existing communities by reducing travel times and reinforcing links to regional employment and educational opportunities. Additionally, Pace has identified the South Halsted Corridor between the 95th Street Red Line Station and Harvey Transportation Center, as a priority corridor in the agency’s Pulse Arterial Rapid Transit (ART) Program.

The South Halsted Corridor is defined by the Harvey Transportation Center to the south and CTA’s 79th Street Red Line station to the north. Current CTA bus service along the corridor provides connections to the Red Line stations at 95th and 79th street while Pace services provide connections to the 95th Street Red Line Station, Metra Electric Line West Pullman and Harvey stations and the Pace Harvey Transportation Center.

This project will provide a comprehensive assessment of service patterns for the shared use of the corridor by CTA and Pace, and an evaluation of various infrastructure and transit service improvements that can be applied along the entire corridor. Analyses will include an initial feasibility assessment, potential travel time reductions, operating cost savings, and ridership impacts from a range of bus infrastructure improvements along the corridor. Improvements include, but are not limited to, dedicated bus lanes, transit signal prioritization (TSP)/queue jumps, bus stop spacing optimization, and pedestrian improvements where feasible. This project will also support further conceptual planning necessary to apply for a South Halsted Small Starts project.

Project Manager: Emily Drexler

Progress: In Q1 2020, CTA worked with Pace and consultants to revise the draft Final Report.

Products: See progress notes.

Objectives for the Next Three Months: The Final Report is anticipated.

FY 2019 PROJECTS

Next Phases of the Red and Purple Modernization (RPM) Core Capacity Expansion Program

Purpose: The purpose of this project is to support conceptual planning and National Environmental Policy Act (NEPA) activities for the next phases of the Red and Purple Modernization (RPM) Core Capacity Expansion Program. The RPM Program is being delivered in phases to bring improvements sooner to the people who rely on the CTA Red and Purple lines. On January 9th 2017, RPM Phase One became the first Core Capacity project to receive a Full Funding Grant Agreement through the FTA's Capital Investment Grant Program. This project to identify the next phases of RPM will build upon the success of RPM Phase One.

The RPM Program, which includes the Red and Purple Lines from approximately Belmont station in Chicago to Linden station in Wilmette, is one part of CTA's efforts to enhance the entire Red Line and is identified in ON TO 2050 as a regionally significant project. This project is necessary to evaluate potential future project elements, including RPM Phase Two. It will include the capacity analysis, conceptual engineering, and early environmental review that are required to identify the next phases of RPM, stakeholder/outreach activities, and prepare materials to needed for the Project Development phase of the FTA's Capital Investment Grant Program as a Core Capacity project. The project is ready to begin and scalable.

Project Manager: Leah Mooney / Marlise Fratinaro

Progress: Commenced project initiation activities; prepared scope of work refinements.

Products: See progress notes.

Objectives for the Next Three Months: Continue project initiation activities; finalize scope of work.

FY 2020 PROJECTS

Program Development

Purpose: The purpose of this project is to support regional objectives by providing for the strategic participation of CTA in the region's transportation planning process including the development of the Regional Transportation Program (RTP) and the Transportation Improvement Program (TIP). It will facilitate CTA's efforts to coordinate the provision of capital projects for customers in its service area with regional programs and plans.

Project Manager: Michael Fitzsimons

Progress:

- Final scenarios developed to present FY 2020-2024 program of projects to CTA executive staff
- FY 2020 Budget Book – Development of Capital Program theme, budgets, projects, and supporting documents.
- Executed Grant Contracts for FTA 2019 Grants that included sections 5307,5337, and 5339
- Completed and submitted grant application for special discretionary grants that include Transit Security Grant Program, US DOT’s Better Utilizing Investments to Leverage Development (BUILD).

Products: See progress notes.

Objectives for the Next Three Months:

- Published CTA FY 2020 Budget, and hold public hearing(s).
- Submit FY 2020 Business Plan to RTA for review and approval
- Present CTA FY 2020-2024 CIP to CTA (November) and RTA (December) Boards. Where the funds and projects are introduced into the CIP based on the following: (1) federal FY 2020 authorization; (2) Anticipated Federal Discretionary Awards; (3) New State funding Programs – Bond and Pay go programs; and (4) CTA and Reprogrammed funds.
- Prepare closing CTA FY 2019-2023 CIP amendment to present at (November/December) and RTA (December) Boards.

Bus Priority Network Plan

Purpose: The purpose of the project is to support CTA and CDOT’s collaborative effort to develop a citywide Bus Priority Network Plan (BPNP) for Chicago that will identify corridors where bus enhancements are most appropriate based on high ridership, slow bus travel times, and other relevant factors. The BPNP will also include a toolbox of bus priority street treatments for the City of Chicago that would be considered for application in these corridors, ranging from small adjustments to pavement markings and curbside uses, to sophisticated signal changes and bus-only lanes. The BPNP will complete the CDOT suite of Complete Streets guiding documents that currently includes the Chicago Pedestrian Plan and the Streets for Cycling Plan 2020.

Project Manager: Jen Henry

Progress: Finalized scope for solicitation of consultant, began solicitation process, received responses, and began evaluation of proposals.

Products: See progress notes.

Objectives for the Next Three Months: Complete evaluation, select consultant, finish contract negotiations, receive Notice to Proceed, hold project kickoff meeting.

Council of Mayors

FY 2020 PROJECT

Subregional Transportation Planning, Programming and Management

Purpose: To provide for strategic participation by local officials in the region's transportation process as required by MAP-21, the Regional Planning Act, and further legislation. To support the Council of Mayors by providing program development, monitoring and active management of STP, CMAQ, SRTS, BRR, HPP, ITEP and other programs as needed, general liaison services, technical assistance and communication assistance.

Project Manager: Council of Mayors

Reporting Councils:

- All Councils have reported.
- Awaiting financial reporting from two councils.

Aggregated Progress:

Council Meetings:	27	STP-SF Projects Monitored:	6
Newsletters:	69	HPP Projects Monitored:	3
CMAQ Meetings:	106	STP-BR Projects Monitored:	75
STP Program Updates	9	TAP Projects Monitored:	61
STP Projects Let	17	SRTS Projects Monitored:	48
STP Projects Monitored:	282	HSIP Projects Monitored:	28
Project Kickoffs:	22	Other Projects Monitored:	72
FHWA Coordination Meetings:	13	TIP Amendments:	31
CMAQ Projects Monitored:	78		

Products:

Surface Transportation Program - each Council maintains an individual program which is regularly monitored, adjusted and reviewed. Information is continuously updated in the TIP database. They also work frequently and regularly with municipal officials, consultants, elected officials and agencies on project monitoring, implementation and completion.

Council: Central

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time		# of days late, if not on time	

Communications and Public Involvement & General Liaison

Please attach all Council Agendas and Minutes when submitting this quarterly report.

(Please note links should be for Council and Council Transportation meetings, not other non-related COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	N/A	Number of Council Meetings Held	1
Link(s) to Council Meeting Materials	N/A	Link to Council Meeting Dates:	N/A
Number of Council Newsletters/E-Mails	N/A	Link(s) to Newsletters/ E-mails**	N/A
Number of CMAP Meetings/ Trainings Attended	8	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- Project Selection Committee 7/18, and 9/5
- Transportation & PL Meeting 7/26, and 9/6
- Council of Mayors 8/20
- Coordination Meeting 8/29
- CMAQ Meeting 9/5

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Independent GIS Training
- Work on monthly Transportation newsletters for WCMC
- Monitor and work on RTA Cicero Connections
- Monitor and work on LTA West Suburban Chamber of Commerce and Industry TOD and COD Plan

- Monitor and work on LTA Cicero Comprehensive Plan
- Work with WSCCI LTA Plan
- Work with Cook County Bureau of Economic Development on Planning
- Project Management Seminars World
- IML

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	1	Number of STP Projects Monitored:	20
Number of STP Projects Let or Authorized:	3	Date of Council Adoption of Local Methodology/ APM Rules:	9/25
Link to Adopted Local Methodology:	n/a	Number of STP Workshops/Trainings held:	n/a
Link(s) to Workshop/Training Materials (presentations/ handouts):	n/a	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Regular monitoring and adjusting of the STP Program and TIP for all federally funded and certain state funded projects
- Continue to support GO TO 2040 Plan efforts
- Continue to support ON TO 2050 Plan efforts
- Continue Active Program Management for federally funded (STP, CMAQ, ITEP, etc.) projects
- Cook DuPage Corridor involvement
- TOD/COD study with CNT and rollout
- Planned Development Areas work with CNT
- I-290 IDOT study
- I-90 IDOT study
- WCMC Bike Committee and continuous update of Bike Plan

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	
Number of FHWA Coordination Meetings Held	2	Number of FHWA Coordination Meetings Attended:	2
Number of CMAQ Projects Monitored:	5	Number of TAP/ITEP Projects Monitored:	9
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	1

Work Product	Deliverable	Work Product	Deliverable
Number of HPP Projects Monitored:	1	Number of HSIP Projects Monitored:	
Number of HBP/STP-Bridge Projects Monitored:	1	Number of Other Projects Monitored:	1
Number of TIP Amendments submitted	5	Number of TIP Amendments submitted late:	

List other fund sources monitored

LTA

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- All the above including Central Council of Mayors meeting
- IDOT kick offs
- CMAP meetings
- Tollway I-294 study
- IML public works
- Newsletters
- Budgets
- Cook DuPage meeting with IDOT
- Local reach out and introduction
- Pace North Avenue Corridor
- Bike meetings and informational emails
- Des Plaines River Trail updates and meetings
- CMAP legislative working group
- CMAP STP selection committee
- Develop Central Council Regional Transportation Plan
- Central Council Regional Stormwater Plan

Council: DuPage

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time		# of days late, if not on time	

Communications and Public Involvement & General Liaison

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Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	Coming soon	Number of Council Meetings Held	5 (3 Trans Tech; 2 Trans Pol)
Link(s) to Council Meeting		Link to Council Meeting Dates:	LINK

Work Product	Deliverable	Work Product	Deliverable
Materials			
Number of Council Newsletters/E-Mails	0	Link(s) to Newsletters/ E-mails**	
Number of CMAP Meetings/ Trainings Attended	10	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- Project Selection Committee 7/18, and 9/5
- Transportation & PL Meeting 7/26, and 9/6
- Council of Mayors 8/20
- CMAP/IDOT Coordination Meeting 8/28
- CMAQ Meeting 9/5
- CMAP Board 9/11
- Harnessing Technology (CMAP Event) 9/17

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- MMC Environment Committee 8/6
- CCMAP Harnessing Technology 9/17
- Eight IDOT kickoff meetings
- DMCC transportation planning workshop 9/6

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:		Number of STP Projects Monitored:	60
Number of STP Projects Let or Authorized:		Date of Council Adoption of Local Methodology/ APM Rules:	9/18/2019
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	n/a
Link(s) to Workshop/Training Materials (presentations/		Local Call for Project Dates:	n/a for Q1

Work Product	Deliverable	Work Product	Deliverable
handouts):			
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Hosted Transportation Planning Workshop on 9/6 (presenters included: Todd Schmidt-CMAP; John Loper-DuPage County; Ryan Peterson-Kane/Kendall Council; Dan Persky-DMMC consultant; Mehul Patel, Kurtis Pozgay-Bensenville)

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:	8	Number of Kick Off Meetings Attended:	8
Number of FHWA Coordination Meetings Held	1	Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:	12	Number of TAP/ITEP Projects Monitored:	6
Number of STP-SF Projects Monitored:	1	Number of SRTS Projects Monitored:	8
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	3
Number of HBP/STP-Bridge Projects Monitored:	6	Number of Other Projects Monitored:	3
Number of TIP Amendments submitted	84	Number of TIP Amendments submitted late:	0

List other fund sources monitored

Rail-Highway Safety

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Attending IDOT Fall Planning Conference 10/3-4
- Trans. Tech meeting 10/24
- STP workshop (mandatory) 10/24

Council: Kane Kendall

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	100%	# of days late, if not on time	n/a

Communications and Public Involvement & General Liaison

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COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	2
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	2	Link(s) to Newsletters/ E-mails**	LINK
Number of CMAP Meetings/ Trainings Attended	12	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- CMAP Environmental and Natural Resources 7/11
- CMAP STP Project Selection Committee 7/18, and 9/5
- CMAP CMAQ Project Selection Committee 7/18, and 9/5
- CMAP Council of Mayors 8/20
- CMAP Coordinating Committee 9/11
- CMAP Board 9/11
- CMAP Freight Committee 9/16
- CMAP Bike/Ped Task Force 9/18
- CMAP Transportation Committee 9/20

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Batavia Bike Commission (7/8, 8/12, 9/9)
- Kane County Regional Planning Commission (7/10)
- Metra Citizens' Advisory Board (7/24)
- Fox Valley Sustainability Forum (7/31)
- RTA Board of Directors (8/22)
- IDOT/CMAP Coordination Meeting (8/29)
- Kendall County Mayors & Managers Meeting (9/4)
- DMMC Trails Workshop (9/6)
- IDOT Pedestrian Safety Exchange (9/10-9/11)

- CMAP Harnessing technology for a safer future (9/17)
- Active Transportation's Technical Advisory Committee (9/18)
- CMAP Focusing your plan for real results (9/24)
- APA Planning Conference (9/25-9/27)

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	1	Number of STP Projects Monitored:	12
Number of STP Projects Let or Authorized:		Date of Council Adoption of Local Methodology/ APM Rules:	7/19/19
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	n/a
Link(s) to Workshop/Training Materials (presentations/ handouts):	n/a	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

N/A

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	3
Number of FHWA Coordination Meetings Held		Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:	8	Number of TAP/ITEP Projects Monitored:	11
Number of STP-SF Projects Monitored:	2	Number of SRTS Projects Monitored:	10
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	12
Number of HBP/STP-Bridge Projects Monitored:	23	Number of Other Projects Monitored:	3
Number of TIP Amendments submitted	18	Number of TIP Amendments submitted late:	0

List other fund sources monitored

- IDNR Rec Trails (2)
- IDOT Economic Development Program (1)

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- CMAP Committee Meetings
- South Elgin Intergovernmental Focus Group
- IDOT Fall Planning Conference
- KKCOM Roadway Design Seminar
- CMAP Replica Software Training
- KKCOM Transportation Policy Committee
- Aurora Bike Commission
- Batavia Bike Commission
- Chicagoland Bike Sharing Forum Meeting
- IDOT ADA/PROWAG Training
- KKCOM Full Council Meeting
- KKCOM Bike & Pedestrian Committee Meeting
- Active Transportation Technical Trail Advisory Committee

Council: Lake

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	100%	# of days late, if not on time	

Communications and Public Involvement & General Liaison

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Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	1
Link(s) to Council Meeting Materials	LINK LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	N/A	Link(s) to Newsletters/ E-mails**	07-19; 07-25; 09-11; 09-17
Number of CMAP Meetings/ Trainings Attended	8	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- CMAP Coordinating Committee 7/17, and 9/11
- CMAQ Project Selection Committee 7/18, and 9/5

- Transportation & PL Meetings 8/2, and 9/20;
- Council of Mayors Exec 8/20
- Coordination Meeting 8/29
- STP Project Selection Committee 7/18, and 9/5
- CMAP Board 9/11
- CMAP Bike/Ped Task Force 9/18

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Northern Lakeshore Connectivity Plan Stakeholder Interview
- Lake County Paratransit Lead Agency Working Group Meeting
- RTA Human Services Transportation Plan Project Advisory Committee
- RTA North Central Service Corridor Stakeholder Advisory Group
- Lake County Coordinated Transportation Services Committee (LCCTSC)
 - Mundelein/IDOT coordination meeting for Village CMAQ project
- Northwest Municipal Conference Multi-Modal Transportation Plan Steering Committee IDOT/CMAP PL coordination meeting
- Meeting with Waukegan engineering staff regarding potential future projects
- Ride Lake County Central Paratransit service meeting
- Pace and Lake County coordination meeting
- Ride Lake County West Paratransit service meeting
- Active Trans Regional Trail Coalition Technical Advisory Committee
- Northern Lakeshore Connectivity Plan evening open house
- County STR/STP-C programming staff meetings
- Meeting with RTA Mobility Outreach Coordinator
- Continued work with LCDOT staff on Lake County’s upcoming Single Occupancy Vehicle (SOV) reduction study and assisted with project administration.
- Continued participation in Lake County’s bike path wayfinding signage study project and provided project assistance.
- Staff has also been providing staff support to the LCCTSC (a consortium of townships, not-for-profit public assistance organizations and municipalities) to coordinate and facilitate non-traditional transportation services for the disabled, the elderly and low-income constituencies in Lake County. In that capacity we have been working to implement demonstration projects in the County that are federally funded through RTA/FTA Section 5310 grants (Referred to as “Ride Lake County West and Central” services).
- Staff coordinated and attended meetings related to the LCCTSC and Ride Lake County services this quarter as well as provided the necessary staff support to manage the ongoing grant funded coordinated projects.

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	2	Number of STP Projects Monitored:	19
Number of STP Projects Let or Authorized:	3	Date of Council Adoption of Local Methodology/ APM Rules:	8/1/19
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	1; 9/6/19
Link(s) to Workshop/Training Materials (presentations/ handouts):	LINK	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Organized and attended Lake County Council of Mayors Transportation Committee and full Council meetings in July and August.
- Prepared for and held a Pre-Call for Projects STP Workshop on 9/6/19.
- Continued to develop application materials for future STP Call for Projects.
- Continued to work with LCCOM community staff regarding discussions on community ideas for potential projects aiming to apply to upcoming 2020 call for projects for STP-L.
- Prepared a GIS webmap of the CMAP pavement testing data for LCCOM communities to prepare for the upcoming local call for projects.
- Attended coordination meeting with Lake Forest and Metra for one of the City's STP projects.
- Continued to coordinate and manage the regional County STR/STP-C Program for Kane, Lake, McHenry and Will counties.
- Provided staff support to the LCCOM representative on COM Executive Committee and STP PSC.
- Staff continued to provide assistance to Antioch Township and Libertyville Township Road Districts regarding use of Township Bridge Program funds.
- Reviewed and submitted PPI's and agreements to IDOT for various project phases on behalf of LCCOM members.
- Submitted TIP changes for projects in accordance with deadlines.

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:	4	Number of Kick Off Meetings Attended:	4
Number of FHWA Coordination Meetings Held	1	Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:	9	Number of TAP/ITEP Projects Monitored:	5

Work Product	Deliverable	Work Product	Deliverable
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	2
Number of HPP Projects Monitored:	1	Number of HSIP Projects Monitored:	1
Number of HBP/STP-Bridge Projects Monitored:	14	Number of Other Projects Monitored:	30
Number of TIP Amendments submitted	78	Number of TIP Amendments submitted late:	0

List other fund sources monitored

- 1 TSCP; 2 GCPF; 1 IL Jobs Now
- 6 Rail Safety; 20 in the federal process targeting future federal funding.
- Staff is monitoring and assisting with projects that receive Recreational Trails, Rail Safety, Township Bridge Funds, High Speed Rail Hazard Elimination, Transportation, Community, and System Preservation (TCSP) funds, and Grade Crossing Protection Fund (GCPF) funding.

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Continue participation in various CMAP committee meetings.
- Continue active program management of LCCOM STP projects during the STP transition period.
- Increase project coordination with IDOT and CMAP staff based on project milestones.
- Submit appropriate IDOT forms, agreements and TIP changes for projects. Request project status updates from project sponsors of LCCOM STP projects.
- Prepare for and conduct Council Transportation Committee meeting in October and Full Council meeting in November.
- Enhance GIS webmap with CMAP pavement testing data to also include IDOT safety tier data for LCCOM communities to prepare for the upcoming local call for projects.
- Coordinate and attend IDOT kickoff meetings and fed coordination meetings for various LCCOM community projects. Participate in CMAP’s 2050 Making it Happen event in October.
- Attend IDOT Fall Planning Conference.
- Attend RTA Community Advisory Board meeting.
- Participate in various stakeholder group meetings.
- Continue participation in Lake County’s bike path wayfinding signage project and SOV reduction study meetings.
- Continue assistance to the LCCTSC and units of local government in Lake County regarding paratransit coordination and facilitate Lead Agency Working group meeting.
- Advertise and interview for the open LCCOM PL/DOT Planner staff position.

Council: McHenry

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	100%	# of days late, if not on time	

Communications and Public Involvement & General Liaison

Please attach all Council Agendas and Minutes when submitting this quarterly report.

(Please note links should be for Council and Council Transportation meetings, not other non-related COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	2
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	N/A	Link(s) to Newsletters/ E-mails**	09-13; 09-09; 08-22
Number of CMAP Meetings/ Trainings Attended	8	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100

* The link should be to the CoM site/main page (not the CoG or County).

**If an archive isn't posted, attach a pdf printout of the newsletter

List CMAP Meetings/Trainings Attended (note if attended by phone):

- STP Project Selection Committee 7/18, and 9/5
- Transportation & PL Meetings 8/2, and 9/20;
- Council of Mayors Exec 8/20
- CMAQ Project Selection Committee 9/5
- CMAP Board Meeting 9/11
- CMAP Bike/Ped Task Force 9/18

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- APA-IL State Conference
- McHenry County Active Communities Workgroup (monthly)
- Public Transportation Advisory Committee (PTAC)
- Regional Trail Coalition Technical Advisory Committee (TAC)

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:		Number of STP Projects Monitored:	2
Number of STP Projects Let or Authorized:	1	Date of Council Adoption of Local Methodology/ APM Rules:	09/19
Link to Adopted Local Methodology:	LINK LINK	Number of STP Workshops/Trainings held:	1; 9/6/19
Link(s) to Workshop/Training Materials (presentations/ handouts):		Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	1
Number of FHWA Coordination Meetings Held		Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:		Number of TAP/ITEP Projects Monitored:	3
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	3
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	4
Number of HBP/STP-Bridge Projects Monitored:	10	Number of Other Projects Monitored:	2
Number of TIP Amendments submitted	15	Number of TIP Amendments submitted late:	0

List other fund sources monitored

- Rail-Hwy Safety (2)

Upcoming Months

Activities planned for the next quarter (Oct., Nov., and Dec.)

- Three kick-off meetings with IDOT: 10/23, 10/30, one TBD
- Council of Mayors meeting: 11/14 (during which will be an STP workshop)
- MCCOM Bike/Ped plan RFQ sent – October
- MCCOM Bike/Ped plan consultant selection – November

Council: North Central

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	100%	# of days late, if not on time	

Communications and Public Involvement & General Liaison

Please attach all Council Agendas and Minutes when submitting this quarterly report. (Please note links should be for Council and Council Transportation meetings, not other non-related COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	Pending; ongoing	Number of Council Meetings Held	1
Link(s) to Council Meeting Materials	Target Launch 01/20	Link to Council Meeting Dates:	Pending; ongoing
Number of Council Newsletters/E-Mails	5	Link(s) to Newsletters/ E-mails**	Target Launch 01/20
Number of CMAP Meetings/ Trainings Attended	3	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	n/a

* The link should be to the CoM site/main page (not the CoG or County).

**If an archive isn't posted, attach a pdf printout of the newsletter

List CMAP Meetings/Trainings Attended (note if attended by phone):

- STP Project Selection Committee 7/18, and 9/5
- CMAQ Project Selection Committee 9/5

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Regular monitoring and adjusting of the STP Program and TIP for all federally funded and certain state funded projects;
- Continue to support ONTO 2050 Plan efforts;
- Continue Active Program Management for federally funded (STP, CMAQ, ITEP etc.) projects;
- Cook DuPage Corridor Involvement;

- Assisting Cook County with I-294 and North Avenue Study;
- Attendance at other pertinent meetings in support of PL Scope;
- Continued communication with the NCCOM regarding updates to methodology and assisting in CMAP's CFP;
- Maintaining creation and filing of all CoM UWP reports

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:		Number of STP Projects Monitored:	24
Number of STP Projects Let or Authorized:	1	Date of Council Adoption of Local Methodology/ APM Rules:	09/25
Link to Adopted Local Methodology:	Coming Soon	Number of STP Workshops/Trainings held:	
Link(s) to Workshop/Training Materials (presentations/ handouts):		Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Captured in other sections as pertains to launch of new CFP

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	0
Number of FHWA Coordination Meetings Held		Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:	10	Number of TAP/ITEP Projects Monitored:	4
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	9
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	1
Number of HBP/STP-Bridge Projects Monitored:	6	Number of Other Projects Monitored:	2
Number of TIP Amendments submitted	n/a	Number of TIP Amendments submitted late:	n/a

List other fund sources monitored

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Managing Des Plaines River Trail engineering effort and project development.

- Coordinating necessary agencies for Grand Avenue Underpass in Elmwood Park
- Continued work on new methodology and assisting communities with existing federal projects;
- Creation of new Council website; prepare application for new Local CFP;
- preparation of timeline for upcoming local CFP;
- attendance at IDOT FPC

Council: North Shore

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	66.66%	# of days late, if not on time	7

Communications and Public Involvement & General Liaison

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Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	1
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	16	Link(s) to Newsletters/ E-mails**	Attachments
Number of CMAP Meetings/ Trainings Attended	12	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100%

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- STP Project Selection Committee 7/18, and 9/5
- CMAQ Project Selection Committee 7/18, and 9/5
- CMAP Transportation Committee and PL Meetings 8/2, and 9/20
- Council of Mayors Executive Committee 8/20
- IDOT/CMAP Coordination Meeting 8/28
- CMAP Board 9/11
- CMAP Bike-Ped Task Force 9/18
- CMAP Transportation Committee and PL Meeting 9/20

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Fox River Valley Transportation Forum 7/31
- EV Charging Panel 8/1
- Shared Use Mobility Center Open House 8/1
- Pace Pulse Milwaukee Line Launch 8/15
- Northwest Council of Mayors Technical Committee 8/16
- NWMC Multimodal Transportation Plan Steering Committee 8/27
- North Shore Council Technical Committee 8/29
- NWMC Executive Board 9/4
- UIC Urban Forum 9/19
- NWMC Bike-Ped Committee 9/24
- NWMC Transportation Committee 9/26

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	1	Number of STP Projects Monitored:	12
Number of STP Projects Let or Authorized:	1	Date of Council Adoption of Local Methodology/ APM Rules:	9/11
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	
Link(s) to Workshop/Training Materials (presentations/ handouts):	n/a	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Captured in other sections as pertains to launch of new CFP

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	
Number of FHWA Coordination Meetings Held		Number of FHWA Coordination Meetings Attended:	
Number of CMAQ Projects	7	Number of TAP/ITEP Projects	5

Work Product	Deliverable	Work Product	Deliverable
Monitored:		Monitored:	
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	4
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	
Number of HBP/STP-Bridge Projects Monitored:	3	Number of Other Projects Monitored:	4
Number of TIP Amendments submitted	17	Number of TIP Amendments submitted late:	

List other fund sources monitored

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- NWMC Executive Board meetings,
- IDOT Fall Planning Conference 10/3-10/4
- CMAP Small Plans Big Ideas – Elgin 10/8
- CMAP Board meetings, ON TO 2050 Symposium 10/10
- NWMC Board meetings
- NWMC I-90/Barrington Rd Pace Station Tour 10/18
- NWMC Transportation Committee meetings
- CMAP Council of Mayors meetings
- Dempster & Oakton Station Phase II Kickoff 10/30
- Des Plaines River Trail Advisory Group 10/30
- STP and CMAQ Project Selection Committee meetings
- Metropolitan Mayors Caucus Environment Committee 11/12
- North Shore Council of Mayors Technical Committee 11/13
- NWMC Multimodal Plan Open House 11/13
- CMAP Transportation Committee meetings, PL Meetings
- NWMC Bicycle & Pedestrian Committee meetings
- CMAP Bike-Ped Task Force 12/18
- Develop STP application ahead of call for projects
- Hold workshop for member communities about call for projects

Council: Northwest

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	66.66%	# of days late, if not on time	7

Communications and Public Involvement & General Liaison

Please attach all Council Agendas and Minutes when submitting this quarterly report.

(Please note links should be for Council and Council Transportation meetings, not other non-related COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	1
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	16	Link(s) to Newsletters/ E-mails**	Attachments
Number of CMAP Meetings/ Trainings Attended	10	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	50%

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List CMAP Meetings/Trainings Attended (note if attended by phone):

- CMAP PL Training 7/2
- STP Project Selection Committee 7/18, and 9/5
- CMAQ Project Selection Committee 7/18, and 9/5
- Council of Mayors Executive Committee 8/20
- IDOT/CMAP Coordination Meeting 8/28
- CMAP Bike-Ped Task Force 9/18
- CMAP Transportation Committee and PL Meeting 9/20

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Northfield Committee of the Whole 7/16
- Pace Pulse Milwaukee Line Launch 8/15
- NWMC Multimodal Transportation Plan Steering Committee 8/27
- North Shore Council of Mayors Technical Committee 8/29
- NWMC Executive Board 9/4
- UIC Urban Forum 9/19
- NWMC Bike-Ped Committee 9/24
- NWMC Transportation Committee 9/26

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	1	Number of STP Projects Monitored:	56

Work Product	Deliverable	Work Product	Deliverable
Number of STP Projects Let or Authorized:	2	Date of Council Adoption of Local Methodology/ APM Rules:	9/11
Link to Adopted Local Methodology:		Number of STP Workshops/Trainings held:	
Link(s) to Workshop/Training Materials (presentations/handouts):	n/a	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- n/a

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:		Number of Kick Off Meetings Attended:	
Number of FHWA Coordination Meetings Held		Number of FHWA Coordination Meetings Attended:	
Number of CMAQ Projects Monitored:	12	Number of TAP/ITEP Projects Monitored:	12
Number of STP-SF Projects Monitored:	2 (pending approval)	Number of SRTS Projects Monitored:	2
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	
Number of HBP/STP-Bridge Projects Monitored:	4	Number of Other Projects Monitored:	4
Number of TIP Amendments submitted	38	Number of TIP Amendments submitted late:	1

List other fund sources monitored

- TIGER
- Local Funds
- IL Funds
- Truck Access Route Program
- Rail-Highway Safety
- RTA Tax
- MFT-Local
- Federal Flexible Match
- Private Funds

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- National Pkwy Phase II Kickoff 10/21

- Monthly Council meetings
- Northwest Council Technical Committee meeting December
- Monthly NWMC Transportation Committee meetings
- Monthly NWMC Bike-Ped Committee meetings
- Continue development of NWMC Multimodal Transportation Plan
- Attend CMAP Project Selection Committee meetings
- Attend CMAP Board
- Attend CMAP Transportation Committee and PL meetings
- Attend Council of Mayors Executive Committee meetings
- Hold public and member open house for NWMC Multimodal Transportation Plan
- Develop STP application ahead of call for projects
- Hold workshop for member communities about call for projects

Council: South

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time		# of days late, if not on time	

Communications and Public Involvement & General Liaison

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(Please note links should be for Council and Council Transportation meetings, not other non-related COG meetings. In the case of councils that took action on STP methodologies at a COG meeting(s), then those COG meetings should be listed for this quarter only.)

Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	9
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	8	Link(s) to Newsletters/ E-mails**	LINK
Number of CMAP Meetings/ Trainings Attended	10	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	80%

* The link should be to the CoM site/main page (not the CoG or County).

**If an archive isn't posted, attach a pdf printout of the newsletter

List CMAP Meetings/Trainings Attended (note if attended by phone):

- CMAP Transportation Committee and PL meetings
- Council of Mayors Executive Committee 8/20
- CMAP Board Meeting
- IDOT/CMAP Coordination Meeting 8/28

- STP Project Selection Committee
- CMAQ Project Selection Committee

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- State Street Corridor Study (Calumet City and Burnham)
- South Suburban Freight Study in Dolton and Riverdale
- Southland Public Works Directors
- South Cook Mobility on MED and RI Joe Orr Road extension
- West Lake Corridor

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:		Number of STP Projects Monitored:	20
Number of STP Projects Let or Authorized:	2	Date of Council Adoption of Local Methodology/ APM Rules:	9/10
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	
Link(s) to Workshop/Training Materials (presentations/ handouts):		Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Development of the Transportation GIS Webpage

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:	2	Number of Kick Off Meetings Attended:	1
Number of FHWA Coordination Meetings Held	2	Number of FHWA Coordination Meetings Attended:	2
Number of CMAQ Projects Monitored:	6	Number of TAP/ITEP Projects Monitored:	1
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	1

Work Product	Deliverable	Work Product	Deliverable
Number of HPP Projects Monitored:	1	Number of HSIP Projects Monitored:	
Number of HBP/STP-Bridge Projects Monitored:		Number of Other Projects Monitored:	
Number of TIP Amendments submitted	9	Number of TIP Amendments submitted late:	

List other fund sources monitored

- Invest in Cook

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Completing Invest in Cook Freight Study
- Developing a quiet zone for Riverdale and Dolton Developing of STP-Local application
- Call for Projects Training on December 10 Grant writing training on November 19th
- Assisting Phase 1 STP=Shred fund communities with QBS

Council: Southwest

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	0	# of days late, if not on time	30/60

Communications and Public Involvement & General Liaison

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Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	3
Link(s) to Council Meeting Materials	LINK	Link to Council Meeting Dates:	LINK
Number of Council Newsletters/E-Mails	Numerous	Link(s) to Newsletters/ E-mails**	LINK
Number of CMAP Meetings/ Trainings Attended	9	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100%

* The link should be to the CoM site/main page (not the CoG or County).

**If an archive isn't posted, attach a pdf printout of the newsletter

List CMAP Meetings/Trainings Attended (note if attended by phone):

- STP Project Selection Committee
- CMAP Transportation Committee
- PL Committee Meeting
- Council of Mayors Executive Committee
- CMAP Board Meeting
- PL STP Discussions

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars, workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- FHWA meetings
- Public Works Meetings
- SCM Annual Golf Outing
- STP Meetings with municipalities
- STP PSC Meeting
- Transportation Committee Meeting
- PL Meeting
- SCM TC Meeting
- SCM Business Meeting
- Funding Discussion
- CMAP Board Meeting
- CoM Executive Committee
- STP guideline reviews

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:	3	Number of STP Projects Monitored:	45
Number of STP Projects Let or Authorized:	4	Date of Council Adoption of Local Methodology/ APM Rules:	9/30
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	Q2
Link(s) to Workshop/Training Materials (presentations/ handouts):	Q2	Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- STP Guideline review and approval

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:	2	Number of Kick Off Meetings Attended:	2
Number of FHWA Coordination Meetings Held	3	Number of FHWA Coordination Meetings Attended:	3
Number of CMAQ Projects Monitored:	4	Number of TAP/ITEP Projects Monitored:	3
Number of STP-SF Projects Monitored:		Number of SRTS Projects Monitored:	6
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	
Number of HBP/STP-Bridge Projects Monitored:		Number of Other Projects Monitored:	3
Number of TIP Amendments submitted	3	Number of TIP Amendments submitted late:	

List other fund sources monitored

- 1 Recreational Trails project
- 1 Economic Development Fund project
- Natl Hwy Freight Program

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Fall Planning Conference
- CMAP Board Meeting
- SCM Transportation Committee Meeting
- Council of Mayors Executive Committee
- SCM Business Meeting
- SCM Public Works Committee Meeting
- STP Project Selection Committee Meeting
- SCM STP Workshop

Council: Will County

Work Product	Deliverable	Work Product	Deliverable
% of invoices on time	100%	# of days late, if not on time	

Communications and Public Involvement & General Liaison

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Work Product	Deliverable	Work Product	Deliverable
Link to Council* Website	LINK	Number of Council Meetings Held	
Link(s) to Council Meeting Materials		Link to Council Meeting Dates:	
Number of Council Newsletters/E-Mails	13 (linked below)	Link(s) to Newsletters/ E-mails**	LINK
Number of CMAP Meetings/ Trainings Attended	11	Percent of CMAP Transportation Committee, CMAP Board, Planning Liaison, Council of Mayors Exec Committee and MPO Policy Committee Meetings	100%

* The link should be to the CoM site/main page (not the CoG or County).

**If an archive isn't posted, attach a pdf printout of the newsletter

- 07/01: <https://mailchi.mp/f79cd3d0e451/newsletter-1817225>
- 07/15: <https://mailchi.mp/18a94b0e5ba2/newsletter-1824101>
- 07/22: <https://mailchi.mp/f01024af3ff1/newsletter-1827501>
- 07/29: <https://mailchi.mp/6d9910f21864/newsletter-1830429>
- 08/05: <https://mailchi.mp/9d96a65ccc56/newsletter-1834009>
- 08/12: <https://mailchi.mp/b11f87ef1f73/newsletter-1836825>
- 08/19: <https://mailchi.mp/1dbfd67d2c83/newsletter-1840317>
- 08/26: <https://mailchi.mp/24f23af4daec/newsletter-1843609>
- 09/03: <https://mailchi.mp/bb9ffd52f0db/newsletter-1847853>
- 09/09: <https://mailchi.mp/6800bbe9b485/newsletter-1851101>
- 09/16: <https://mailchi.mp/6cf9c78a5d17/newsletter-1855157>
- 09/23: <https://mailchi.mp/f24a28a3ce6b/newsletter-1859153>
- 09/30: <https://mailchi.mp/a0236878d09e/newsletter-1863197>

List CMAP Meetings/Trainings Attended (note if attended by phone):

- Transportation/PL Meetings 08/2, and 9/20
- CMAP Board 09/11
- CoM Executive Committee 8/ 20
- MPO Policy Committee didn't meet this quarter
- CMAP Land Use 7/2
- STP PSC 7/18 and 9/5
- Freight Committee Site Visit 9/5
- CMAP Freight Committee 9/16
- STP-C Meeting 9/20
- Focusing your plan for real results 9/24

Regional Planning Support and Technical Assistance

The PL program shall maintain a high level of expertise on transportation planning topics by attending and actively participating in local, regional, state, and national training, meetings, and conferences including corridor studies, guideline reviews, stakeholder groups, seminars,

workshops).

List all activities, meetings, or workshops attended that are of benefit to your Council or the Council of Mayors as a whole, and support the PL Scope of Services:

- Metropolitan Mayors' Caucus Electric Vehicles Meeting
- APA-IL State Conference
- Illinois Municipal League Conference for Suburban Purchasing Co-op

Program Development-Surface Transportation Program

Work Product	Deliverable	Work Product	Deliverable
Number of published Council STP Program Updates:		Number of STP Projects Monitored:	12
Number of STP Projects Let or Authorized:		Date of Council Adoption of Local Methodology/ APM Rules:	9/12
Link to Adopted Local Methodology:	LINK	Number of STP Workshops/Trainings held:	
Link(s) to Workshop/Training Materials (presentations/ handouts):		Local Call for Project Dates:	n/a for Q1
Link(s) to staff recommended active and contingency programs:	n/a for Q1	Public Comment Period Dates recommended council program:	n/a for Q1

List any other activities under STP Program:

- Individual STP Methodology Meetings with:
 - o Shorewood 7/31
 - o Braidwood 8/5
 - o Rockdale 8/5
 - o Romeoville 8/7
 - o Monee 8/7
 - o Lockport 8/19
 - o Peotone 8/20
 - o Diamond 9/6

Program Monitoring and Active Program Management

Work Product	Deliverable	Work Product	Deliverable
Number of Kick Off Meetings Held:	2	Number of Kick Off Meetings Attended:	2
Number of FHWA Coordination Meetings Held	2	Number of FHWA Coordination Meetings Attended:	1
Number of CMAQ Projects Monitored:	5	Number of TAP/ITEP Projects Monitored:	2
Number of STP-SF Projects Monitored:	1	Number of SRTS Projects Monitored:	2
Number of HPP Projects Monitored:		Number of HSIP Projects Monitored:	7

Work Product	Deliverable	Work Product	Deliverable
Number of HBP/STP-Bridge Projects Monitored:	8	Number of Other Projects Monitored:	20
Number of TIP Amendments submitted	26	Number of TIP Amendments submitted late:	

List other fund sources monitored

Upcoming Months--Activities planned for the next quarter (Oct., Nov., and Dec.)

- Fall Planning Conference
- WCGL TC Meeting 11/20
- In depth seminar on STP-L application process 12/18

Cook County

FY 2020 PROJECTS

Cook County Transit Study

Purpose: Cook County is ideally positioned to benefit from changes to the transit system given that it encompasses the entire CTA system (both train stations and bus routes), two-thirds of all Metra stations and more than three-quarters of Pace routes. Within the region, Cook County accounts for more than half the residents and jobs and 77 percent of all revenues collected to support public transportation. Moreover, its built environment is the most transit supportive of any within the Chicago metropolitan region. As noted in its long range transportation plan, Cook County competes with other US and international urban areas for businesses, people, capital and talent. To successfully compete, the County must ensure that its transit system offers residents and businesses realistic, high-quality choices.

The goal of this study is to improve the quality and frequency of transit service and increase ridership by identifying how existing resources can be better used, developing new capacity, making modifications to the existing public transit system, ensuring better integration between transit providers and various modes of transportation, evaluating the relative impact of planned improvements to the system, assessing fare structures, and supporting new development on vacant or underutilized land with high levels of transit availability.

Project Manager: Benet Haller, Cook County Department of Transportation and Highways

Progress: Request for Proposals issued in September of 2019 with responses received on or before November 1.

Products: None to date

Objectives for the Next Three Months: Evaluation committee will meet and rank proposals received. Procurement to open negotiations with preferred team.

Kane County

FY 2016 PROJECTS

Modeling and Public Outreach Components for Kane County's Long Range Transportation and Comprehensive Roadway Improvement Plans

Purpose: The Counties' Core Long-Range Transportation Planning (LRTP) Program provides for the ongoing development and maintenance of multi-jurisdictional plans needed to manage future growth and travel demand. These Plans are tools that guide the programming and planning of infrastructure improvements, services and the allocation of financial resources. A rotating planning cycle among the Counties insures that policies, strategies and projects are reviewed and updated on a periodic basis. This project will update the socio-economic projections and modeling efforts for the Kane County's long range comprehensive planning efforts. The project will also include an extensive public outreach effort.

Project Manager: Jackie Forbes, Chief of Planning and Programming, Kane County DOT

Progress: Consultant continues to provide KDOT with data and information related to the 2050 Plan project. KDOT staff and the consultant meet via conference call every other week to discuss progress and plan out next steps.

Products: List of projects for the 2050 Plan, maps as requested.

Objectives for the Next Three Months: Consultant will provide draft chapters of the plan for review, slides for a presentation to Kane County Transportation Committee, updated maps with the list of projects. Have two more invoices for second quarter, will be closer to spending all of the funding.

Metra

FY 2020 PROJECTS

PROGRAM DEVELOPMENT

Purpose: Program development of capital transit planning and development

Project Manager(s): Holly Waters, Allison Buchwach

Metra does not draw down until the grant agreement is signed. Please note that the Metra Programming Staff now consists of 4 so we will spend down before the end of the fiscal year.

Progress:

- Continued replacing Staff; interviewed Program Coordinator III
- Continued work on the 2019 Capital Program
- Working on 2020 Capital Program with new Illinois Bond program funds
- Preparing for FTA Triennial Review in September
- Established a Data Governance Committee for TAM

Products:

- Prepared August Capital Program Amendment that added funds for the 59th Street Station and Hybrid and Alternative Vehicles
- Preparing 2020-2024 Capital Program
- Working on RTA Business Plan Requirements

Objectives for the Next Three Months:

- Finalize the 2020-2024 Capital Program
- Submit RTA Business Plan
- Hire Program Coordinator III
- Prepare for 2020 NTD reporting
- Determine next steps for TAM

PACE

FY 2018 PROJECTS

Pace 2040 Comprehensive plan Update

Purpose: This program will provide an update of Pace’s Strategic Plan Vision 2020 – timeframe to 2040. In addition to modernization of the public trans system, work will include coordinating services, technological improvements including traveler information systems, improving passenger amenities, and advanced vehicle recommended principles. This project will touch on goals that include housing, environmental, and economic development, access to jobs and reducing emissions by diverting more travelers out of private cars and on to transit.

Project Manager: Tom Radak

Progress: Steering committee meetings held. Vision workshop held. Task 1-3 completed. Board presentation held. Branding presentation held. Board Planning committee meeting held. Task 4 completed. Board presentation to be held in November. Steering Committee 3 to be held in October.

Products: Task 1 tech memo was developed. Task 2 Branding and performance measures completed. Task 3 service enhancements completed. Task 4 Intelligent Technology/Research completed.

Objectives for the Next Three Months: Complete Tasks 5 and 6. Steering committee meetings Board Planning Committee meeting, Board presentation.

FY 2020 Projects

RIDESHARE SERVICE PROGRAM

Purpose: Funding ridematching software and a mobile app that meets the nationally recognized rideshare industry standards. The online matching tool is a critical component of the Pace Rideshare program and the new features will trigger changes to the website content, incentives offered, program approach and marketing. In addition, it will allow Pace to better support and grow the existing pace vanpool Program

The Pace RideShare Program helps the long-distance workday commuter and travelers where public transportation and ride hailing are not an option as they are too expensive, take over an hour or not available.

Project Manager: Kim Koy

Progress:

Products:

Objectives for the Next Three Months:

TIP DEVELOPMENT AND MODELING

Purpose: To develop a fiscally constrained Pace Bus Capital Improvement Program for the Northeastern Illinois region which is consistent with and supportive of the five-year regional TIP.

Project Manager: Jonathon Christ, Kris Skogsbakken

Progress:

Products: N/A

Objectives for the Next Three Months

RTA

FY 2017 PROJECTS

Community Planning Assistance to Local Governments

Purpose:

The Community Planning Program provides funding and planning assistance for planning projects that benefit the community and the regional transportation system. RTA staff performs program and project management activities in support of the program.

Project Manager: Michael Horsting

Progress:

- **Chicago South Shore 75th and 79th Corridor Study:** Key recommendations for the study area have been developed and vetted through the Steering Committee and with the public at a community meeting.
- **Cary Transit Oriented Development Plan:** Project development activities including procuring consultant assistance commenced this quarter.

Products:

- **Chicago South Shore 75th and 79th Corridor Study:** Key Recommendations and Community Meeting materials.
- **Cary Transit Oriented Development Plan:** None.

Objectives for Next Three Months:

- **Chicago South Shore 75th and 79th Corridor Study:** The draft plan will be completed to include recommendations and implementation strategy. The draft will be vetted through the RTA, the City, the transit agencies, Steering Committee and the public. Revisions will be made to the draft plan based on comments received from these various groups.
- **Cary Transit Oriented Development Plan:** Consultant selection will be made, and the RTA will execute contracts and agreements associated with the project.

FY 2017 PROJECTS

Community Planning Assistance to Local Governments

Purpose:

The Community Planning Program provides funding and planning assistance for planning projects that benefit the community and the regional transportation system. RTA staff performs program and project management activities in support of the program.

Project Manager: Michael Horsting

Progress:

- **Maywood TOD Plan Update:** The existing conditions analysis has been completed and reported out to the Steering Committee and Village staff.
- **Mundelein NCS Corridor Analysis:** Final draft service scenarios, financial projections for capital and operating improvements, and funding mechanisms have been developed and presented to the Steering Committee.

Products:

- **Maywood TOD Plan Update:** Existing Conditions Report
- **Mundelein NCS Corridor Analysis:** Draft Final Report

Objectives for Next Three Months:

- **Maywood TOD Plan Update:** Conduct first public workshop, distribute and collect community survey, and begin development of key recommendations.
- **Mundelein NCS Corridor Analysis:** Final presentation to elected and municipal officials throughout the region and final report.