

FISCAL YEAR 2006

UNIFIED WORK PROGRAM

Approved by Policy Committee Action – May 25, 2005
Amended by Policy Committee Action – June 22, 2005

**THIS REPORT WAS PREPARED IN
COOPERATION WITH THE FOLLOWING:**

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
FEDERAL TRANSIT ADMINISTRATION
ILLINOIS DEPARTMENT OF TRANSPORTATION**

**THE CONTENTS, VIEWS, POLICIES AND
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ARE NOT NECESSARILY THOSE OF
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Illinois Department of Transportation

Office of Planning and Programming
2300 South Dirksen Parkway / Springfield, Illinois / 62764

February 18, 2005

Mr. Michael VanMill
Executive Director
Kankakee County Regional Planning Commission
189 East Court Street
Kankakee, Illinois 60901

Dear Mr. VanMill:

This is a follow-up to the letter we sent on February 7, 2005. We are pleased to inform you that the federal funding mark allocated to you for FY2006 totaling \$156,349 is broken down as follows: \$133,848 PL Funds and \$22,501 FTA Funds.

All other stipulations set forth in the previous letter remain unchanged.

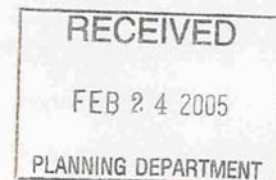
If you have any questions, please contact Sharon Durbin at (217) 785-2996.

Sincerely,

A handwritten signature in cursive script, appearing to read "Randall S. Blankenhorn".

Randall S. Blankenhorn, Chief
Bureau of Urban Program Planning

cc: Les Nunes
Sharon Durbin



FISCAL YEAR 2006

UNIFIED WORK PROGRAM

FOR TRANSPORTATION FOR THE

KANKAKEE METROPOLITAN AREA

INTRODUCTION

This report and attached tables comprise the Unified Work Program (UWP) for the Kankakee Area Transportation Study (KATS) for FY 2006 (July 1, 2005 through June 30, 2006). The following agencies perform transportation planning with the Kankakee metropolitan area and their work is coordinated through the UWP. The following agencies have agreed to cooperate and work toward completing the proposed products of this work program:

City of Kankakee
Village of Bradley
Village of Bourbonnais
Village of Aroma Park
Kankakee County
Illinois Department of Transportation
River Valley **METRO** Mass Transit District

Kankakee County has been designated as the “lead agency” and will coordinate the work and ensure compliance with State and Federal requirements.

The transportation planning outlined in this work program is funded through two federal subsidies. They are:

1. FHWA PL Funding. PL (Planning) funds provided through the Federal Highway Administration (FHWA) are allocated to KATS by the Illinois Department of Transportation (IDOT). PL funds are aimed primarily at highway planning needs, but can also be used for other related transportation planning work. The allocation to KATS for FY 2006 is \$133,848.
2. FTA Section 5303. Section 5303 funds provided through the Federal Transit Administration (FTA) are annually allocated to KATS by IDOT and are aimed primarily at planning needs related to public transit, both rural and urban. The allocation to KATS for FY 2005 is \$22,501.

The above funding is provided to KATS on the condition that it is matched by 20 percent local funding.

The man-hour and funding amounts for work products are given in tables attached at the end of this report. In most cases, several work products are lumped together because of uncertainties regarding the time needed to accomplish single tasks. Because of these uncertainties, amendments to this work program may be necessary as the years' work progresses, and the nature and extent of the tasks become more apparent.

PLANNING PRIORITIES

The Transportation Planning process in Kankakee County is a continuing one, with some of the most important work being done in response to the needs of the local community. Two staff members are involved with the transit activities in the area, both urban and rural, and their time involved in this effort is underwritten in the work element Transit Technical Assistance (TTA).

The compilation of data, and the reporting of that data to citizens and units of local government is another daily work activity, and is the work element Data Support (DS). The staff work in the Geographic Information Systems (GIS) area, and in the graphic activity to support the entire work program is the work element Graphic Support (GS). The secretarial activity to support the work program is the work element Secretarial Support (SS).

Annual reports are due in two of the work program work elements, the Unified Work Program (UWP) and the Transportation Improvement Program (TIP). The Unified Work Program details the annual work program of the Kankakee Area Transportation Study for the following year, while the Transportation Improvement Program details the planned expenditure of federal funding for transportation for the following three years.

The Long – Range Plan (LRP) is a document that was published in October 2004. There will be a minimum of staff time devoted to the continuing update of this work element.

The continuing effort of Public Involvement (PI) will continue to be supplemented by the data gathered in the 2000 Census. Areas of minority and low income residents will be identified. These areas will be targeted, and an effort to direct information will be made to these groups.

The Corridor Preservation (CP) work element began in FY 2000, and has been the source of a great deal of public input. The program will be brought to the Kankakee County Board for adoption during FY 2006.

A number of special studies are underway, including three Illinois Tomorrow Corridor Planning Grants through the Illinois Department of Transportation, and a Feasibility Study through IDOT – Division of Public Transportation. The management of these

studies falls under the work element Corridor Planning Grant Management (CPM) work element. The studies include:

- 6000 N Road/Warner Bridge Road Corridor Study – The announcement of a preferred location for a potential interchange with Interstate 57 at 6000 N Road prompted the application to study the east-west corridor centered on 6000 N Road from Warner Bridge Road to Vincennes Trail, and the north-south corridor centered on Warner Bridge Road from the Kankakee River at the Will County line to connect with Exit 308 on Interstate 57. The study has been adopted by the Kankakee County Board. The next phase of the study will be the right-of-way preservation phase, and will be covered in the Corridor Preservation (CP) work element.
- Washington Avenue – The current state of traffic congestion on the two main north-south corridors in the Urbanized Area (Kennedy Drive, U.S. Routes 45/52 and Kinzie Avenue, Illinois Route 50) prompted the application to study the addition of a north-south corridor along Washington Avenue in Kankakee, Bradley, and Bourbonnais. This study will be completed early in FY 2006.
- Land Use/Transportation Plan – This study is the update of the current Comprehensive Plan, adopted in 1992. The process will be completed mid-way through FY 2006.
- Feasibility Study for the Extension of Commuter Rail Service from University Park to Kankakee – Kankakee County made application for funds for the extension of commuter rail service, and was successful. A Task Force was formed of all of the communities along the potential rail line, and a consultant is under contract. The second phase of this study will undergo an application phase during FY 2006.
- It is anticipated that an application for the final round of Illinois Tomorrow Corridor Study funding will be submitted. The Transportation Subcommittee of the Kankakee County Regional Planning Commission is charged with exploring options for such a grant application.

Program Administration (AD) is the continuing process of administration of the Kankakee Area Transportation Study, of keeping other governmental agencies informed of the process, and of submitting billings for work performed to the Illinois Department of Transportation.

Title VI of the Civil Rights Act (42 U.S.C. 2000-1) states that “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, or activity receiving Federal financial assistance.”

The Executive Order on Environmental Justice further amplifies Title VI by providing that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.”

Title VI concerns will be addressed in the Public Involvement (PI) and Data Support (DS) work elements of this Unified Work Program.

WORK ELEMENT – UNIFIED WORK PROGRAM (UWP)

The Unified Work Program (UWP) document is prepared annually to coordinate and direct transportation planning in the Kankakee metropolitan area. The UWP coordinates planning related to transit, highways and other transportation modes. The program sub-allocates the various funding sources described above among the various work elements and studies proposed for the year. The UWP identified responsibilities and expected work products (printed in **bold type**) throughout this report.

During FY 2006, a Unified Work Program for FY 2007 will be prepared and published. Kankakee County will be the responsible agency. As needed, amendments to this FY 2006 UWP will be made under this work element.

Timing for the UWP will be: production of a draft document in March of 2006, and production and approval of a final document in May of 2006.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$2,611	\$439	\$763	\$3,813
Total	\$2,611	\$439	\$763	\$3,813

WORK ELEMENT – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) coordinates, budgets, and sets priorities for future highway, transit, and other transportation improvements of the KATS member agencies. The TIP lists, groups, and sets priorities for transportation improvements that are fiscally constrained, feasible, coordinated, non-conflicting, and in concert with other governmental improvements and private developments. Work in this element will develop the FY 2007 TIP and complete and/or modify the FY 2006 TIP, as needed.

To the extent possible, the TIP will: (1) set priorities for all major transportation improvements proposed over the next three years; (2) assess the financial needs and resources of the KATS member agencies; (3) include all proposed uses of federal highway and transit funds and be structured around realistic state and local revenue projections; (4) provide for a fair balance of highway and transit interests; (5) emphasize planning and cost-effective projects; (6) emphasize transportation projects that have minimal impact on the environment and the community; and (7) provide better services for those persons traditionally underserved by existing transportation systems, including persons with disabilities.

During FY 2006, the Transportation Improvement Program (TIP) responsibilities are as follows:

- 1. Kankakee County will be responsible for**
 - a. documentation and analysis of financial resource data.**
 - b. assembly, publishing, and distribution of the FY 2007 TIP, and for any modifications or changes needed to the FY 2006 TIP.**
 - c. obtaining input from transit providers.**
 - d. insuring that the TIP process conforms to the requirements of federal regulations.**

- 2. Member agencies are responsible for reporting progress on their programs at regular KATS meetings.**

Timing for the Transportation Improvement Program (TIP) document will include: the production of a draft document in May of 2006, and production and adoption of a final document in June of 2006.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$2,611	\$439	\$763	\$3,813
Planning Technician	\$1,357	\$228	\$396	\$1,982
Total	\$3,968	\$667	\$1,159	\$5,795

WORK ELEMENT – LONG – RANGE PLAN (LRP)

The most recent Long – Range Transportation Plan was adopted in FY 2005. This document will require ongoing maintenance until the next iteration, in FY 2010. A major update to the Kankakee County Comprehensive Plan will be ongoing during FY 2005 and FY 2006.

During FY 2006, the following work is expected in the Long – Range Plan (LRP) work element:

Kankakee County will be responsible for the data collection, analysis, written documentation, and presentation of the Long – Range Plan document to various public bodies, culminating in an approved Long – Range Plan document.

Timing for the Long – Range Plan will include: ongoing maintenance of the document.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$1,741	\$293	\$508	\$2,542
Total	\$1,741	\$293	\$508	\$2,542

WORK ELEMENT – CORRIDOR PRESERVATION (CP)

This work element was created in FY 2000, in recognition of the growing need to protect future rights-of-way to avoid conflicts with any future road construction. The work element was created at the same time as the Kankakee County Regional Planning Commission, a group that has the legal authority to preserve right-of-way.

During FY 2006, the following work is expected in the Corridor Preservation (CP) work element:

Kankakee County will be responsible for preparing a Corridor Preservation document to be presented for approval to the Kankakee County Board. This document will detail:

- **Clear corridor standards**
- **Rating of roadways by an objective system**
- **Recommendation of a clear corridor for each roadway in Kankakee County**
- **An adopted map with clear corridor recommendations for all public rights-of way in Kankakee County (with the exception of those within corporate boundaries and those within platted subdivisions)**

Timing of the report produced under this work element will be the production of a Corridor Preservation document by December of 2005, and approval of the concept by the Kankakee County Board at some point during the fiscal year.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$5,223	\$878	\$1,525	\$7,626
Planning Technician	\$905	\$152	\$264	\$1,321
Total	\$6,128	\$1,030	\$1,789	\$8,947

WORK ELEMENT – CORRIDOR PLANNING GRANT MANAGEMENT (CPM)

The special studies currently underway in this work element are listed on page 7 of this document and include three Corridor Studies under the Illinois Tomorrow Corridor Planning initiative, and a Feasibility Study granted through the Illinois Department of Transportation, Division of Public Transportation.

This work element recognizes the requirement to administer these four projects, and to prepare for a possible fifth special project.

During FY 2006, the following work is expected in the Corridor Planning Grant Management (CPM) work element:

- **Staff support for all oversight committees administering the special studies**
- **Billing for all work in each of the special studies**
- **All reports necessary for the Illinois Department of Transportation**
- **Progress and Status reports provided to the oversight committees**

Timing of the activity produced under this work element will be a various intervals, and will mainly be produced for local distribution, as there are no FHWA or IDOT reports listed in this work element.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Planning Director	\$5,245	\$882	\$1,532	\$7,659
Transportation Planner	\$6,093	\$1,024	\$1,779	\$8,897
Total	\$11,338	\$1,906	\$3,311	\$16,556

WORK ELEMENT – TRANSIT TECHNICAL ASSISTANCE (TTA)

There are currently two operating transit agencies with Kankakee County. The transit service for the rural area of the County is provided by SHOWBUS, and is administered by Kankakee County. The transit service for the urban area is provided by the River Valley *METRO* Mass Transit District, under the administration of their Transit Board. The transit planning assistance for each of these agencies has been provided since the inception of each under the umbrella of the MPO staff, and continues to be provided.

During FY 2006, Transit Technical Assistance (TTA) will be provided to both SHOWBUS and to the River Valley *METRO* on an ongoing basis. This assistance will consist of:

- 1. Attendance at regular and special meetings of both agencies**
- 2. Provision of technical assistance as requested by both agencies**
- 3. Monitoring of Operating and Capital Assistance activities by both agencies**

Timing of the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there are no FHWA or IDOT reports listed in this work element.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$2,611	\$439	\$763	\$3,813
Planning & Development Manager	\$2,129	\$358	\$622	\$3,109
Total	\$4,740	\$797	\$1,385	\$6,922

WORK ELEMENT – PUBLIC INVOLVEMENT (PI)

The Public Involvement (PI) work element provides for public input in all elements of the transportation planning process. In the past, this has been accomplished in a wide variety of ways, including: (1) attending meetings of, seeking advice from, and disseminating transportation planning information to existing community groups representing citizens and public entities, (2) scheduling and coordinating public hearings and informational meetings; (3) developing and disseminating non-technical or informational reports, and seeking feedback from these reports; (4) developing “press releases” and notifying the press of all meetings, agendas, and important issues prior to decisions on these issues; (5) maintaining an open meeting format for all KATS meetings and allowing input from the general public on all these issues during those meetings; and (6) maintaining open, accessible offices and, from these offices, answering questions and requests, in person or by telephone, from the general public, the press and organizations.

During FY 2006, the Planning Department website will aid in the dissemination of information to the public, and in the collection of public comments in a new way. All MPO meetings continue to have Legal Notices placed, and all other meetings have a posted Agenda at least 48 hours prior to the meeting.

During FY 2006, member agencies will involve the public in a timely manner regarding transportation issues and decisions. The means outlined above will be used, with responsibilities as follows:

- 1. Kankakee County will be the lead agency for Title VI reporting**
- 2. Member agencies directly responsible for highway construction projects will notify and involve the public about these projects**
- 3. Member agencies directly responsible for transit projects will notify and involve the public about these projects**
- 4. Kankakee County will notify the public and press of all Technical Advisory and Policy Committee meetings of the Kankakee Area Transportation Study**
- 5. Kankakee County will provide a listing of the meetings attended where public involvement is sought and obtained**

Timing for the Title VI report will be: draft report in May of 2006, and approval of a final document by June 2006.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Transportation Planner	\$5,223	\$878	\$1,525	\$7,626
Total	\$5,223	\$878	\$1,525	\$7,626

WORK ELEMENT – DATA SUPPORT (DS)

This is a continuing work element, meant to combine the field data collection activity of the MPO and the resource data collection and dissemination done in the office with the public. The analysis and reporting of the Census data resulting from the 2000 Census will be included in this work element. The maintenance of the data involved in the local classified roadway system is included, as are the data collection of transit related data.

During FY 2006, the staff of the MPO will develop and maintain the reports discussed above. Kankakee County will be responsible for the following:

- 1. Traffic count information**
- 2. Accident information**
- 3. Pavement condition information**
- 4. Evaluation of the MPO data base, specifically regarding information from the 2000 Census. The identification of low income and minority group areas will be noted for the Environmental Justice initiative**

Timing for the reports produced for this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT required report listed in this work element.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Planning Technician	\$5,645	\$949	\$1,649	\$8,243
Intern	\$1,233	\$207	\$360	\$1,800
Total	\$6,878	\$1,156	\$2,009	\$10,043

WORK ELEMENT – GRAPHIC SUPPORT (GS)

This is also a continuing work element, created in order to separate the graphic services of the MPO into one work element, so that the work output can be categorized. All of the mapping efforts of the MPO are included in this element, as are all the support provided toward the development of a GIS system.

During FY 2006, the staff of the MPO will develop and maintain the reports discussed previously in this document. Kankakee County will be responsible for the following:

- 1. Maintenance of a comprehensive base mapping system**
- 2. Computerization of base maps**
- 3. Progress toward GIS system**
- 4. All other graphic services required to support the other activities of this Unified Work Program**

Timing for the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT report list in this work element.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
GIS Coordinator	\$14,635	\$2,460	\$4,274	\$21,370
Total	\$14,635	\$2,460	\$4,274	\$21,370

WORK ELEMENT – SECRETARIAL SUPPORT (SS)

This is another continuing work element, and recognizes that the secretarial function is a vital part of the daily activities of the overall work program

During FY 2006, all the secretarial services connected with the transportation planning function of the MPO will be included in this work element.

Timing for the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT required report listed in this work element.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Office Manager	\$3,055	\$514	\$892	\$4,460
Total	\$3,055	\$514	\$892	\$4,460

WORK ELEMENT – PROGRAM ADMINISTRATION (AD)

This work element provides for the general administrative work of the Kankakee Area Transportation Technical Advisory and Policy Committee. In the past, this work has involved:

1. Administering and coordinating the IDOT Planning Services contract. This includes preparing quarterly progress reports, financial statements, and annual completion reports, where necessary, for State and Federal contracts, and related record keeping and other documents for audit purposes. Similar reports and records are prepared and maintained to meet the accounting requirements of the local participants.
2. Procuring necessary supplies, office space and equipment, hiring and supervising employees, managing employee benefits, performing employee evaluations, setting and disbursing salaries, and similar activities necessary to maintain the MPO, but not readily attributable to other more specific work elements.
3. Certifying the Urban Transportation Planning Progress for conformance with applicable State and Federal guidelines and regulations.
4. Assuring equal opportunities to Disadvantaged Business Enterprises (DBE) and minorities, in general, in UWP contracts and subcontracts.

Throughout FY 2006, member agencies of the Kankakee Area Transportation Study will perform administrative work similar to that described above, as needed. Kankakee County will be responsible for general correspondence, record keeping, and necessary services for KATS. FTA Section 5303 and FHWA PL grant administration and planning process certification will be a shared activity between IDOT and Kankakee County. Kankakee County and IDOT will enter into a Planning Services contract. Kankakee County will prepare quarterly progress and expenditure reports, financial statements and annual contract closeout reports as in the past.

Timing for the reports required under this work element will be: Progress reports and billings will be submitted quarterly. The annual contract will be prepared and signed prior to the beginning of FY 2006.

Job Title	PI Funding	5303 Funding	Local Funding	Total Funding
Planning Director	\$5,301	\$891	\$1,548	\$7,740
Transportation Planner	\$6,965	\$1,171	\$2,034	\$10,168
Total	\$12,266	\$2,062	\$3,582	\$17,908

WORK ELEMENT – INDIRECT OVERHEAD COSTS (ID)

This work element contains all of the indirect overhead costs incurred during the performance of the work identified in this document. It includes: administrative salaries, fringe benefits, facility use and maintenance, books and supplies, printing and reproduction, audit and accounting reports, and telephone and postage.

The calculations required to establish the Indirect Overhead Cost rate will be revisited during the current fiscal year.

There are no finished products for this work element, as it is the support element for all the other work elements in the Unified Work Program.

Job Title	Sub-Total Salaries	Indirect Overhead Costs	Total
Planning Director	\$15,399	\$11,087	\$26,486
Transportation Planner	\$48,298	\$34,775	\$83,073
Planning and Development Manager	\$3,109	\$2,238	\$5,347
GIS Coordinator	\$21,370	\$15,386	\$36,756
Office Manager	\$4,460	\$3,211	\$7,671
Planning Technician	\$11,546	\$8,313	\$19,859
Intern	\$1,800	\$1,296	\$3,096
Total	\$105,982	\$76,306	\$182,288

NON-PERSONNEL ITEMS

All of the following items will be compiled into a work element titled “Non-Personnel Expenses.”

Computer Equipment/Supplies

Each year the computer and printing equipment of the MPO are upgraded to be able to produce the work products envisioned in the Unified Work Program. The mapping ability of the MPO has been upgraded to a significant degree in the past, as have the work stations for each of the individuals involved in the transportation planning process.

Printing supplies required to directly support documents such as the **FY 2007 Unified Work Program**, and the **FY 2007 Transportation Improvement Program** will be charged against this line item.

Travel Expenses

Each year the transportation staff attend the Fall Planning Conference put on by IDOT, and the travel related costs of this conference are paid from this line item. There are other travel expenses involved in field work each year, and various staff members also attend other conferences.

Special Transportation Grant

At the direction of the MPO Policy Committee, communities of less than 1,000 persons who are member agencies of the MPO can apply for funding to compensate professional staff contracted to attend the Technical Advisory and Policy Committee meetings. An hourly rate for billing has been contracted, and the local agencies are required to submit billings to the MPO.

Other Expenses

Expenses toward public notices, room rental for public meetings, and other expenses related to the transportation program not related to personnel expenses are contained in this work element.

FINANCIAL

TABLES

TOTAL BUDGET – FEDERAL PLUS LOCAL

WORK ELEMENT	SALARIES/ OVERHEAD	EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$3,813	\$0	\$3,813
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$5,795	\$0	\$5,795
LONG RANGE PLAN (LRP)	\$2,542	\$0	\$2,542
CORRIDOR PRESERVATION (CP)	\$8,947	\$0	\$8,947
CORRIDOR PLANNING GRANT MANAGEMENT (CPM)	\$16,556	\$0	\$16,556
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$6,922	\$0	\$6,922
PUBLIC INVOLVEMENT (PI)	\$7,626	\$0	\$7,626
DATA SUPPORT (DS)	\$10,043	\$0	\$10,043
GRAPHIC SUPPORT (GS)	\$21,370	\$0	\$21,370
SECRETARIAL SUPPORT (SS)	\$4,460	\$0	\$4,460
PROGRAM ADMINISTRATION (AD)	\$17,908	\$0	\$17,908
SUBTOTAL	\$105,981	\$0	\$105,981
INDIRECT COSTS (ID)	\$76,306	\$0	\$76,306
NON-PERSONNEL EXPENSES	\$0	\$13,150	\$13,150
TOTAL	\$182,287	\$13,150	\$195,437

**FEDERAL FUNDING (PL FUNDS) ADMINISTERED THROUGH
IDOT**

WORK ELEMENT	SALARIES/ OVERHEAD	EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$2,611	\$0	\$2,611
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$3,968	\$0	\$3,968
LONG RANGE PLAN (LRP)	\$1,741	\$0	\$1,741
CORRIDOR PRESERVATION (CP)	\$6,128	\$0	\$6,128
CORRIDOR PLANNING GRANT MANAGEMENT (CPM)	\$11,338	\$0	\$11,338
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$4,740	\$0	\$4,740
PUBLIC INVOLVEMENT (PI)	\$5,223	\$0	\$5,223
DATA SUPPORT (DS)	\$6,878	\$0	\$6,878
GRAPHIC SUPPORT (GS)	\$14,635	\$0	\$14,635
SECRETARIAL SUPPORT (SS)	\$3,055	\$0	\$3,055
PROGRAM ADMINISTRATION (AD)	\$12,266	\$0	\$12,266
SUBTOTAL	\$72,583	\$0	\$72,583
INDIRECT COSTS (ID)	\$52,260	\$0	\$52,260
NON-PERSONNEL EXPENSES	\$0	\$9,005	\$9,005
TOTAL	\$124,843	\$9,005	\$133,848

**FEDERAL FUNDING (SECTION 5303) ADMINISTERED
THROUGH IDOT**

WORK ELEMENT	SALARIES/ OVERHEAD	EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$439	\$0	\$439
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$667	\$0	\$667
LONG RANGE PLAN (LRP)	\$293	\$0	\$293
CORRIDOR PRESERVATION (CP)	\$1,030	\$0	\$1,030
CORRIDOR PLANNING GRANT MANAGEMENT (CPM)	\$1,906	\$0	\$1,906
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$797	\$0	\$797
PUBLIC INVOLVEMENT (PI)	\$878	\$0	\$878
DATA SUPPORT (DS)	\$1,156	\$0	\$1,156
GRAPHIC SUPPORT (GS)	\$2,460	\$0	\$2,460
SECRETARIAL SUPPORT (SS)	\$514	\$0	\$514
PROGRAM ADMINISTRATION (AD)	\$2,062	\$0	\$2,062
SUBTOTAL	\$12,202	\$0	\$12,202
INDIRECT COSTS (ID)	\$8,785	\$0	\$8,785
NON-PERSONNEL EXPENSES	\$0	\$1,514	\$1,514
TOTAL	\$20,987	\$1,514	\$22,501

LOCAL FUNDING TO MATCH FEDERAL FUNDING

WORK ELEMENT	SALARIES/ OVERHEAD	EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$763	\$0	\$763
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$1,159	\$0	\$1,159
LONG RANGE PLAN (LRP)	\$508	\$0	\$508
CORRIDOR PRESERVATION (CP)	\$1,789	\$0	\$1,789
CORRIDOR PLANNING GRANT MANAGEMENT (CPM)	\$3,311	\$0	\$3,311
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$1,385	\$0	\$1,385
PUBLIC INVOLVEMENT (PI)	\$1,525	\$0	\$1,525
DATA SUPPORT (DS)	\$2,009	\$0	\$2,009
GRAPHIC SUPPORT (GS)	\$4,274	\$0	\$4,274
SECRETARIAL SUPPORT (SS)	\$892	\$0	\$892
PROGRAM ADMINISTRATION (AD)	\$3,582	\$0	\$3,582
SUBTOTAL	\$21,196	\$0	\$21,196
INDIRECT COSTS (ID)	\$15,261	\$0	\$15,261
NON-PERSONNEL EXPENSES	\$0	\$2,630	\$2,630
TOTAL	\$36,457	\$2,630	\$39,087

SPECIAL

GRANTS

HNTB Corporation
The HNTB Companies
Urban Design+Planning

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Chicago, IL 60606

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May 6, 2005

HNTB

Mr. Michael Lammey
Kankakee County Planning Department
189 East Court Street
Kankakee, Illinois 60901

Re: Land Use and Transportation Study
Kankakee County, Illinois
Expenditure of planning funds, July 1, 2005 to June 30, 2006

Dear Mr. Lammey,

In response to your inquiry, we anticipate completing Task 5 by the end of August 2005. Based on our percentage complete schedule, we will be at 98% for the period July 1 to August 1. Therefore, we will only bill \$4000 for the remaining work on Task 5 after July 1, 2005.

There is an outstanding issue regarding the Tri-Village zoning overlay proposal, which is estimated at \$26,000. In order to expedite this potential project, Mike Van Mill had mentioned the possibility of issuing this work as a supplement to our current contract. If this is the case, our total billing for the new fiscal year will total \$30,000.

If you have any questions or concerns, please feel free to call me at your convenience.

Sincerely,

Joseph Clemens, AICP
Senior Planner
HNTB Corporation