At the March 9, 2012 NOACA Board meeting I gave a presentation on the need for NOACA to maintain and update its regional travel demand model. In it I mentioned that two major requirements necessary to update our current model are data obtained from a Household Travel Survey and an On-Board Transit Survey.

**Household Travel Survey**

The Household Travel Survey is currently underway regionwide, having been approved by the NOACA Board in Resolution 2011-007. We are now several months into the main survey and weekly reports are showing positive progress.

**On-Board Transit Survey**

Through discussions at the NOACA Transit Council, it was decided that the on-board transit survey, which would involve the six transit operators in the region as well as NOACA, would best be managed by GCRTA. GCRTA has direct experience with procuring a consultant for an on-board survey and is the largest transit operator in the region. As a means of coordinating the efforts of all the participants in the survey, providing technical oversight, and distributing the local matching funds required, the parties agreed to enter into an interagency agreement. The interagency agreement, attached as Exhibit A, provides for the following:

- Commits all parties to work together for the successful completion of the survey
- States that GCRTA will be the project sponsor with responsibilities for consultant procurement and project management
- Calls for NOACA to program the necessary STP funds for the survey
- Establishes the NOACA Transit Council, with additional members from ODOT and FTA and NOACA Staff, as the Technical Committee responsible for oversight of the project
- Distributes the local funding requirement among GCRTA, NOACA and Laketran
Resolution 2012-017

In order to move forward with the On-Board Transit Survey, three actions by the NOACA Board are necessary. Resolution 2012-017 addresses these actions. They are:

1. Authorizes Howard Maier, as Executive Director, to execute the Interagency Agreement.
2. Authorizes the allocation of $120,000 in local funds as NOACA’s share of the matching requirements for STP funding
3. Amends the NOACA Plan and TIP to include the project, programming $1,000,000 in STP funding for the Survey (Shown on the attached Exhibit B

Staff recommends the approval of Resolution 2012-017 as a necessary element in maintaining a certified regional travel demand model.
RESOLUTION NO. 2012-017
(REGIONAL ON-BOARD TRANSIT SURVEY)

RESOLUTION OF THE GOVERNING BOARD
OF THE
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA), is the Metropolitan Planning Organization (MPO) for the five Northeast Ohio counties of Cuyahoga, Geauga, Lake, Lorain, and Medina; and

WHEREAS, NOACA is engaged, through Governing Board action and staff technical work, in a transportation planning process designed to meet the needs, requirements, goals and objectives of national, state and local governmental; and

WHEREAS, one element of a certified transportation planning process is the maintenance of an up to date and technically accurate regional travel demand model; and

WHEREAS, maintaining an up to date regional travel demand model requires the continuous input of data from a variety of sources, some collected by NOACA staff and other data that must be collected by experienced professional consultants; and

WHEREAS, one set of data needed to update the regional travel demand model will be obtained through an On-Board Transit Survey, which will require the use of professional consultants; and

WHEREAS, the Greater Cleveland Regional Transit Authority (GCRTA) has agreed to be the project sponsor for the regional On-Board Transit Survey based on prior experience and its status as the largest transit operator in the region; and

WHEREAS, conducting a regional On-Board Transit Survey will require the participation and cooperation of all the transit operators within the region, and NOACA, to produce a successful survey and the data needed for the modeling process; and

WHEREAS, the project will be funded by NOACA attributable STP funds, with local match (20%) provided by GCRTA, NOACA, and LAKETRAN; and

WHEREAS, it is useful that all the parties to this study enter into an Interagency Agreement that outlines the duties and responsibilities of each participant, as well as the distribution of local match requirements; and

WHEREAS, a draft Interagency Agreement (Exhibit A) has been, or will be adopted, by all the participants prior to the initiation of the project.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Northeast Ohio Areawide Coordinating Agency, consisting of forty-four principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:
**Section 1:** The NOACA Transportation Plan and Transportation Improvement Program (TIP) are amended to include the attached project as shown on the attached Exhibit B.

**Section 2:** The Executive Director is hereby authorized to enter into the referenced Interagency Agreement for the On-Board Transit Survey.

**Section 3:** The Executive Director is hereby authorized to allocate $120,000 in local funds as NOACA’s share of the required local match.

**Section 4:** The Executive Director is hereby authorized to transmit a certified copy of this resolution to the appropriate Federal, State and local agencies.

Certified to be a true copy of a Resolution of the Governing Board of the Northeast Ohio Areawide Coordinating Agency adopted this 13th day of April, 2012.

Secretary: __________________________

Date Signed: 4-13-12
INTERAGENCY AGREEMENT BY AND BETWEEN THE NORTHEAST OHIO AREAWIDE COORDINATING AGENCY, THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY, GEAUGA COUNTY TRANSIT, LAKETRAN, LORAIN COUNTY TRANSIT, BRUNSWICK TRANSIT ALTERNATIVE, AND MEDINA COUNTY PUBLIC TRANSIT FOR THE CONDUCT OF A REGIONAL ON-BOARD TRANSIT SURVEY

This Agreement is made this _____ day of March, 2012, by and between the Northeast Ohio Areawide Coordinating Agency ("NOACA"), with a business address of 1299 Superior Avenue, Cleveland, Ohio 44114-3204, the Greater Cleveland Regional Transit Authority ("GCRTA"), with a business address of 1240 W. 6th Street, Cleveland, Ohio 44113, Geauga County Transit, with a business address of 12555 Merritt Rd., Chardon, Ohio 44024, Laketran, with a business address of 555 Lakeshore Blvd, Painesville Township, Ohio 44077, Lorain County Transit, with a business address of 226 Middle Ave., Fourth Floor, Elyria, Ohio 44035, Brunswick Transit Alternative, with a business address of 4095 Center Rd., Brunswick, OH 44212, and Medina County Public Transit, with a business address of 6094 Wedgewood Rd., Lafayette, OH 44256, collectively referred to as "the Parties."

WHEREAS, NOACA is the Metropolitan Planning Organization ("MPO") for the five Counties within Northeast Ohio: Cuyahoga, Geauga, Lake, Lorain, and Medina; and

WHEREAS, NOACA is required by federal law to have a validated travel demand model in order to qualify for Federal Transit Administration ("FTA") New Starts funding and other FTA grant funding; and

WHEREAS, a Regional On-Board Survey ("Survey") will provide data necessary to maintain a fully functioning and certified travel demand model; and

WHEREAS, the Parties to this Agreement understand the importance of participating in and the coordination and planning of the Survey which will include all five counties within Northeast Ohio; and

WHEREAS, a Survey has not been conducted in Northeast Ohio since the early 1990s and is required every ten (10) years for New Starts grant funding.

WHEREAS, the Survey is estimated to cost one million two hundred fifty thousand dollars ($1,250,000.00) and is anticipated to begin in September 2012 and conclude in December 2013; and

WHEREAS, GCRTA has the means of conducting the procurement of the Survey vendor, administering the contract, and managing the Survey project.

NOW, THEREFORE, in consideration of the mutual promises, covenants and obligations contained herein, the Parties agree as follows:
Section 1. The Study will be directed by a Technical Committee comprised of members of the NOACA Transit Council, a member of the NOACA transportation planning staff, and a representative from the Ohio Department of Transportation.

Section 2. GCRTA will develop the scope of services for the Survey with final approval given by the Technical Committee.

Section 3. GCRTA will conduct the procurement of the Survey, administer the contract, and manage the ongoing efforts of the Survey Contractor with the assistance of the Technical Committee.

Section 4. NOACA will be responsible for securing one million dollars ($1,000,000.00) in federal STP funding.

Section 5. The Parties to this Agreement will provide the requisite Local Match which will not exceed a total amount of two hundred fifty thousand dollars ($250,000.00), with individual contributions, as follows:

- GCRTA $120,000.00
- NOACA $120,000.00
- Laketran $10,000.00
- Geauga County Transit In Kind Services*
- Lorain County Transit In Kind Services*
- Brunswick Transit In Kind Services*
- Medina County Transit In Kind Services*

* In Kind Services include staff time necessary to coordinate the survey with GCRTA and the Survey contractor.

Section 6. This Agreement will terminate upon either the conclusion of the Study or at such time as all deliverables in the Study have been completed and accepted by the Technical Committee, whichever is later, but no longer than four (4) years from the effective date of the Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and made effective as of the date written above.
NOACA
By: ________________________
Date: _____________________

GEAUGA COUNTY TRANSIT
By: ________________________
Date: ______________________

LAKETRAN
By: ________________________
Date: ______________________

MEDINA COUNTY PUBLIC TRANSIT
By: ________________________
Date: ______________________

GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY
By: ________________________
Date: ______________________

Joseph A. Calabrese, CEO
General Manager/Secretary-Treas.

The legal form and correctness of the within instrument are hereby approved

General Counsel, Deputy General Manager for Legal Affairs

LORAIN COUNTY TRANSIT
By: ________________________
Date: ______________________

BRUNSWICK TRANSIT ALTERNATIVE
By: ________________________
Date: ______________________
# SFY 2012 - 2015 Transportation Improvement Program

## Highway and Bikeway Element

### Amendments

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<td>CUY NOACA REGIONAL ON BOARD TRANSIT SURVEY</td>
<td>On Board Transit Survey</td>
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PE=preliminary engineering, RW=right of way, C=construction, PEDD=preliminary engineering detailed design, PEPD=preliminary engineering preliminary development, AR=archeological recovery