

Appendix C

Ashland Bus System Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING
Between the Kentucky Transportation Cabinet
and
FIVCO Area Development District
and the
Ashland Bus System**

This Memorandum of Understanding is made between the Kentucky Transportation Cabinet (hereinafter referred to as KYTC), the FIVCO Area Development District (hereinafter known as FIVCO), and the Ashland Bus System (hereinafter known as ABS).

Whereas, the SAFETEA-LU requires the establishment of agreements between State, the MPO, and the operator of public transit, and

Whereas, FIVCO is the designated MPO for the Ashland Urbanized Area, and

Whereas, ABS is the Public Transit Operator in Ashland, and

Whereas, FIVCO has established several functional groups to assist and advise it on transportation planning and programming issues. Membership in these groups includes representatives from Boyd County, Greenup County, ABS, and KYTC.

The agencies mutually agree as follows:

1. A Unified Planning Work Program (UPWP) will be prepared in cooperation with KYTC and ABS. The UPWP will include *Major Investment Studies*, if agreed that such studies are necessary.
2. The development and/or update of a *Comprehensive Multi-Modal Transportation Plan* with at least a twenty-year planning horizon.
3. The development and approval of a *Transportation Improvement Program (TIP)*.
4. The development of a financial plan that demonstrates the consistency of the TIP and Metropolitan Transportation Plan with available projected sources of revenues.
5. The development of a Congestion Management System in cooperation with KYTC. The Congestion Management System shall be coordinated with the development of the Metropolitan Transportation Plan.

6. The development and implementation of a proactive public involvement plan.
7. The collection and sharing of transportation system information within the Metropolitan Planning Area, including the collection of Highway Performance Monitoring System (HPMS) information for the KYTC.
8. The UPWP shall include the current "Civil Rights Assurance" and the Title VI Approval.

KYTC's Responsibilities (In cooperation with Ashland Area MPO/FIVCO and ABS)

1. The development of an Intermodal Statewide Transportation Plan that covers at least a twenty-year period. This Transportation Plan is to include FIVCO Year 2035 Recommended Transportation Plan.
2. The development of a twenty-year listing of planned improvements on State jurisdiction highways to assist FIVCO in developing a Metropolitan Transportation Plan that is consistent with the available and projected revenues.
3. The development of statewide management systems for:
 - a. Pavement Management
 - b. Bridge Management
 - c. Congestion Management
 - d. Safety Management
 - e. Intermodal Management
 - f. Public Transportation Facilities and Equipment Management Systems
 - g. Traffic Monitoring
4. The development of the Statewide Transportation Improvement Program (STIP) that includes the Ashland Area MPOs Transportation Improvement Program (TIP).
5. The provision of estimated federal and state funds necessary for the development of a fiscally constrained TIP by the Ashland Area MPO.
6. The development of a cooperative process to identify potential *Major Investment Studies* and procedures and undertake such studies.
7. The collection and sharing of transportation system information within FIVCO ADD and Ashland Area MPO jurisdiction.
8. The provision of a staff liaison to participate in transportation planning activities.
9. The administration of state and federal Transportation Planning Assistance Funds to carry out the transportation planning process.

Ashland Bus System Responsibilities

1. The provision of necessary data for the analysis and support of the Public Transportation Management System, Congestion Management System and other management systems when appropriate.
2. The participation in the update of the Metropolitan Transportation Plan, and the development of the Transit Development Plan.
3. The provision of necessary data for the development of the TIP to include financial analysis information.
4. The provision of a staff liaison to participate in the transportation planning activities.
5. The provision of necessary data to complete the “Civil Rights Assurance,” the “Title VI Approval”, and the “DBE Goal” requirements.