

**Amendment #2      2026**

**Policy Board Date:      4/23/26**

**Changes Included:**

1. This amendment includes adjustments in the 2026 staff hour allocations to accommodate the removal of tasks related to the update of the Transportation Safety Plan and the Intelligent Transportation System (ITS) plan. MTPO staff hours are still allocated to support the City of Topeka Public Works Department in the development and implementation of the Comprehensive Safety Action Plan.
2. The removal of consultants for the Transportation Safety Plan and ITS plan updates. A total estimated decrease of \$225k to the total cost of the 2026 budget.

**(Budget tables and updated document attached)**

## MTPO 2026 UPWP Amdt 2 Staff Hours

UPWP		Planning Director	Office Specialist	Multimodal Planner	Transportation Manager	Transit Planner	Total Labor Hours
Task	Activities						
<b>1 Program Support and Administration</b>							
1.1	General Administration		350	150	275		775
1.2	Committee Support			300	115		415
1.3	UPWP and Budget			275	150		425
1.4	Training			100	70		170
1.5	Direct Non-Staff Charges						
<b>2 Long-Range Planning</b>							
2.1	Metropolitan Transportation Plan (Consultants)						
2.2	Metropolitan Transportation Plan (Staff)			225	350		575
<b>3 Short-Range Planning</b>							
3.1	Transportation Improvement Program			30	160		190
<b>4 Meaningful Public Involvement</b>							
4.1	Public Participation Plan and Title VI Compliance			60	65		125
<b>5 Complete Streets</b>							
5.1	Bikeways and Pedestrian Activities			760	650		1410
5.2	Transit Supportive Dev. Plan (Consultants)						
<b>6 Corridor and Special Studies</b>							
6.1	General Studies and Plan Review			80	70		150
6.2	Target Setting for Performance Measures			10	80		90
6.3	Comprehensive Safety Action Plan (Staff)			70	75		145
<b>7 Regional ITS Architecture Planning</b>							
7.1	Regional ITS Architecture			20	20		40
<b>8 Public Transit Planning</b>							
8.1	Public Transit Planning					1383	1383
<b>TOTALS</b>		<b>0</b>	<b>350</b>	<b>2080</b>	<b>2080</b>	<b>1383</b>	<b>5893</b>

Percent of Time Spent on MPO-funded Activities    0.00%    16.83%    100.00%    100.00%    66.49%

## MTPO 2026 UPWP Amdt 2 Fully-Loaded Labor Costs & Non-Direct Charges

UPWP Task	Activities	Consultant & Supply Costs	Planning Director	Office Specialist	Multimodal Planner	Transportation Manager	Transit Planner	Total Labor & Non-Direct Charges	% of Total UPWP Cost
1	Program Support and Administration								20%
1.1	General Administration		\$ -	\$ 10,489.50	\$ 6,150.00	\$ 15,213.00	\$ -	\$ 31,852.50	
1.2	Committee Support		\$ -	\$ -	\$ 12,300.00	\$ 6,361.80	\$ -	\$ 18,661.80	
1.3	UPWP and Budget		\$ -	\$ -	\$ 11,275.00	\$ 8,298.00	\$ -	\$ 19,573.00	
1.4	Training		\$ -	\$ -	\$ 4,100.00	\$ 3,872.40	\$ -	\$ 7,972.40	
1.5	Direct Non-Staff Charges	\$ 49,244.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,244.00	
2	Long-Range Planning								24%
2.1	Metropolitan Transportation Plan (Consultants)	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000.00	
2.2	Metropolitan Transportation Plan (Staff)		\$ -	\$ -	\$ 9,225.00	\$ 19,362.00	\$ -	\$ 28,587.00	
3	Short-Range Planning								2%
3.1	Transportation Improvement Program		\$ -	\$ -	\$ 1,230.00	\$ 8,851.20	\$ -	\$ 10,081.20	
4	Meaningful Public Involvement								1%
4.1	Public Participation Plan and Title VI Compliance		\$ -	\$ -	\$ 2,460.00	\$ 3,595.80	\$ -	\$ 6,055.80	
5	Complete Streets ( <i>IJA Section 11206 requires a minimum of 2.5% of the UPWP budget for increasing safe and accessible transportation options.</i> )								40%
5.1	Bikeways and Pedestrian Activities		\$ -	\$ -	\$ 31,160.00	\$ 35,958.00	\$ -	\$ 67,118.00	
5.2	TMTA Transit Supportive Dev. Plan (Consultants)	\$ 190,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000.00	
6	Corridor and Special Studies								3%
6.1	General Studies and Plan Review		\$ -	\$ -	\$ 3,280.00	\$ 3,872.40	\$ -	\$ 7,152.40	
6.2	Target Setting for Performance Measures		\$ -	\$ -	\$ 410.00	\$ 4,425.60	\$ -	\$ 4,835.60	
6.3	Comprehensive Safety Action Plan (Staff)		\$ -	\$ -	\$ 2,870.00	\$ 4,149.00	\$ -	\$ 7,019.00	
7	Regional ITS Architecture Planning								0%
7.1	Regional ITS Architecture		\$ -	\$ -	\$ 820.00	\$ 1,106.40	\$ -	\$ 1,926.40	
8	Public Transit Planning								10%
8.1	Public Transit Planning		\$ -	\$ -	\$ -	\$ -	\$ 63,936.09	\$ 63,936.09	
	<b>TOTAL</b>	<b>\$ 364,244.00</b>	<b>\$ -</b>	<b>\$ 10,489.50</b>	<b>\$ 85,280.00</b>	<b>\$ 115,065.60</b>	<b>\$ 63,936.09</b>	<b>\$ 639,015.19</b>	<b>100%</b>
	Direct Labor (Hourly Rates as of 6-18-2025)		\$ 46.18	\$ 18.96	\$ 30.08	\$ 42.82	\$ 35.38		
	Fully Loaded Labor (Hourly)		\$ 71.63	\$ 29.97	\$ 41.00	\$ 55.32	\$ 46.23		

## MTPO 2026 UPWP Amdt 2 Itemized Budget

UPWP Task	Activities	Complete Streets			Total
		Federal CPG (80%)	Federal CPG (100%)	Local Share (20%)	
<b>1 Program Support and Administration</b>					
1.1	General Administration	\$ 25,482.00		\$ 6,370.50	\$ 31,852.50
1.2	Committee Support	\$ 14,929.44		\$ 3,732.36	\$ 18,661.80
1.3	UPWP and Budget	\$ 15,658.40		\$ 3,914.60	\$ 19,573.00
1.4	Training	\$ 6,377.92		\$ 1,594.48	\$ 7,972.40
1.5	Direct Non-Staff Charges				
	Software Licenses	\$ 9,351.20		\$ 2,337.80	\$ 11,689.00
	Office Supplies/Printing/Advertising	\$ 2,816.00		\$ 704.00	\$ 3,520.00
	Staff Conference Costs/Travel	\$ 3,600.00		\$ 900.00	\$ 4,500.00
	City IT Fees	\$ 8,253.60		\$ 2,063.40	\$ 10,317.00
	Topeka Speaks Software	\$ 15,374.40		\$ 3,843.60	\$ 19,218.00
<b>2 Long-Range Planning</b>					
2.1	Metropolitan Transportation Plan (Consultants)	\$ 100,000.00		\$ 25,000.00	\$ 125,000.00
2.2	Metropolitan Transportation Plan (Staff)	\$ 22,869.60		\$ 5,717.40	\$ 28,587.00
<b>3 Short-Range Planning</b>					
3.1	Transportation Improvement Program	\$ 8,064.96		\$ 2,016.24	\$ 10,081.20
<b>4 Meaningful Public Involvement</b>					
4.1	Public Participation Plan and Title VI Compliance	\$ 4,844.64		\$ 1,211.16	\$ 6,055.80
<b>5 Complete Streets</b>					
5.1	Bikeways and Pedestrian Activities		\$ 67,118.00		\$ 67,118.00
5.2	TMTA Transit Supportive Dev. Plan (Consultants)		\$ 190,000.00		\$ 190,000.00
<b>6 Corridor and Special Studies</b>					
6.1	General Studies and Plan Review	\$ 5,721.92		\$ 1,430.48	\$ 7,152.40
6.2	Target Setting for Performance Measures	\$ 3,868.48		\$ 967.12	\$ 4,835.60
6.3	Comprehensive Safety Action Plan (Staff)	\$ 5,615.20		\$ 1,403.80	\$ 7,019.00
<b>7 Regional ITS Architecture Planning</b>					
7.1	Regional ITS Architecture	\$ 1,541.12		\$ 385.28	\$ 1,926.40
<b>8 Public Transit Planning</b>					
8.1	Public Transit Planning	\$ 51,148.87		\$ 12,787.22	\$ 63,936.09
<b>TOTAL</b>		<b>\$ 305,517.75</b>	<b>\$ 257,118.00</b>	<b>\$ 76,379.44</b>	<b>\$ 639,015.19</b>

## MTPO 2026 UPWP Amdt 2 Summary of Changes

### Cost and Shares

	Total Cost of Program	Total Federal Share (CPG)	Eligible Costs (Covered at 80%)	Complete Streets (Covered at 100%)	Total Local Share	City of Topeka	TMTA
Original	\$ 614,015.19	\$ 542,492.55	\$ 286,090.55	\$ 256,402.00	\$ 71,522.64	\$ 58,735.42	\$ 12,787.22
Amendment 1	\$ 864,015.19	\$ 740,566.15	\$ 493,796.15	\$ 246,770.00	\$ 123,449.04	\$ 110,661.82	\$ 12,787.22
<b>Amendment 2</b>	<b>\$ 639,015.19</b>	<b>\$ 562,635.75</b>	<b>\$ 305,517.75</b>	<b>\$ 257,118.00</b>	<b>\$ 76,379.44</b>	<b>\$ 63,592.22</b>	<b>\$ 12,787.22</b>
<i>Change</i>	\$ (225,000.00)	\$ (177,930.40)	\$ (188,278.40)	\$ 10,348.00	\$ (47,069.60)	\$ (47,069.60)	\$ (0.00)

### Estimates of Available CPG Funds

	Est. 2026 CPG Allocation	Est. 2025 CPG Carryover	Est. Total CPG Available	Programmed 2026 CPG	Remaining 2026 CPG
Original	\$ 345,000.00	\$ 547,000.00	\$ 892,000.00	\$ 542,492.55	\$ 349,507.45
Amendment 1	\$ 345,000.00	\$ 547,000.00	\$ 892,000.00	\$ 740,566.15	\$ 151,433.85
<b>Amendment 2</b>	<b>\$ 345,000.00</b>	<b>\$ 547,000.00</b>	<b>\$ 892,000.00</b>	<b>\$ 562,635.75</b>	<b>\$ 329,364.25</b>
<i>Change</i>	\$ -	\$ -	\$ -	\$ (177,930.40)	\$ 177,930.40