

FY 2023



National Capital Region
Transportation Planning Board

Work Program Progress Report

**DECEMBER 2022
FY 2023**

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

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The TPB approved its FY 2023 Unified Planning Work Program (UPWP) in March 2022. The TPB Work Program Progress Report summarizes each activity for December. In addition, this report concludes with status updates reflecting timelines for all ongoing program plans and projects. Please reference the 2023 UPWP for details concerning the approved budget, and work description for each task. The following graphics identifies all the activities in the UPWP.

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Task 1	BUDGET	Billed this month	% Funds Expended	UPWP Page
LONG RANGE TRANSPORTATION PLANNING	\$1,122,781	\$74,167	33%	35

1. LONG-RANGE TRANSPORTATION PLANNING

1.1 – Visualize 2045 Implementation

There has been no activity at this time.

1.2 – Environmental Justice and Equity

Staff continued analysis of data to inform the environmental justice analysis and development of the presentation for the TPB and its technical committee. Staff initiated development of the Visualize 2045 Update Environmental Justice Report.

1.3 – Future Plan Development

Staff updated the DOTs on the progress of the Visualize 2050 financial analysis. Initial inputs were received from some of the DOTs. A briefing to local jurisdictions for their financial inputs was prepared for the January Technical Committee meeting.

Staff continued discussions related to the schedule for the LRTP update. Staff continued to work on draft spreadsheets for agency review to support the zero-based budgeting approach to the 2024 update technical inputs solicitation.

1.4 – Federal Compliance

Staff updated the website to initiate the federal certification review desk audit.

1.5 – Policy Board-Directed Activities

There has been no activity at this time.

	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION IMPROVEMENT PROGRAM	\$428,463	\$17,647	42%	37

2. TRANSPORTATION IMPROVEMENT PROGRAM

2.1– Transportation Improvement Program (TIP)

At its meeting on December 2, 2022, the TPB Steering Committee adopted two resolutions approving amendments to the FY 2023-2026 TIP. TPB SR11-2023, requested by MDOT added a net total of approximately \$56.7 million for the MD 6 La Plata Safety and Accessibility Improvements Project, the MD 97 at Montgomery Hills Highway Reconstruction project, and the US 15/US 40 Frederick Freeway Reconstruction project. TPB SR12-2023, requested by VDOT, added \$6 million in funding the I-495 Southside Express Lanes Advance Activities.

2.2–TIP Database Support

Contractor EcolInteractive, continued to provide their Software as a Solution platform, customized and branded as TPB’s Project InfoTrak database application, as well as ongoing bug fixes and help desk support for staff and member agency users. Under an expanded contract for professional services, EcolInteractive developed and refined customizations of the software platform, and performed other specialized tasks, including customization of TIP fund programming fields to disallow negative amounts

being programmed, enhancements to the Fund Change Detail Report, modifying the Grouped Projects module to serve a similar purpose for Overarching Projects, development of a Financial Constraint tool that would accommodate inputs from multiple agencies.

Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING ELEMENTS	\$3,064,119	\$221,385	30%	39

3. PLANNING ELEMENTS

3.1 Performance-Based Planning

Staff briefed the TPB and the TPB Technical Committee on the final targets developed for the Highway Safety and Transit Safety performance measures. The final targets were adopted by the board at its December meeting.

Staff started work on an updated System Performance Report (Appendix D of Visualize 2045) with information from 2022 in preparation for federal certification review.

Staff attended the VDOT OIPI quarterly MPO meeting.

3.2 Congestion Management Process

The regularly scheduled December 8 virtual meeting of the Vehicle Probe Data Users Group was organized and conducted, discussing transportation surveys focused on travel behavior impacts of the pandemic; VDOT analysis of traffic conditions using vehicle probe data, and a TPB staff regional twelve-year bottleneck analysis.

Staff continued CMP data compilation and analysis for upcoming Quarterly Reports.

3.3 Systems Performance, Operations, and Technology Planning

Planning continued for future meetings of the Systems Performance, Operations, and Technology Subcommittee (SPOTS) and related activities.

3.4 Transportation Emergency Preparedness Planning

The regularly scheduled December 14 meeting of the Transportation Emergency Preparedness Committee (R-ESF 1) was organized and conducted, discussing current regional transportation emergency preparedness issues.

3.5 Transportation Safety Planning

The TPB approved the 2019-2023 federally mandated Performance-Based Planning and Programming (PBPP) highway safety targets at its December 21, 2022 meeting. Federal regulations require MPOs to set such safety targets annually.

Staff, in coordination with the Subcommittee Chair, organized and conducted the regularly scheduled December 13, 2022, meeting of the TPB Transportation Safety Subcommittee. The agenda included a briefing by the City of Laurel on its Regional Roadway Safety technical assistance project, and a briefing by TPB staff on the application period for the FY 2024 Regional Roadway Safety Program.

3.6 Bicycle and Pedestrian Planning

Staff attended a meeting of the Capital Trails Coalition Meeting on December 15.

Staff served as project monitors for two TLC projects. Staff attended an independence Avenue TLC meeting on December 15, and a meeting on Montgomery County Streetlight Guidance on December 19.

3.7 Regional Public Transportation Planning

The Regional Public Transportation Subcommittee met in December, with an in-person option for the first time since the pandemic began. Agenda items included: K Street Transitway Update by DDOT; an overview of the WMATA Customer Segmentation Project; TPB items: 2022 State of Public Transportation Report Preparations, Transit Safety Target Update, Visualize 2050 plans, and the FY 2024 Unified Planning Work Program; and concluded with a jurisdictional roundtable and thoughts for 2023.

Staff compiled responses to a survey of MATOC TTF participants on transit service and ridership trends in support of post-pandemic analysis.

Staff attended a WMATA Bus Network Redesign meeting and the monthly WMATA JCC meeting, as well as a TRB Transit Ridership Analysis Webinar.

3.8. Freight Planning

For the National Capital Region Freight Plan Update (the Plan), the consultant team continued its analysis of data provided by Staff and other sources. Staff participated in a project update meeting with the consultant team on December 22.

3.9 Metropolitan Area Transportation Operations Coordination Program Planning

The regularly scheduled December 15 MATOC Operations Subcommittee virtual meeting was organized and conducted, discussing preparations for the upcoming holiday travel period, the status of newly opened facilities, and an agency roundtable on major work activities.

The regularly scheduled December 16 virtual meeting of the MATOC Steering Committee was organized and conducted, discussing communications, coordination, and Traffic Incident Management topics.

3.10 Resiliency Planning

The new Transportation Planner IV conducted discussions about potential implementation options for this UPWP item. Staff continued to review materials from prior TPB transportation planning and resiliency planning activities, as well as federal resources, training materials/videos and peer MPO resiliency planning activities. The RFP was drafted for the Phase II resiliency study, and a presentation was drafted on new transportation resiliency planning program to be presented to TPB Technical Committee in January.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION	\$913,276	\$69,355	31%	45

4. PUBLIC PARTICIPATION

4.1 Public Participation and Outreach

Work was completed on an evaluation of the TPB’s public involvement activities. This study was conducted by the consulting firm Foursquare ITP, whose services were procured through ICF, the TPB’s on-call consultant. It is timely because it follows up on two years of outreach for the long-range plan update and it will precede the federal certification review of the TPB’s planning process, which is expected in early 2023. The report will be finalized in December and presented to the TPB Technical Committee, the CAC, and the AFA.

The TPB Community Advisory Committee (CAC) met on Thursday, December 15. The committee discussed the 2020 update on regional climate goals and emission trends, and the final recommendations from the 2022 TPB Public Participation Evaluation. The meeting was online-only.

Staff wrapped up CAC recruitment. The application period was scheduled to be open between mid-October and December 5. Staff advertised the application widely through emails, TPB News and Facebook. 77 applications were received. In December, staff reviewed the applications and developed a list of staff recommendations. Staff forwarded these recommendations to the TPB officers after they were selected at the December TPB meeting. The TPB officers are responsible for nominating a slate of 24 members. The new CAC membership was scheduled to be approved by the TPB in January. The new two-year term for the CAC will begin in February of 2023 and end in January of 2025.

4.2 Communications

The following stories were featured in TPB News and in COG news releases:

- **Highlights from the 2022 Annual Meeting, December 15, 2022**
- **November 2022 TPB meeting recap: safety targets, long-range transportation plan update, December 20, 2022**
- **TPB Safety Roundtable highlights state DOT initiatives, December 21, 2022**
- **TPB approves \$2.3M in federal funding for D.C. transportation projects, December 21, 2022**
- **Transportation Planning Board elects Charles County's Reuben B. Collins II to serve as 2023 Chair, December 21, 2022**

Staff updated pages on the COG website related to transportation. Staff shared information about TPB activities via social media.

Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$3,364,641	\$226,302	33%	47

5. TRAVEL FORECASTING

5.1 Network Development

Network development staff developed a draft memo listing the detailed assumptions used in transit network coding in the 2022 Update to Visualize 2045. This memo will be shared with the TPB Technical Committee as part of the Transportation Inputs Solicitation and with the Regional Public Transportation Subcommittee as part of a request for the state and local transportation agencies to provide updated transit coding assumptions associated with inputs for the 2024 Update to the Long-Range Transportation Plan, which will be known as “Visualize 2050.”

Staff continued development of a new base transit network for use in the upcoming air quality conformity (AQC) analysis of the 2024 update to the LRTP. This work included downloading raw General Transit Feed Specification (GTFS) data from each transit provider and reformatting that data to be used in a series of Microsoft Access queries to determine transit route frequency and run-time information. It

also included continued review of bus and rail fares and bus route information not included in the GTFS data.

Staff responded to multiple information requests from consultants working for the Maryland Department of Transportation (MDOT) and the Virginia Department of Transportation (VDOT).

Staff continued to work on an automated procedure in COGTools that will perform Quality Assurance/Quality Control (QA/QC) checks on the transportation network files exported from the Unified Network Database. This procedure will likely include four sub-modules for highway network checks and seven sub-modules for transit network checks. Staff developed a prototype procedure and released it for internal testing on December 13. The testing is underway.

5.2 Model Development and Support

The Travel Forecasting Subcommittee (TFS) meets in odd-numbered months, so it did not meet in December. Nonetheless, staff prepared meeting highlights for the November 18 Travel Forecasting Subcommittee (TFS) meeting and began preparing the agenda for the January 27 TFS meeting.

Based on staff's review of the 2019 Air Passenger Survey (APS) in October, the Planning Data and Research (PDR) Team staff found and fixed an error in a SAS script that was used to process the survey data, updated the APS data files and documentation, and shared them with the Travel Forecasting and Emissions Analysis (TFEA) Team on December 22. Staff plans to conduct a second round of review of the data and documentation. The air passenger trip tables from the 2019 APS, after quality assurance, could be included in the next release of the Gen2/Ver. 2.4 Model and in the Gen3, Phase 2, Model.

Updating of the MWCOG model development strategic plan, last updated in 2015, is currently on hold due to other work priorities.

Generation 2/Ver. 2.4 Travel Model

Staff developed a walkshed generation process in Python based on GeoPandas. Staff tested the GeoPandas process and decided to replace the current ArcPy-based process with the new GeoPandas-based process in the next release of the Gen2/Ver. 2.4 Model. Staff also tested the new process in different computer environments (e.g., Anaconda, Miniconda, Mambaforge). Documentation is underway.

Staff completed the testing of the TRANSIMS ModeChoice software (Ver. 7.5.7) in the Gen2/Ver. 2.4 Model and recommended its use in the next release of the Gen2/Ver. 2.4 Model, in place of the outdated AEMS software. Documenting the testing results is on hold due to other work priorities.

Generation 2/Ver. 2.4 Public Transport (PT) Travel Model

No updates.

Generation 3 Travel Model

Regarding the consultant-assisted project to develop the TPB's next-generation travel demand forecasting model, known as the Gen3 Model, which will be an activity-based travel model (ABM) implemented in ActivitySim software:

- COG held two check-in meetings with RSG and BMG, the consultants on the Gen3 Model development project, on December 6 and 22.
- Staff continued to work on the Gen3, Phase 1, Model received from RSG in January. Specifically,
 - RSG addressed the sensitivity issue in the time-of-day choice model that COG staff uncovered in a prior sensitivity test. COG staff plan to repeat the sensitivity test to verify RSG's fix. This task is on hold as COG staff are waiting for a working Gen3 Model from RSG.

- COG staff downloaded the latest Gen3 Model on December 6 but failed to run the model. COG staff found out that RSG staff had been making software changes directly to the main branch without following the conventional Git workflow. Per suggestion from staff, RSG staff created a developmental branch for untested code changes. RSG is also testing the Gen3 Model code on the main branch to make sure it works.
- COG staff developed a “mini” version of the Gen3, Phase 1, Model for functionality tests. Staff tested the mini version both on an on-premises travel modeling server and on an on-demand cloud server. As compared to the full model, the “mini” version has a much smaller footprint on the servers in terms of runtime and storage space used.
- As the Gen3 Model, Phase 2, development started in March, staff continued to work with RSG on the development of the Phase 2 Model. Specifically,
 - COG staff estimated three component models as part of the Phase 2 model development and documented their estimation work in a draft technical report. The report is currently under review.
 - RSG staff transmitted the process that generated the estimation data bundle (EDB) files used for the Phase 2 model estimation work. COG staff, however, failed to run the process on a COG computer. Per request from COG staff, RSG uploaded all the files that are needed to run this process and created a memorandum, dated December 20, that documents the EDB generation process. COG staff plans to review the memo and run the process to verify.
 - RSG proposed an outline for the Gen3 Model User’s Guide on November 23. Staff performed reviews and provided feedback on November 29 and December 5. The outline is now finalized.
 - RSG staff are conducting non-mandatory tour destination choice model calibration. Per request from RSG, COG staff reviewed and agreed on the proposed methodologies.
 - Staff continued to make enhancements and bug fixes to the Gen3 Model. Specifically, staff cleaned up transit skimming/assignment report files in the Gen2 Model, Gen2_PT Model and Gen3 Model and pushed the code changes to the respective GitHub repositories.
- As the Box account for the Gen3 Model development project was running out of space, staff cleaned up the Box drive, archived some of the data files and moved them to SharePoint. Staff also shared the SharePoint link with the project team.
- Staff requested RSG to replace Anaconda with Miniconda or Mambaforge in the Gen3 Model due to an Anaconda licensing issue that could affect firms with over 200 employees. After consulting with RSG and COG staff, the project team decided to go with Mambaforge.

Software support

Working with COG’s Office of Information Technology (IT), TPB staff continued to maintain the software and hardware used to conduct travel demand forecasting and mobile emissions modeling. Hardware includes travel model servers (TMS) and mobile emissions model workstations (MEMW) maintained at COG. Software includes Bentley Citilabs Cube, Python, Git/GitHub, R, MOVES, MySQL, MariaDB, and a travel speed post processor, implemented in Cube, for estimation of mobile emissions. Staff also continued to monitor the storage space on various modeling servers to ensure that older files were being backed up and removed and that sufficient storage space was available for upcoming activities.

Finally, staff have continued to meet, conduct model tests, and work with IT staff to implement the migration of workstations and servers to the cloud. The migration of travel demand model and MOVES

model servers to the Amazon Web Services (AWS) cloud began in December 2022, and it is expected to be completed in January 2023.

Other activities

Staff serviced three data requests, all for the Gen2/Ver. 2.4 Travel Model with revised transit networks. These data requests were from consultants working for MDOT SHA and for Fairfax County and Frederick County.

Staff conducted a quick literature review on the pros and cons of continuous travel surveys and shared the findings internally on December 5.

Staff reached out to Cambridge Systematics (CS) staff to learn more about their location-based services (LBS) data product LOCUS.

Staff continued to work with COG’s IT department to move the travel demand modeling work from on-premises travel modeling servers (tms) to AWS cloud servers. Specifically,

- Staff held a monthly check-in meeting with IT on December 16.
- Per request, IT created six on-demand AWS travel modeling web servers (TMWS). Staff examined the software installed on the TMWS servers and conducted various modeling tests. Staff also worked with IT and Bentley staff to resolve a license issue for Cube Version 6.4.1 which is installed on some of these TMWS servers.
- Per request, IT created one dedicated AWS file server for the modeling data. Staff proposed “moved-to” folder names on the file server. Staff also worked with IT staff to address a mapping issue and found a workaround that allows staff to access a mapped drive in a command prompt with the administrator mode.
- Per request, IT initiated the process to transfer the modeling data from on-premises servers to the cloud via AWS Snowball and over the network. The data transfer had not been completed by the end of December.
- In preparation for the data transfer, staff created temporary working folders on the on-premises travel model servers that would not be affected by the data copying process.

Staff attended ActivitySim Consortium meetings regularly on Tuesdays and Thursdays.

Staff attended ActivitySim Monthly Partners-Only Check-In Meetings on December 15, 20, and 22 to discuss ActivitySim Phase 8 Task Orders. Staff also reviewed the Phase 8 proposals from three bench consultants and provided a ranking of the proposals, representing MWCOG, which is one of ten consortium members.

Task 6	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$2,265,565	\$210,441	41%	51

6. MOBILE EMISSIONS PLANNING

6.1 Air Quality Conformity and Other Activities Associated with the Long-Range Transportation Plan

Following the TPB’s approval of the air quality conformity analysis of the 2022 Update to the LRTP, staff continued to work on preparing additional documentation of findings and results. Namely, staff

continued conducting the environmental justice analysis to assess the plan impacts on overburdened and underserved populations using the updated definitions of the Equity Emphasis Areas (EEAs).

Staff continued to attend coordination meetings related to scheduling tasks for the 2024 update of the region's LRTP, including the air quality conformity analysis, system performance, and environmental justice analysis. This activity also included coordination of air quality conformity timelines to synchronize with development schedules for Maintenance or Attainment State Implementation Plans (SIPs) and new Motor Vehicle Emissions Budgets (MVEBs), and a continuing review of documentation prepared by the Plan Development and Coordination Team (e.g., "A Summary of the TPB and COG Scenario Study Findings").

6.2 Mobile Emissions Analysis, Including Activities Associated with Climate Change Planning

Staff from COG's Department of Environmental Programs (DEP) and COG's Department of Transportation Planning (TPB staff) continued to coordinate with state air agencies on plans related to the update of MVEBs associated with the 2008 Ozone Maintenance State Implementation Plan (SIP). This MVEB update is being conducted to ensure that the tools used to develop future air quality conformity emissions estimates are consistent with the tools used to develop MVEBs - i.e., that both are based on the current MOVES3 model. Staff coordinated with the EPA about possible steps needed to update MVEBs and developed a preliminary draft schedule for the project (MWAQC-TAC item #4 and MWAQC item #5).

DEP and TPB staff continued to coordinate and communicate with state air agencies regarding MOVES3 inputs for year-2025 and year-2030. These will be used for developing on-road mobile inventories to update the MVEBs in the 2008 Ozone Maintenance SIP. DTP staff completed preliminary MOVES3 runs (specifically, MOVES3.0.4), which led to additional review of the input data and plans for continued coordination with the state air agencies.

TPB staff continued to work with DEP staff, member jurisdictions, and state air agencies to facilitate various aspects of air quality and climate change planning activities in the region. DEP staff briefed the TPB's Community Advisory Committee (item #4) and the TPB Technical Committee (item #7) on regional climate goals. In support of conducting climate assessments, TPB staff provided estimates of VMT by fuel type to a Montgomery County consultant. Mr. Earl Lewis (Deputy Secretary, MDOT) provided an overview of the current priorities of the Maryland Zero Emission Electric Vehicle Infrastructure Council (ZEEVIC).

As the version of MOVES that was last used in the air quality conformity analysis (MOVES2014b) cannot be used for these types of analyses starting with January 2023, TPB staff continued to conduct MOVES model tests using the most recent model version (MOVES3.0.4) and evaluate the impacts of new software on both criteria pollutants and greenhouse gases (GHGs). Furthermore, TPB staff also conducted sensitivity tests using the latest MOVES3.1 model version and discussed the findings with the EPA representatives, DEP staff, and state air agency technical staff. Namely, TPB staff and others noted that, based on the initial findings, there was some instability associated with this model version, and that MOVES3.1 sometimes generates different results on different computers when using the same inputs (TPB staff specifically found issues with the refueling emissions by conducting repeated tests on the same computer). Based on these findings, technical staff from the region agreed that, for the time being, MOVES3.0.4, rather than MOVES3.1, would be used in the upcoming SIP and air quality conformity modeling (and this is acceptable since MOVES3.1 is considered a minor model update).

Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$2,609,577	\$141,835	31%	53

7. TRAVEL MONITORING AND DATA PROGRAMS

7.1 Transportation Research and Analysis

- Staff completed a memo summarizing lessons learned during a series of interviews with staff at peer MPOs about the state of the practice of household travel surveys. Staff shared the memo with the Travel Forecasting and Emissions Analysis Team (TFEA) for review and feedback.
- Staff reviewed a memo prepared by TFEA on the outcome and next steps following an internal discussion on regionally coordinated transit on-board surveys. After the meeting, staff interviewed the former project manager of the 2008 and 2014 Transit On-Board Survey.
- Staff delivered a presentation to the TPB Vehicle Probe Data Users Group (VPDUG) on findings from a literature review examining surveys measuring the impacts of COVID-19 on transportation and travel behavior.
- Staff finalized a memorandum detailing the findings of an analysis of 2021 and 2022 vs. 2020 trail count data available through the BikeArlington Counter Dashboard.
- Staff updated the 2021 VMT data in the geodatabase tables for use in the RTDC.
- Staff explained the genesis of 2016 to 2018 count data assigned to general purpose, HOV, and toll network links for Gen3 model to members of the TFEA team.
- Staff provided the most recent AADT and AAWDT data on the Capital Beltway and I-270 to the DTP Director for use in a presentation.

Data Requests

- Staff fielded RTS data requests from two student researchers at Virginia Tech.
- Staff provided the regional vehicle miles traveled (VMT) trends table and contact information for obtaining average annual daily traffic (AADT) to DDOT staff looking for observed data for the District of Columbia.

Meetings & Conferences

- Staff participated in biweekly meetings with the Gen3 Model Development Team.
- Staff attended the AMPO Data Working Group leadership meeting; staff was also reappointed to the leadership for the working group.

7.2 Data Management and Visualization Services

- Staff began work on creating an online tool/online resource for cataloging the spatial data and other data-related items across programs and departments.
- Staff completed work on updating the regional boundary spatial data layers on the G:\ Drive that are also used in TPB/COG’s web maps and applications.
- Staff updated the training documentation available on the G:\ Drive for fellow staff.
- Staff began the process of reviewing and updating the contents of the ‘Transportation’ folder on the G:\ Drive. Staff identified and obtained updated versions of data and new types of data to add to TPB’s spatial data library.

- Staff performed administrative updates for TPB/COG’s ArcGIS Online organizational account, including managing users, adding account access, and organizing content.
- Staff reviewed and provided input related to geospatial data and visualization to the department wide MPO Certification Review document.
- Staff provided summary statistics for miles of existing and planned facilities of the National Capital Trail Network (NCTN) to the Planning Data and Research Program Director.
- Staff consulted with Commuter Connections staff regarding software updates for ArcGIS Server/Enterprise.
- Staff continued working with Information Technology staff to obtain and install ArcGIS Pro software on DTP staff workstations and laptops. Staff also provided input regarding issues with staff accessing ArcGIS software.

GIS Committee/GDX Working Group

- Staff began to plan the January 17 GIS Committee/GDX Working Group virtual meeting.

Meetings & Conferences

- Staff attended and participated in a webinar hosted by the Association of Metropolitan Planning Organizations (AMPO) on December 6.
- Staff attended the December 6 meeting of the TPB Regional Public Transportation Subcommittee (RPTS).
- Staff attended the TPB Vehicle Probe Data Users Group (VPDUG) Meeting held on December 8.
- Staff attended and participated in the Maryland State Geographic Information Committee (MSGIC) executive meeting on December 14.
- Staff attended the December 13 meeting of the Cooperative Forecast and Data Subcommittee.
- Staff met with staff from COG’s Department of Community Planning and Services (DCPS) and Department of Environmental Programs (DEP) on December 21 to discuss Cooperative Forecast and TAZ datasets in relation to a project underway at Virginia Tech for watershed planning.
- Staff participated in meetings and email exchanges with the Travel Forecasting and Emissions Analysis Program team and their contractor, RSG.

Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
REGIONAL LAND USE AND TRANSPORTATION PLANNING COORDINATION	\$1,165,429	\$93,890	40%	57

8. REGIONAL LAND USE AND TRANSPORTATION PLANNING COORDINATION

8.1 Regional Land Use and Transportation Coordination

- Staff developed and presented an updated assessment of the preliminary draft Round 10 forecasts at the regional level and presented the results to the Cooperative Forecasting Subcommittee.
- Staff continued working toward completing transmittal of the Housing Affordability Planning Program (HAPP) grant awards to recipients. HAPP grants will promote development of affordable housing opportunities, consistent with TPB’s policy framework to encourage housing in Activity Centers and in areas served by public transportation. Staff also began development of a process for monitoring performance for grant awardees.

- Staff completed the annual multi-family rental housing report and presented the findings to the Cooperative Forecasting Subcommittee.
- Staff continued to update the PowerPoint presentation that documents the effects to date of COVID on the region’s economy.
- Staff produced the Regional Economic Monitoring System (REMS) report for December.

Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILITY AND ENHANCEMENT PROGRAMS	\$1,082,497	\$29,555	14%	59

9. MOBILITY AND ENHANCEMENT PROGRAMS

9.1 Enhanced Mobility Grant Program

No activity at this time.

9.2 Regional Roadway Safety Program

After executing Task Order contracts, consultants for each of the four (4) FY 2023 projects held kick-off meetings with jurisdictional representatives and TPB staff.

Each of the five FY 2022 RRSP projects is currently underway with progress as described below:

- VA (City of Alexandria – Near Miss Tool) – The consultant finalized and launched the Near Miss Tool survey form and began revising the Near Miss data dashboard based on comments received from NOVAFSS staff. The project period of performance was extended to allow for continued work.
- VA/MD (Arlington & Prince George’s Counties - Traffic Safety Gardens) – The consultant team continued to develop a preliminary draft of the report for Arlington and Prince George’s County staff to review.
- VA (Fairfax County – Harrison Road Improvements) – The consultant delivered a draft final report to Fairfax County staff for review.
- VA (City of Falls Church – South Washington Street Pedestrian Improvements) – The consultant delivered a final report and presentation materials to City of Falls Church staff. This project is considered complete.
- VA (Prince William County – Graham Park Road Safety Improvements) – The consultant delivered (3) concept plans and a feasibility study to Prince William County staff. This project is considered complete.

9.3 Transportation Alternatives Set-Aside Program

In coordination with DDOT, the TPB finalized the approval of TA Set-Aside applications for the District of Columbia. The application period was launched in mid-September and closed on November 1. Members of a selection panel independently scored the applications. Staff convened the selection panel in two meetings at the end of November and selected six projects to recommend for funding. The TPB voted to approve the projects on December 21.

9.4 Transportation/Land-Use Connections (TLC) Program

Work on all 11 TLC projects for FY 2023 was underway. See below:

- Safe Routes to School Walk Audits Phase 2 (Alexandria) - City of Alexandria is scheduling pre-walk audit meetings with ACPS schools. Planning is underway for parent/student outreach, and the contractor is finalizing an online survey and mapping tool that will include Spanish translation.
- Delivery Microhub Feasibility Study (DC) – the consultant worked on the best practices memo, incorporating the delivery taxonomy, use cases, and longer list of case studies.
- Independence Avenue Corridor Study (DC) – The contractor continued analysis.
- New Design Road Bikeway Study (Frederick Co) - Final deliverable for the New Design Road project was submitted by the contractor, including both the Final Report and Concept Design with the one-way pair of Separated Bike Lanes.
- Olde Towne to Washington Grove Bicycles Connection (Gaithersburg) - The contractor has been working to create 3 alternatives, which the first priority is to prepare alternatives for the connection from Diamond Avenue to Brown Street.
- Active Transportation Study (Manassas Park) - The consultant held three stakeholders' meetings in late November and December. Each stakeholder meeting represented three major groups: 1. City of Manassas Park government staff, 2. Neighboring jurisdictions, and 3. Regional, State, and Federal Advocates. The consultant team prepared a questionnaire tailored for each stakeholder group. A check-in call to go over progress will be scheduled for January.
- Montgomery Co Streetlight Standards (Montgomery Co) – Consultant worked on a literature review and began development of a draft report.
- Commuter Garage First-/Last-Mile Study (Prince William Co) - Monthly meeting was held where consultant discussed their site visit and progress of the study.
- Fleet & Monroe Streets Complete Streets Feasibility Study (Rockville) - The consultant proposed the road diet at Fleet Street and Monroe Street based on the intersection volumes count and set up the time for a progress update on Jan 19.
- Takoma Park Metropolitan Branch Trail Upgrade (Takoma Park) – Work was undertaken to develop the “Existing Conditions Summary and Recommendations for Design” Memorandum.
- New Ave Bikeway - District Connector (Takoma Park) – The contractor continued work on the 30% design task.

Staff continued preparations for the FY2024 TLC application period, which will be conducted between January and March 2023.

Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB MANAGEMENT AND SUPPORT	\$989,546	\$50,725	29%	61

10. TPB MANAGEMENT AND SUPPORT

Transportation Planning Board Committee Support and Management

This task includes activities not attributable to specific tasks in the work program but provides overall support for and management of the TPB and UPWP related activities.

- Provide administrative arrangements (such as preparation and distribution of meeting material) and staff support for TPB and its various Committees, Sub-Committees, Task Forces and special TPB work groups meetings.
- Respond to requests from the TPB members, federal agencies, Congressional offices, media and others for information or data of a general transportation nature.
- Meet with TPB Board members and participating agency staff to discuss current and emerging regional transportation planning issues.
- Participate in meetings of other agencies whose programs and activities relate to and impact the TPB work program.
- Coordination of TPB Planning Activities with Program Directors and day-to-day management of and allocation of staff and financial resources.
- Monitoring of all work program activities and expenditures.

Staff support was provided for the following committees and subcommittees:

- State Technical Working Group (STWG)
- TPB Technical Committee
- TPB Steering Committee
- MWCOG Board Meeting
- Transportation Planning Board (TPB)
- MATOC Steering Committee
- TPB Community Advisory Committee (CAC)
- TPB Access for All (AFA)
- Regional Public Transportation Subcommittee (RPTS)
- Bicycle & Pedestrian Subcommittee
- COG Planning Directors
- TPB Freight Subcommittees
- CAOs Monthly System Performance Operations & Technology Subcommittee (SPOTS)

Support activities from the administrative staff included: meeting logistics with meeting rooms and amenities, duplication and distribution of meeting materials, email/phone call follow-ups. Staff also worked on monitoring work program activities, providing administrative assistance to senior staff and monitoring to prepare financial reports. Administrative staff work on monthly financial administration and management activity includes review and finalization of monthly expense reports for all UPWP activities, development, and submission of monthly UPWP invoices and any follow up activity with the funding agencies.

The Staff Director provided overall program management oversight of all the Department's activities. Work activities the Director was involved in during the month of December FY 2023 include:

- Discussions with MD General Assembly Board Member (Bus Trip)
- Discussions with COG incoming Chair
- TPB 2023 Officers Nominated Committee
- Discussions with BRTB @ Maryland Bus Tour
- Participate in COG ED Search Committee
- Participate in COG Audit Committee
- Participate in COG Board Legislative Committee

The UPWP activities include:

- Supervise the preparation, negotiation, and approval of the annual work program and budget involving the State Transportation Agencies, the TPB Technical Committee, the TPB Technical Committee, the Steering Committee and the TPB.
- Preparation of monthly UPWP progress reports for each of the state agencies administering planning funding and preparing all necessary federal grant applications submission.
- Review all monthly UPWP invoices going to each of the state agencies administering planning and funding.

Task 11	BUDGET	Billed this month	% Funds Expended	UPWP Page
TECHNICAL ASSISTANCE	\$1,614,739	\$52,834	7%	63
District of Columbia	\$329,633	\$1074	1%	63
Maryland	\$492,970	\$805	1%	65
Virginia	\$384,846	\$9,688	7%	68
Regional Transit	\$407,288	\$41,265	19%	71

11. TECHNICAL ASSISTANCE

11.A District of Columbia

1. Program Development, Data Requests and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/TPB meeting cycle.

2. Regional Roadway Safety Program

As part of the Regional Roadway Safety Program, technical assistance projects were partially funded under the District of Columbia Technical Assistance Program. See Regional Roadway Safety program section of this progress report for more details.

3. Transportation / Land Use Connections Program

As part of the Transportation/Land-Use Connections Program (TLC), a technical assistance project was partially funded by the District of Columbia Technical Assistance Program. See TLC item above for further details about this program.

4. Other Tasks to Be Defined

No activity.

11.B Maryland

1. Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/TPB meeting cycle.

2. Project Planning, Feasibility, and Special Studies

No activity.

3. Transportation / Land Use Connections Program

As part of the Transportation/Land-Use Connections Program (TLC), technical assistance projects in Maryland were fully or partially funded through the Maryland Technical Assistance Program. See TLC item above for further details about the program.

4. Regional Roadway Safety Program

As part of the Regional Roadway Safety Program, technical assistance projects were partially funded under the Maryland Technical Assistance Program. See Regional Roadway Safety program section of this progress report for more details.

5. Other Tasks to be defined

No activity.

11.C Virginia

1. Program Development, Data Requests, and Miscellaneous Services

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/TPB meeting cycle.

Staff received a request from NVTC to repeat the I-66 and I-395 Mode Share in 2023. Staff reached out to VDOT to confirm support for the activity.

2. Travel Monitoring and Survey

Active Transportation Counts

Staff drafted the report detailing the spring 2022 active transportation counts and analysis. This included detailed count tables and charts for weekday and weekend counts and comparisons of the weekday counts with bike and pedestrian counts taken in the same locations in 2014. Staff provided the draft report to VDOT staff for comment.

Staff reviewed the count tables and videos received from the consultant from the active transportation counts that were performed in the fall of 2022. Staff contacted the contractor to provide additional information for one of the counting locations.

3. Travel Demand Modeling

No activity.

4. Transportation / Land-Use Connections Program

As part of the Transportation/Land-Use Connections (TLC) Program, technical assistance projects in Virginia were fully or partially funded under the Virginia Technical Assistance Program. See the TLC Program section of this progress report for more details.

5. Regional Roadway Safety Program

As part of the Regional Roadway Safety Program, technical assistance projects were partially funded under the Virginia Technical Assistance Program. See Regional Roadway Safety program section of this progress report for more details.

6. Other Tasks to be Defined

No activity.

11.D Regional Transit

1. Program Development, Data Requests, and Miscellaneous

Staff attended the monthly State Technical Working Group/Technical Committee/Steering Committee/TPB meeting cycle.

Staff discussed the Technical Assistance Account and coordinated on concepts with the Regional Public Transit Subcommittee during their December meeting.

2. Transit Within Reach

Three projects are currently underway. One was invoiced this month.

3. High-Capacity Transit Map

No activity.

4. Other Tasks to be Defined

No activity.

PROGRESS ON PLAN PRODUCTS

Task 1: Long-Range Transportation Planning

Task 4. Public Participation

Evaluation of Public Participation Activities

- September: The evaluation kicks off
- Late September/October: Research will be conducted
- November: Report drafted
- December: Report shared with TPB Technical Committee, Community Advisory Committee (CAC), and Access for All (AFA) Advisory Committee

Task 5. Travel Forecasting

1. Staffing the TPB Travel Forecasting Subcommittee (TFS)
 - a. Three of six annual meetings have been held.
 - b. Dates of meetings held in FY 23: July 22, 2022; September 23, 2022; November 18, 2022.
2. A series of highway and transit networks used by the regional travel demand forecasting model, together with technical documentation, for use in air quality conformity analyses, development of air quality state implementation plans (SIPs), scenario studies, and model development.
 - a. COGTools software and geodatabase
 - i. Added features: Staff developed a new Station Management module. Staff made updates to the transit agency drop-down menu.
 - ii. Bug fixes: Implemented a fix so that records in the transit line files do not extend past the 144-column limit.
 - iii. Staff working to develop an automated procedure in COGTools that will perform QA/QC checks on transportation network files exported from the Unified Network Database.

2. Keep abreast of federal requirements related to air quality conformity determinations and the EPA's Motor Vehicle Emission Simulator (MOVES) software.
 - a. Staff have conducted tests of EPA's new mobile emissions modeling software, MOVES3. Based on these findings, technical staff from the metropolitan Washington region agreed that, for the time being, MOVES3.0.4, rather than MOVES3.1, would be used in the upcoming SIP and air quality conformity modeling (and this is acceptable since MOVES3.1 is considered a minor model update).
3. Support development of an Attainment/Maintenance State Implementation Plans (SIPs) regarding both the 2008 and 2015 ozone National Ambient Air Quality Standards (NAAQS), including developing inventories of on-road mobile emissions for volatile organic compounds (VOC) and nitrogen oxides (NOx).
 - a. TPB staff continued to coordinate with COG DEP staff and state air agencies on plans related to development of the Attainment SIP and Maintenance Plan/Redesignation Request to address requirements of the 2015 Ozone NAAQS.
4. Coordinate with MWAQC and its subcommittees to support development of new motor vehicle emissions budgets (MVEBs), if needed, to address requirements of 2008 and 2015 ozone NAAQS.
 - a. Staff is preparing new/updated Motor Vehicle Emissions Budgets (MVEBs) associated with developing a 2008 Ozone Maintenance Plan.
5. Climate Change Planning: Provide support for efforts to mitigate climate change due to the on-road transportation sector.
 - a. July 27, 2022: TPB staff briefed the Climate, Energy and Environment Policy Committee (CEEPC) on the TPB Climate Goals and Strategies adopted by the board in June 2022.
 - b. Staff continued to assess the potential impacts of the recently released Notice of Proposed Rulemaking (NPRM) for the Performance-Based Planning and Programming (PBPP) Greenhouse Gas performance measure and target setting. Staff has prepared a draft comment letter in September, which should be finalized in October.
 - c. In September 2022, staff worked with the three state DOTs to learn more about their plans related to the National Electric Vehicle Infrastructure (NEVI) Formula Program, established by the Bipartisan Infrastructure Law (BIL). State DOT representatives briefed the TPB Technical Committee in October on their NEVI plans.
 - d. TPB staff tested and reviewed the new Congestion Mitigation and Air Quality (CMAQ) Toolkit for estimating emissions benefits of highway and intermodal projects.

Air-quality-related data requests: This fiscal year, staff have responded to four air-quality-related data requests.

Task 7. Travel Monitoring and Data Programs

7.1 Transportation Research and Analysis

- Presentations, Visualizations, and information reports
 - Ongoing
- Workplan, survey data files, and documentation for travel surveys
 - Ongoing
 - Workplan for State of the Practice of Household Travel Surveys complete
 - Interviews with subject matter experts at other agencies complete
 - Memo with lesson learned during interviews drafted.
- Technical support
 - Ongoing

7.1 Data Management and Visualization Services

- Travel monitoring datasets to support PBPP and Gen3 modeling requirements
 - Ongoing

- Travel trends and dashboard and visualizations
 - Workplan under development
- Technical reports/memoranda
 - Ongoing
- Presentations
 - Ongoing

Task 8. Regional Land Use and Transportation Planning Coordination

8.1 Regional Land Use and Transportation Planning Coordination

- Updated Cooperative Forecasting land activity forecasts and documentation
 - Preliminary Round 10 Local Forecasts at the jurisdiction level complete
 - Preliminary Round 10 Reconciliation complete
 - Local TAZ level forecasts are under development
- Analysis of Activity Center and High-Capacity Transit Station area historic trends and forecasts
 - Under development
- Presentations, visualizations, and information reports
 - Ongoing
- Technical support
 - Ongoing
- Annual Baseline Employment Guidance
 - Work to commence later in fiscal year.

CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

- Conduct and process 2022 Regional Air Passenger Survey, Phase 1
 - Project underway
- Air Cargo Element Update
 - Work to commence later in fiscal year.