

FY 2019



National Capital Region
Transportation Planning Board

Work Program Progress Report

DECEMBER 2018

FY 2019

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The TPB approved its FY 2019 Unified Planning Work Program (UPWP) in March 2018. The TPB Work Program Progress Report provides a short summary of each activity for the month of September. Please reference the 2019 UPWP for details concerning the approved budget and work description for each task. The following graphic identifies all the activities in the UPWP.

1. LONG-RANGE TRANSPORTATION PLANNING 1.1 Long-Range Transportation Plan 1.2 Long-Range Plan Task Force	7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION
2. PERFORMANCE-BASED PLANNING AND PROGRAMMING 2.1 Performance-Based Planning 2.2 Transportation Improvement Program (TIP)	8. PUBLIC PARTICIPATION AND HUMAN SERVICE TRANSPORTATION COORDINATION 8.1 Public Participation 8.2 Communications 8.3 Human Service Transportation Coordination
3. MOBILE EMISSIONS PLANNING 3.1 Air Quality Conformity 3.2 Mobile Emissions Analysis	9. TRANSPORTATION ALTERNATIVES AND LAND-USE COORDINATION PROGRAMS
4. PLANNING PROGRAMS 4.1 Congestion Management Process 4.2 Systems Performance, Operations and Technology Planning 4.3 Transportation Emergency Preparedness Planning 4.4 Transportation Safety Planning 4.5 Bicycle and Pedestrian Planning 4.6 Regional Public Transportation Planning 4.7 Freight Planning 4.8 Metropolitan Area Transportation Operations Coordination Program Planning	10. TPB SUPPORT AND MANAGEMENT 10.1 Transportation Planning Board (TPB) Support and Management 10.2 Unified Planning Work Program (UPWP)
5. TRAVEL FORECASTING 5.1 Network Development 5.2 Models Development and Support	11. TECHNICAL ASSISTANCE 11.1 District of Columbia 11.2 Maryland 11.3 Virginia 11.4 WMATA
6. TRAVEL MONITORING AND DATA PROGRAMS 6.1 Household Travel Survey 6.2 Travel Monitoring Counts/Studies 6.3 Regional Transportation Data Clearinghouse 6.4 GIS Data	12. CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM (CASP)

Task 1	BUDGET	Billed this month	% Funds Expended	UPWP Page
LONG RANGE TRANSPORTATION PLANNING	\$1,049,855	\$56,576	42%	27

1. LONG-RANGE TRANSPORTATION PLANNING

Staff was scheduled to make a presentation to the TPB on the Environmental Justice (EJ) analysis of the plan to comply with federal EJ and Title VI requirements. The regional Equity Emphasis Areas provided the geographic the basis for the analysis. Because of time constraints, the presentation was deferred until January. Staff completed the final EJ report. The results of the analysis demonstrate that Visualize 2045 does not have a disproportionately high or significantly adverse impact on these populations.

Staff prepared slides on the financial analysis for a planned Visualize 2045 presentation to the WMATA Board. Staff also worked on preparations for certification review, to include the financial plan. The TPB approved a resolution that directed staff to conduct activities related to the implementation of three of the aspirational initiatives in Visualize 2045 – “Improve walk and bike access to transit, “Complete the National Capital Trail,” and “Provide more telecommuting and other options for commuting.” Staff developed work scopes to accomplish these activities and report back to the TPB by June of 2019.

COG staff (who are not explicitly TPB staff) are working on activities to address the initiative “Bring jobs and housing closer together.” The resolution encouraged regional coordination activities, led by TPB partners, to promote implementation of the initiatives “Expand bus rapid transit (BRT) regionwide,” and “Expand the express highway network.”

Task 2	BUDGET	Billed this month	% Funds Expended	UPWP Page
PERFORMANCE-BASED PLANNING AND PROGRAMMING	\$701,890	\$52,042	40%	29

2. PERFORMANCE-BASED PLANNING AND PROGRAMMING

2.1. Performance-Based Planning

Staff provided a briefing on the region’s highway safety data and target setting options to the TPB Technical Committee. Feedback was incorporated into a revised briefing prepared for board presentation in January.

Staff collected data on the region’s transit asset management targets set by the providers of public transportation and prepared a briefing for the January TPB Technical Committee with draft regional targets.

Work continued finalizing and signing the PBPP Letters of Agreement for formal documentation of performance-based planning and programming responsibilities between TPB and local jurisdictions and transit agencies.

2.2. Transportation Improvement Program (TIP)

The financial summary for the FY 2019-2024 TIP was reviewed and updated as TIP amendments were approved.

Staff continued a discussion on technical capabilities with prospective contractors for the replacement of the ITIP Database.

At its meeting on December 7, the TPB Steering Committee approved two resolutions to amend the FY 2019-2024 TIP. The first amendment was to include updated funding for 52 projects in the District of Columbia, suburban Maryland and Northern Virginia as requested by the Eastern Federal Lands Highway Division. The second amendment was to include funding for the replacement of three diesel buses in Frederick County, as requested by MDOT.

TPB staff completed and posted the FY 2018 Federal Obligations report using data provided by DDOT, MDOT, and VDOT.

Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$1,877,121	\$113,589	43%	33

3. MOBILE EMISSIONS PLANNING

3.1. Air Quality Conformity

Staff provided the Visualize 2045 Report, including the air quality conformity analysis, to the Calvert-Saint Mary’s Metropolitan Planning Organization and the Fredericksburg Area Metropolitan Planning Organization.

Staff forwarded December meeting agenda items relating to the air quality consultation elements to all relevant agencies and public advisory committees in accordance with standard consultation procedures.

Throughout the month of December, staff continued working on technical documentation related to Visualize 2045 air quality conformity analysis.

3.2. Mobile Emissions Analysis

Department of Transportation Planning (DTP) staff continued working closely with Department of Environmental Programs (DEP) staff to develop a preliminary schedule for the base year emissions inventory submittal to EPA as part of the 2015 ozone NAAQS requirements, discussed at the MWAQC-TAC meeting on December 11 (Item 3). DEP staff, DTP staff and committee members evaluated different options regarding the selection of the base year and vehicle registration dataset for the analysis.

Staff reviewed the 2015 Ozone Standard Implementation Rule, published on December 6, 2018, and discussed the rule at the MWAQC-TAC meeting on December 11 (Item 2).

Staff attended the first in a series of MWAQC’s “What We Can Do” webinars aimed at identifying regional actions that can further improve air quality in the region with respect to ozone. A representative from Walmart discussed actions taken by the company to reduce idling emissions in refrigerated trucks and other trucks in Walmart’s fleet.

DTP and DEP staff continued to review the final EPA South Coast II Transportation Conformity Guidance issued by EPA in November 2018 and discussed its implications on air quality planning in the region.

DTP staff worked closely with DEP staff to provide a response to a reporter seeking information on recent greenhouse gas planning efforts conducted by COG.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING PROGRAMS	\$1,859,037	\$169,903	51%	35

4. PLANNING PROGRAMS

4.1. Congestion Management Process

The December 6 meeting of the Vehicle Probe Data Users Group was organized and conducted, including reviews of lessons learned from analysis of the 2018 CMP Technical Report, updates to the VPDUG recommendations for probe data analysis techniques, and a demonstration of existing and upcoming features of the Regional Integrated Transportation Information System (RITIS).

A white paper on lessons learned from the development of the 2018 CMP Technical Report was produced. An updated vehicle probe data usage recommendations document was produced.

Congestion analysis was undertaken toward future Regional Congestion Reports and other potential publications.

4.2. Systems Performance, Operations and Technology Planning

The December 6, 2018 meeting of the Vehicle Probe Data Users Group occurred in lieu of the bimonthly Systems Performance, Operations, and Technology Subcommittee meeting.

Staff provided technical advice to ongoing COG stakeholder outreach following the November 2018 completion of the Traffic Incident Management Enhancement (TIME) Task Force, Initiative, and recommendations report.

Staff participated in the Baltimore Metropolitan Council’s “Unmanned Aerial Systems Workshop”, covering several potential transportation planning and engineering uses, December 4 in Columbia, MD.

Staff attended an MDOT Connected and Autonomous Vehicles meeting, December 4 in Hanover, MD.

An overview of autonomous vehicle and emerging technology considerations was presented to the Citizens Advisory Committee at their meeting on December 13.

Staff work toward updating the Regional ITS Architecture continued. Development continued a questionnaire regarding SPOTS participant needs and activities.

4.3. Transportation Emergency Preparedness Planning

The December 12, 2018 Transportation Emergency Preparedness Committee meeting was organized and conducted. The committee discussed funding priorities for the upcoming Urban Area Security Initiative (UASI) cycle; was briefed on Homeland Security Executive Committee (HSEC) Advisory Committee items of importance; and was briefed on the COG Traffic Incident Management Enhancement (TIME) Initiative.

4.4. Transportation Safety Planning

The regularly scheduled December 18 Transportation Safety Subcommittee meeting was organized and conducted. The following agenda items were discussed: Engineering Efforts to Eliminate Traffic Fatalities in the District of Columbia; Regional Highway Safety Targets Update; Upcoming Regional Safety Data Analysis Study; and Roundtable Discussion.

An overview of the proposed regional highway safety targets was presented to the Technical Committee at their meeting on December 7.

Staff provided written materials on a set of proposed regional highway safety targets to the TPB ahead of their meeting on December 19.

An overview of the proposed regional highway safety targets was presented to the Citizens Advisory Committee at their meeting on December 13.

For the proposed analysis of regional roadway safety outcomes, the draft Request for Proposals (RFP) was provided to member state DOT safety personnel for review and comment.

4.5. Bicycle and Pedestrian Planning

Staff briefed the TPB Technical Committee at its December 7 meeting on the Dockless Bike and Scooter Share Workshop hosted by the Bicycle and Pedestrian Subcommittee on October 31.

As part of regional and long-distance trails planning, on December 11 at the Rails to Trail Coalition's offices, TPB staff briefed the Capital Trails Coalition steering committee on potential action by the TPB to expand the National Capital Trail into a regional trails network.

Staff attended a December 17 National Park Service Memorial Circle Safety Project conference call, and shared information on the project with the Bicycle and Pedestrian Subcommittee.

A memorandum summarizing the October 31 Dockless Bike and Scooter Share Workshop was developed.

4.6. Regional Public Transportation Planning

No Regional Public Transportation Subcommittee meeting took place in December.

Staff assisted in the development of a briefing on the Regional Bus Provision Study for the January Technical Committee. Staff and consultants continued work on the TIGER Grant projects performance reports.

Staff attended the monthly WMATA JCC meeting.

4.7. Freight Planning

Staff developed an initial draft agenda and meeting materials for the upcoming regularly scheduled January meeting of the Freight Subcommittee.

Staff recruited a senior logistics manager from Walmart to speak to the "What We Can Do" working group (for the Department of Environmental Programs) on the topic of anti-idling technology at their December 4, 2018 web meeting.

4.8. MATOC

The Metropolitan Area Transportation Operations Coordination (MATOC) Program is an operational partnership of the region's major transportation agencies, funded outside the UPWP, but with certain planning support activities provided by TPB staff under this task.

The December 8 MATOC Severe Weather Working Group meeting was organized and conducted, continuing planning for severe weather coordination for the 2018/2019 winter season.

Staff conducted continuing coordination with the University of Maryland Center for Advanced Transportation Technology, which is contracted by MATOC Steering Committee members to execute the MATOC Program.

Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$2,754,091	\$236,065	37%	43

5. TRAVEL FORECASTING

5.1. Network Development

Staff continued with the annual practice of coding a base-year (2018) transit network, which requires collecting information about transit routes/schedules from 30+ agencies, including calculating average run times and headways for those routes. About half the transit agencies provide route information in electronic, machine-processible format (GTFS). Regarding the agencies that provide GTFS-format data, staff have downloaded all the routes/schedules and are now cleaning the data, since each agency uses a variation of the GTFS standard. About 85% of the processing has been completed on the GTFS-format data. Regarding the transit route data in non-machine processible format, staff has collected all the route schedule information and is now comparing this year’s schedules to last year’s schedules to determine where updates need to be made in coding the routes. Staff has calculated average run times and headways for about 85% of the non-GTFS transit routes.

In support of the developmental, Generation-2/Ver. 2.5 travel model, staff continued to develop and review network files that are stored in the Public Transport (PT) format. Staff has been working to develop PT-format networks for the years 2021, 2030, and 2045. Quality control and quality assurance of these networks is currently underway. Staff has finalized the year-2021 network.

5.2. Models Development and Support

Staff composed the meeting highlights of the November 30 Travel Forecasting Subcommittee meeting.

Staff made the following presentations at the Technical Committee meeting on December 7:

- Status report: Improving the TPB Travel Demand Forecasting Model
- Status report: Northeast Megaregion Travel Demand and Investment Model

Production-use, travel demand forecasting model (Generation-2/Ver. 2.3): Staff finished updating the Ver. 2.3.75 model user’s guide, dated December 5, and finished preparing the Ver. 2.3.75 model transmittal package, including a transmittal memo, dated December 6. To comply with air quality conformity regulations, which require that travel models be validated to observed data that is no older than 10 years old, staff began assembling information that can be used to validate the Ver. 2.3 model to year-2014 conditions.

Developmental, travel demand forecasting model (Generation-2/Ver. 2.5): Staff continued testing, evaluation, and refinement of the Ver. 2.5 model. Contract staff is updating the trip distribution process used for external travel.

Developmental, travel demand forecasting model (Generation-3): Staff continues to develop the scope of work for the upcoming request for proposals (RFP).

Documentation: Contract staff is currently documenting various data sets and processing that was done to those data sets, e.g., AirSage and the 2007, 2012, and 2016 Metrorail Passenger Surveys. Staff is also documenting proposed updates to the way the travel model treats trip distribution of external travel. Such an update could be applied to either the Ver. 2.3 model, the Ver. 2.5 model, or both. Documentation on the batch preparation of land activity inputs supporting the Ver. 2.5 model is also in development.

In December, staff responded to and fulfilled 16 technical data requests, of which 12 were for the Ver. 2.3.75 travel model, which also includes the land-use and network input files.

Task 6	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$2,760,334	\$129,993	29%	45

6. TRAVEL MONITORING AND DATA PROGRAMS

6.1. Household Travel Survey

COG/TPB staff held weekly meetings with Resource Systems Group, Inc. (RSG), the survey contractor for the 2017/2018 COG/TPB Regional Travel Survey. For the December 2018 reporting period, the key tasks were focused on wrapping up the data collection of the main survey, which concluded on December 31. COG/TPB staff met to discuss the next steps of RTS data analysis. COG/TPB staff also responded to questions from respondents by email and phone.

6.2. Travel Monitoring Counts/Studies

For the proposed analysis of regional roadway safety outcomes, the draft Request for Proposals (RFP) was provided to member state DOT safety personnel for review and comment.

6.3. Regional Transportation Data Clearinghouse

Staff completed collection of FY18 Transit Ridership data from regional transit providers for eventual inclusion in the RTDC. To date, one provider has not responded to requests for data. Staff completed processing all available FY18 Transit Ridership data received from regional transit providers.

Staff republished the TLC web map service to reflect the recent project additions (2019 year) to the web map.

Staff began updating the 2017 AADT/AAWDT data in the external stations file for eventual inclusion in the RTDC.

Staff finalized the notice to proceed for the VDOT Non-Motorized counts project and sent it out to the contractor for signatures.

Staff continued with introductory SAS training.

Staff answered data requests including: providing 2015-2017 AADT at Potomac River bridges to staff from the Air Quality Division of DC DOEE studying commuter patterns into the District of Columbia and responding to an inquiry from Montgomery County DOT regarding the type of data and format required to add the county’s bicycle count data to the RTDC.

6.4. GIS Data (Technical Support)

Staff convened an internal meeting on December 10 to discuss the possible need to update TAZ and Activity Center boundaries in conjunction with the Census 2020 PSAP small area delineation. Staff reviewed the final Census 2020 PSAP guidelines published in the Federal Register. In addition, staff reviewed articles concerning the Census Bureau data and differential privacy.

Staff made technical corrections to Visualize 2045 spatial data products—Financially Constrained Element and New and Major Projects web maps and applications—to include the MD 650/New Hampshire Ave. BRT project.

Staff continued to work on the second phase of creating a master list of geocoded origin points based on data from TPB’s Regional Air Passenger Survey (RAPS). This task is ongoing.

Staff worked with the Transportation-Land Use Connections (TLC) program intern to provide specifications for updating the TLC geodatabase with the 2019 TLC projects.

Staff received a request from the Commuter Connections team to produce some large-format reference maps to assist in Bike to Work Day (BTWD) pit stop location decision-making and responded to a request from Commuter Connections staff regarding technical assistance with their Bicycle Routing web mapping application.

Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION	\$915,451	\$87,072	53%	49

7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION

At its meeting on December 19, the Planning Directors Technical Advisory Committee (PDTAC) discussed opportunities for redevelopment of “power centers” and similar single-purpose land uses into Activity Centers. (The International Council of Shopping Centers defines Power Centers as category-dominant anchors, including discount department stores, off-price stores, wholesale clubs, with only a few small tenants). In addition, Committee members held extensive discussions on “Determining Residential Zoning Capacity to Address the COG Board Housing Initiative that directed the Planning Directors and Housing Directors to assess opportunities to increase the region’s housing supply and identify appropriate locations for future additional housing development. This effort is consistent with the TPB request of TPB staff and subcommittees to identify ways to advance the concepts of the initiatives contained in the aspirational element of Visualize 2045. Specifically, the joint PDTAC and Housing Directors effort to identify opportunities to increase the region’s supply of housing advances the aspirational initiative to bring jobs and housing closer together. At the December PDTAC meeting, committee members came prepared to discuss the amount of additional housing units currently permissible in their respective jurisdictions’ zoning, comprehensive and small-area plans beyond what is currently contained in their Round 9.1 Cooperative Forecasts. Staff discussed next steps in the process, sharing a work plan, including a Gantt chart of planned milestones, for the project that includes regular briefings and updates to the COG Board and the TPB.

DCPS staff also continued work on the first-ever analysis of multi-family housing construction using the CoStar database. The report will summarize an analysis of existing and new multi-family construction, apartments for rent by price by jurisdiction, Activity Center, Metrorail station and other high-capacity transit station areas.

COG DCPS Director Paul DesJardin, Health Programs Manager Jenny Schitter and Housing Programs Manager Hilary Chapman met with Arlington Board and HSPC Chair Katie Cristol in Arlington to discuss ways that the Human Services Policy Committee could help advance the COG Board housing initiative. Mr. DesJardin and Ms. Chapman also met with Jenny Schuetz of Brookings Institution and Leah Brooks of George Washington University to discuss opportunities for collaboration on housing research that would advance the COG Board housing goals.

Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION	\$1,261,894	\$80,514	29%	51

8. PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION

8.1. Public Participation

The CAC met on Thursday, December 13 for briefings on the Environmental Justice Analysis of Visualize 2045 and highway safety targets. There was also a discussion about autonomous vehicles and transportation technology.

The TPB on November 9 launched the solicitation for applications for the 2019 Citizens Advisory Committee. The deadline for applying was December 12. TPB staff prepared the application materials for the board officers (chair and two vice chairs chairs) to use in developing their nominations for the 2019 CAC.

A consultant team completed conducting focus groups to provide input for an evaluation of the TPB’s public involvement activities. The last of these sessions, which was held on December 4, sought input from TPB members and members of the TPB Technical Committee. The consultant team presented preliminary findings to TPB staff in December. The final evaluation report is expected by the end of January.

8.2. Communications

The TPB News, the TPB’s online newsletter, featured stories on the following subjects in December:

- The TPB’s approval of a resolution to begin work on the aspirational initiatives in Visualize 2045
- The Environmental Justice analysis of the Visualize 2045

Throughout the month, TPB staff maintained an active presence on social media.

Staff updated pages on the COG website related to transportation.

8.3. Human Services Transportation Coordination

During the month of December, staff discussed and began development of the 2019 AFA meeting schedule and agenda. Staff also began confirmation of AFA membership and participation.

Staff presented on the results of the comment period and requested approval of the draft Coordinated Plan, which was approved on December 19, 2018.

Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION ALTERNATIVES (TAP) AND LAND USE CONNECTION (TLC) PROGRAMS	\$482,053	\$12,838	18%	55

9. TRANSPORTATION ALTERNATIVES (TAP) AND LAND USE CONNECTION (TLC) PROGRAMS

9.1 Transportation/Land-use Connection (TLC) Program

The TLC projects for FY 2019 were underway as described below:

- DC (Barry Farm): The consultant is continuing to conduct preliminary data collection.
- MD (Montgomery County Trip Generation Data Collection): The consultant has completed its preliminary data collection and began preliminary data analysis.
- MD (Montgomery County-Seneca): The consultant conducted preliminary data collection and a literature review of existing and planned conditions within the Great Seneca study area.
- MD (Prince George's County-Cheverly): The kickoff meeting date and location was finalized by the jurisdiction.
- MD (Prince George's County-Forest Heights): The jurisdiction hosted the kickoff meeting with consultant, TLC Liaisons and local stakeholders on December 17.
- MD (Prince George's County (Purple Line Parking Study): The jurisdiction hosted the kickoff meeting with the consultant, TLC Liaisons and local stakeholders on December 14.
- VA (Arlington County Flex Transit): The consultant elected to proceed with further data collection and analysis to formulate Tech Memo 1.
- VA (Fairfax County Fairfax Laurel Hill-Lorton Trail): A second stakeholder meeting took place on December 18 and a draft outline of the report was prepared with proposed design considerations.
- VA (Prince William County Mixed-Use Zoning Regulations): The consultant prepared a literature review of best practices which address needs most relevant to Prince William County.

Staff began preparing for the next solicitation for the program for FY 2020. The application period is tentatively planned to be open between February 1 and April 2, 2019.

Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB SUPPORT AND MANAGEMENT	\$893,653	\$66,278	42%	57

10. TPB SUPPORT AND MANAGEMENT

10.1. TPB 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.

- Administrative arrangements (such as preparation and distribution of meeting materials) and staff support for TPB and its various Committees, Sub-Committees, Task Forces and special TPB work groups meetings.

- Respond to requests from 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 monthly meetings of the following committees and sub-committees:

- Access for All Advisory Committee – (AFA)
- Citizen’s Advisory Committee – (CAC)
- Transportation Planning Board – (TPB)
- Bicycle & Pedestrian Subcommittee
- TPB Technical Committee
- TPB Steering Committee

Support activities from the administrative staffs included: meeting logistics with meeting rooms and amenities, copying and distribution of meeting materials, email/phone call follow ups. Additionally, staff also worked on monitoring work program activities, providing administrative assistance to senior staff and monitoring and prepare financial reports. Additionally, administrative staff work on monthly financial administration and management activity which 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 to all the Department’s activities. Work activities the Director was involved in during the month of December includes:

- Discussions, review and finalization of the agenda topics for the TPB’s Technical Committee, State Transportation Working Group (STWG) and Board meetings. This includes meeting with the Program Directors and project staffs to review the progress and briefing materials.
- Participation in the STWG, TPB Technical Committee, TPB Steering Committee, TPB’s Citizen’s Advisory Committee and the TPB Board meetings.
- Participation in the bi-weekly meetings of the State Safety Oversight/Metro Safety Commission (SSO/MSO) Policy Work Group meetings. This “tri-state” group is working to reconstitute the existing Metro rail safety oversight Committee to comply with the requirement of the FAST Act.
- Metropolitan Washington Air Quality Committee

Other additional activities for the TPB Staff Director for the month of December includes:

- TPB Housing Discussion
- Washington Post Interview on Visualize 2045
- Follow up discussion with WABA on Washington Post Article
- Nominating Committee for 2019 Officers
- MWCOG Annual Meeting
- TPB Officers Conference call RE: TPB Resolution on Advancing Aspiration Initiatives
- Attended Leadership Greater Washington

10.2 UPWP

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 prepare all necessary federal grant applications submissions.
- Review all monthly UPWP invoices going to each of the state agencies administering planning funding.

Task 11	BUDGET	Billed this month	% Funds Expended	UPWP Page
<u>TECHNICAL ASSISTANCE</u>	\$1,419,520	\$102,844	13%	59
District of Columbia	\$283,756	\$20,171	33%	59
Maryland	\$518,802	\$67,194	14%	61
Virginia	\$436,798	\$0	0%	63
WMATA	\$180,164	\$15,478	9%	65

11. TECHNICAL ASSISTANCE

11.1 District of Columbia

Staff attended the monthly Tech / Steering / TPB meeting cycle.

Staff worked with DDOT staff to plan and participate in the December 5 HPMS Committee meeting. Staff updated the committee on the PCS, HERE, FTMS, and short-term data status and prepared a summary of the meeting which was shared with DDOT staff. Staff summarized and analyzed the November traffic data from PCS, FTMS, and HERE stations and shared the summary with DDOT staff for field inspection purposes. Staff continued updating the 2018 DDOT Traffic Monitoring System documentation. Staff responded to a data request from DDOT staff concerning the 2017 VMT estimates and the percentage VMT by vehicle class.

Progress for the TIGER Grant Performance Monitoring Addendum is reported in the Transit Planning section of this progress report.

The Big Data Evaluation project is being jointly funded by the District of Columbia, Maryland, Virginia, and WMATA. The status of this project is provided under the Regional Transit/WMATA section of this progress report.

11.2. Maryland

As part of the Transportation/Land-Use Connections Program, four technical assistance projects in Maryland were fully or partially funded under this PE number. See TLC item above for further details about the TLC Program.

Staff attended the monthly Tech / Steering / TPB meeting cycle.

In support of the Traffic Relief Plan (TRP) analysis in the context of the Visualize 2045 Long Range Plan, staff conducted and completed the analysis year 2030 tasks outlined in the scope of work. The effort is designed to estimate the impacts of TRP-related projects from Visualize 2045 on the plan performance in 2030 and 2045 using the standard set of performance metrics that include VMT, vehicle hours of delay and mobile source emissions. DTP staff provided MDOT with a technical

memorandum documenting the findings of the analysis. Subsequently, TPB staff began working on travel demand and emissions modeling activities for the analysis year 2045.

11.3. Virginia

Staff attended the monthly Tech / Steering / TPB meeting cycle.

A task order was issued to the travel monitoring contractor to perform non-motorized counts in the spring.

The VRE-MARC Run Through Study is funded by Maryland and Virginia, please see the description under Maryland.

The Big Data Evaluation project is being jointly funded by the District of Columbia, Maryland, Virginia, and WMATA. The status of this project is provided under the Regional Transit/WMATA section of this progress report.

As part of the Transportation/Land-Use Connections Program, two technical assistance projects in Virginia were fully or partially funded under this PE number. See TLC item above for further details about the TLC Program.

11.4. WMATA

Staff attended the monthly Tech / Steering / TPB meeting cycle.

Staff developed a presentation of the key findings from the FY18 UPWP Regional Bus Service Provision Study in preparation for the January 2019 TPB Technical Committee meeting.

Progress for the TIGER grant performance monitoring addendum is reported in the Transit Planning section of this progress report.

For the proposed Big Data Evaluation, the draft Request for Proposals (RFP) was edited based on internal comments and input from the State Technical Working Group.

12. CONTINUOUS AIRPORT SYSTEM PLANNING

Staff confirmed the chairman and finalized the meeting schedule for the 2019 Aviation Technical Subcommittee.

Staff conducted needs assessment-based interviews with representatives from the Metropolitan Washington Airports Authority (MWA) and Baltimore-Washington International Thurgood Marshall (BWI) Airports as part of RASP Phase 2.

Staff completed the cleaning and sorting of geocoding data for Phase 2 of the 2017 Air Passenger Survey. Upon the completion of this task, staff began drafting the 2017 Geographic Findings Report.

FY 2019 TRANSPORTATION PLANNING BOARD

COG/TPB BUDGET EXPENDITURE SUMMARY

December 2018

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
1. Long-Range Planning				
Long Range Plan	1,049,855.00	436,902.76	56,576.65	42%
SUBTOTAL	1,049,855.00	436,902.76	56,576.65	42%
2. Performance-Based Planning and Programming				
Planning	350,945.00	157,685.49	27,621.30	45%
Transportation Improvement Plan	350,945.00	123,103.35	24,421.16	35%
SUBTOTAL	701,890.00	280,788.84	52,042.46	40%
3. Mobile Emissions Planning				
Air Quality Conformity	900,000.00	426,211.40	46,920.02	47%
Mobile Emissions Analysis	987,121.00	378,855.64	66,669.33	38%
SUBTOTAL	1,887,121.00	805,067.05	113,589.35	43%
4. Planning Programs				
Congestion Mgmt Process	425,000.00	218,055.68	42,497.15	51%
SPOTS	529,037.00	276,217.85	46,327.64	52%
Emergency Preparedness	135,000.00	73,626.87	11,758.98	55%
Transportation Safety	135,000.00	76,247.21	14,036.86	56%
Bike & Pedestrian	155,000.00	82,724.16	16,769.26	53%
Regional Public Transit	175,000.00	90,980.64	15,014.52	52%
Freight Planning	170,000.00	65,441.09	13,900.97	38%
MATOC	135,000.00	62,999.71	9,598.55	47%
SUBTOTAL	1,859,037.00	946,293.21	169,903.94	51%
5. Travel Forecasting				
Software Support	150,000.00	56,900.55	15,243.12	38%
Network Development	826,200.00	432,111.34	102,744.50	52%
Models Development	1,777,891.00	526,533.81	118,077.44	30%
SUBTOTAL	2,754,091.00	1,015,545.70	236,065.05	37%
6. Travel Monitoring and Data Programs				
Regional Travel Survey	1,400,177.00	359,995.94	55,945.20	26%

FY 2019 TRANSPORTATION PLANNING BOARD

COG/TPB BUDGET EXPENDITURE SUMMARY

December 2018

	DC, MD and VA FTA, FHWA and LOCA BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
Travel Monitoring Studies and Research	340,492.00	11,664.80	1,772.95	3%
Regional Transportation Data Clearinghouse	334,075.00	142,256.48	23,418.95	43%
GIS Data	685,590.00	295,549.85	48,856.84	43%
SUBTOTAL	2,760,334.00	809,467.08	129,993.94	29%
7. Cooperative Forecasting and Transportation Planning Coordination				
Cooperative Forecasting Coordination	915,451.00	485,911.13	87,072.78	53%
SUBTOTAL	915,451.00	485,911.13	87,072.78	53%
8. Public Participation and Human Service Transportation Coordination				
Public Participation	996,894.00	323,661.36	75,826.88	32%
Human Service Transportation Coordination	265,000.00	41,859.70	4,687.16	16%
SUBTOTAL	1,261,894.00	365,521.06	80,514.04	29%
9. Transportation Alternatives and Transportation Land Use Connection Program				
Alternatives and TLC	482,053.00	84,558.35	12,838.04	18%
SUBTOTAL	482,053.00	84,558.35	12,838.04	18%
10. TPB Support and Management				
TPB Support and Mgmt	893,653.00	373,448.45	66,278.58	42%
SUBTOTAL	893,653.00	373,448.45	66,278.58	42%
SUBTOTAL CORE PROGRAM ITEMS 1-10	14,565,379.00	5,603,503.63	1,004,874.84	38%
TECHNICAL ASSISTANCE				
District of Columbia	283,756.00	93,355.95	20,171.77	33%
Maryland	518,802.00	71,098.43	67,194.67	14%
Virginia	436,798.00	0.00	0.00	0%
WMATA	180,164.00	15,482.65	15,478.15	9%
Technical Assistance Program Total	1,419,520.00	179,937.04	102,844.59	13%
TPB GRAND TOTAL	15,984,899.00	5,783,440.67	1,107,719.42	36%

**FY 2019 TRANSPORTATION PLANNING BOARD
FINANCIAL STATUS OF TECHNICAL ASSISTANCE**

December 2018
SUPPLEMENT 1

	TOTAL		FTA/STA/LOC		PL FUNDS/LOC	
	AUTHORIZED BUDGET	TOTAL EXPENDITURES	AUTHORIZED BUDGET	FTA EXPENDITURES	AUTHORIZED BUDGET	FHWA EXPENDITURES
A. District of Columbia						
DC Program Development	10,000.00	0.00	1,258.63	0.00	8,741.37	0.00
DDOT HPMS	235,000.00	93,355.95	29,577.77	11,750.05	205,422.23	81,605.90
OTHER TASK TBD	38,756.00	0.00	4,877.94	0.00	33,878.06	0.00
SUBTOTAL	283,756.00	93,355.95	35,714.34	11,750.05	248,041.66	81,605.90
B. Maryland						
MD Program Development	15,000.00	0.00	1,887.94	0.00	13,112.06	0.00
Project Planning Studies	100,000.00	46,563.73	12,586.29	5,860.65	87,413.71	40,703.09
Feasibility/Special Studies	50,000.00	0.00	6,293.14	0.00	43,706.86	0.00
Transportation Performance Measures MD	100,000.00	0.00	12,586.29	0.00	87,413.71	0.00
Training, Misc and Tech Support	20,000.00	0.00	2,517.26	0.00	17,482.74	0.00
Transportation/Land Use Connection Program	160,000.00	24,534.70	20,138.06	3,088.01	139,861.94	21,446.69
Other Tasks TBD	73,802.00	0.00	9,288.93	0.00	64,513.07	0.00
SUBTOTAL	518,802.00	71,098.43	65,297.91	8,948.65	453,504.09	62,149.78
C. Virginia						
VA Program Dev & Data Document Processing	15,000.00	0.00	1,887.94	0.00	13,112.06	0.00
Travel Monitoring Surveys	150,000.00	0.00	18,879.43	0.00	131,120.57	0.00
Travel Modeling	40,000.00	0.00	5,034.51	0.00	34,965.49	0.00
Sub Region Study	60,000.00	0.00	7,551.77	0.00	52,448.23	0.00
OTHER TASKS TBD	91,798.00	0.00	11,553.96	0.00	80,244.04	0.00
Transportation Land Use Connections	80,000.00	0.00	10,069.03	0.00	69,930.97	0.00
SUBTOTAL	436,798.00	0.00	54,976.65	0.00	381,821.35	0.00
D. WMATA						
Program Development	5,000.00	4.50	5,000.00	4.50	0.00	0.00
TBD	157,164.00	0.00	157,164.00	0.00	0.00	0.00
Regional Bus Svc Cost Analysis	18,000.00	15,478.15	18,000.00	15,478.15	0.00	0.00
SUBTOTAL	180,164.00	15,482.65	180,164.00	15,482.65	0.00	0.00
GRAND TOTAL	1,419,520.00	179,937.04	336,152.90	36,181.35	1,083,367.10	143,755.69