

FY 2019



National Capital Region
Transportation Planning Board

Work Program Progress Report

April 2019

FY 2019

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

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The TPB approved its FY 2019 Unified Planning Work Program (UPWP) in March 2018 and amended it on March 20, 2019. The TPB Work Program Progress Report provides a short summary of each activity for the month April. 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.

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

Task 1	BUDGET	Billed this month	% Funds Expended	UPWP Page
LONG RANGE TRANSPORTATION PLANNING	\$1,049,855	\$54,594	63%	27

1. LONG-RANGE TRANSPORTATION PLANNING

Staff participated in the federal certification review. TPB staff were asked to provide an overview of the MPO’s process, details on what has been done in relation to the outcomes of previous certification reviews, performance based planning letters of agreement, the FAMPO planning and coordination agreement, the long range plan, the TIP, the UPWP, financial planning, fiscal constraint, TMA coordination, public involvement evaluation, environmental justice, Title VI and ADA and bike and multimodal transit and TDM planning.

Staff continued working on follow-up to TPB Resolution R10-2019 which 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 – Staff refined a network analysis to identify walkshed around high-capacity transit stations.
- Complete the National Capital Trail – Staff continued to implement a work program for expanding the regional trail network to cover the entire TPB region.
- Provide more telecommuting and other options for commuting – Staff and partners associated with the Commuter Connections Program continued to explore specific actions and programs that can be established/expanded to advance this initiative.

COG staff (who are not explicitly TPB staff) worked on activities to address another of the seven initiatives— “Bring jobs and housing closer together.” Resolution R10-2019 also 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	\$50,335	66%	29

2. PERFORMANCE-BASED PLANNING AND PROGRAMMING

2.1 Performance-Based Planning

Staff supported briefings on DDOT’s safety activities to the Technical Committee and the TPB, providing guidance and comments.

Staff participated in the federal certification review, including a session on performance-based planning products and a session on performance targets.

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 the contractor for the replacement of the ITIP Database.

Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$1,877,121	\$150,698	70%	33

3. MOBILE EMISSIONS PLANNING

3.1 Air Quality Conformity

Department of Transportation Planning (DTP) staff updated a draft schedule for the upcoming Transportation Improvement Program (TIP) amendment and air quality conformity analysis, with most of the activities scheduled to take place in FY 2019.

Staff kept abreast of planning activities conducted by our peer MPOs. After attending a workshop in Dallas-Fort Worth in March, DTP staff organized a “PlanWorks” tool demonstration for interested staff in April. The tool is designed by the Federal Highway Administration to support collaborative decision-making.

Staff attended the third in a series of Association of Metropolitan Planning Organizations (AMPO) Air Quality Work Group meetings. The Air Quality Work Group offers a mechanism for MPO engagement, communications, outreach and capacity building in addressing air quality and climate change issues, policies, emphasis areas, guidance and regulations, and state-of-the-practice analytic tools and techniques.

In the month of April, staff completed technical documentation related to the Visualize 2045 air quality conformity analysis.

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

3.2 Mobile Emissions Analysis

DTP staff continued working closely with Department of Environmental Programs (DEP) staff on the development of a preliminary schedule for the base-year emissions inventory submittal to EPA as part of the 2015 ozone NAAQS requirements. DEP staff discussed EPA’s responses with MWAQC-Technical Advisory Committee members regarding the specific questions related to this activity, which were submitted by the committee to EPA in March (Item #4). Regarding the technical activities related to this effort, TPB staff developed networks and conducted travel demand modeling activities related to the 2017 base-year analysis. Mobile emissions modeling is expected to take place once the draft inputs have been finalized.

DTP staff completed travel demand modeling work related to the update of regional greenhouse gas inventories. In the month of April, staff prepared the networks and completed travel demand modeling activities for the 2012 analysis year.

As a part of electric vehicle and greenhouse gas planning activities, staff attended the April Climate, Energy and Environment Policy Committee (CEEPC) meeting at the Washington Auto Show and briefed the Technical Committee on the main takeaways (Item #12). The meeting focused on the electric vehicles and infrastructure in our region. In addition, staff also attended a Transportation and Climate Initiative (TCI) workshop.

DTP staff updated and prepared a draft MOVES User Guide. Staff also attended a MOVES work group webinar to learn about the latest developments related to the mobile emissions modeling.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING PROGRAMS	\$1,859,037	\$156,052	84%	35

4. PLANNING PROGRAMS

4.1 Congestion Management Process

Staff performed an analysis on the delay and delay cost impact of a long-duration March 28, 2019 Capital Beltway gasoline tanker truck-involved crash incident near the American Legion Bridge. A memorandum on the findings was compiled and included as part of the April 17 Director’s report to the Transportation Planning Board.

Congestion dashboard analysis and report development continued.

4.2 Systems Performance, Operations and Technology Planning

Planning continued for upcoming member agency outreach interviews for the Systems Performance, Operations, and Technology (SPOT) program. Staff continued to provide 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. Planning for a fall 2019 TPB forum on connected and autonomous vehicles continued. Development and integration of the Regional ITS Architecture update continued.

Staff attended or participated in the following April 2019 events that support current and future SPOT planning efforts:

- Regional Road Salt and Water Quality Workshop, organized by the COG Department of Environmental Programs, April 1.
- Resilience Assessment and Management of Transportation Networks webinar, April 2.
- Society for Automotive Engineers (SAE) Connected and Automated Vehicles (CAV) Workshop, Detroit, Michigan, April 9 – 11.
- MDOT-SHA Connected and Automated Vehicle (CAV) Working Group meeting, April 15.
- Association for Commuter Transportation (ACT) Forum on Emerging Mobility, Austin, Texas, April 15 – 17.
- I-95 Corridor Coalition Steering Committee conference call, April 18.
- Northern Virginia Transportation Authority Transportation Technology Committee, April 24.
- I-95 Corridor Coalition Probe Data Analytics (PDA) Suite applications webinar, April 25.
- Association of Metropolitan Planning Organizations (AMPO) “National Framework for CAV” webinar, April 25.
- Virginia Department of Transportation “Dialog on Highway Automation Workshop,” April 29.

4.3 Transportation Emergency Preparedness Planning

The regularly scheduled April 10 meeting of the Transportation Emergency Preparedness Committee (R-ESF 1) was organized and conducted. The March 28 Beltway tanker truck incident was among topics discussed.

4.4 Transportation Safety Planning

Staff coordinated with DDOT Vision Zero personnel on their safety presentations to the Technical Committee on April 5 and the TPB on April 17.

Staff coordinated with MDOT SHA and MHSO personnel on their planned May safety presentations to the Technical Committee and TPB.

The regularly scheduled April 9 meeting of the Transportation Safety Subcommittee was organized and conducted. Topics discussed included the Washington Regional Alcohol Program, Alexandria's Vision Zero Initiative, and recent TPB safety activities.

For the proposed analysis of regional roadway safety outcomes, the Technical Selection Committee identified Cambridge Systematics as the selected contractor for the project; contract development began.

4.5 Bicycle and Pedestrian Planning

Bicycle and Pedestrian Subcommittee Chair George Branyan briefed the TPB Technical Committee on April 5 on DC's bike lane program.

As part of the Expand the National Capital Trail project, a joint site visit was conducted with Frederick County and City of Frederick staff on April 30, sharing local GIS and regional toward designated an expanded network. Additional site visits were scheduled for May with Prince William and Loudoun Counties.

Advice, coordination, and outreach were provided for the spring Street Smart pedestrian and bicyclist safety campaign, including the campaign's spring kickoff meeting April 23 in Fairfax County.

Planning continued for the upcoming May 30 regional Dockless Bike and Scooter Share workshop, which will be the third recent workshop on this topic.

Staff attended a curbside management workshop, April 12 at the University of Maryland.

4.6 Regional Public Transportation Planning

Staff planned for, convened, and documented a meeting of the Regional Public Transportation Subcommittee on April 23. Agenda topics included: MTA: statewide transit innovation grant program; DRPT: commonwealth mitigation funding plan, and MCDOT: Ride On microtransit program. Attendees were also briefed on study preview of the market assessment and technical feasibility for VRE-MARC run through service and on the progress of the State of Public Transportation report.

Staff coordinated the presentation of several local briefings on land use planning around the Purple Line to the TPB Technical Committee. Staff reviewed work on the TIGER Grant projects performance reports. Staff continued work on the State of Public Transportation report. Staff participated in preparations for the Metro Summer Platform Shutdown, including calls and discussion of analysis.

Staff attended the monthly WMATA JCC meeting and a Greater Greater Washington forum on the potential for MARC VRE service. Staff participated in calls and a meeting of the Bus Transformation Project, and reviewed and commented on the draft executive summary and report for the project.

4.7 Freight Planning

Planning for future Freight Subcommittee meetings was undertaken. Staff developed an agenda and confirmed the participation of presenters for the regularly scheduled May Freight Subcommittee 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 April 9 MATOC Severe Weather Working Group meeting was organized and conducted at the Virginia Department of Transportation in Fairfax, concluding severe weather coordination for the 2018/2019 winter season.

The April 12 MATOC Steering Committee meeting was organized and conducted, continuing discussion of communications, coordination, and Traffic Incident Management topics, as well as advising development of the draft FY2020 MATOC Work Plan.

The April 15 meeting and April 25 conference call of the MATOC Operations Subcommittee were organized and conducted, focusing on after-action reviews of the March 28 Beltway tanker truck incident. Observations and potential communications recommendations based on the incident were also discussed with the COG Office of Communications on behalf of the COG Public Information Officers (PIO) Committee.

Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$2,154,091	\$136,069	78%	43

5. Travel Forecasting

5.1 Network Development

One of the major inputs to the regional travel demand forecasting model is a series of transportation networks, representing the regional highway and transit systems. Each year, staff develops a new base-year transit network, which is used for coding all subsequent transit networks. This year’s base-year transit network represents year-2018 conditions. About half the transit agencies provide route information in an electronic, machine-processible format called GTFS. In April, staff compiled the GTFS transit route information and compared this to the COG transit network, to ensure that the COG network reflects the latest changes reflected in the GTFS data. This work will continue into May.

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. In April, staff finalized memos describing the year-2030 and 2045 networks.

5.2 Model Development and Support

The Travel Forecasting Subcommittee (TFS) does not meet in April. Nonetheless, to reduce paper files, staff digitized past meeting materials. Staff also continued to draft meeting highlights from the March 15 meeting.

Developmental, travel demand forecasting model: Generation-3

Staff reviewed the draft scope of work (SOW) for the upcoming request for proposals (RFP) for the Gen3 Model, which is to be COG next-generation travel demand forecasting model. COG contracts and purchasing staff worked to develop an RFP from the draft SOW. The RFP is expected to be advertised in mid-May.

Other activities

Data requests and model support: Staff replied to two data requests in April: One was requesting a copy of the 2007/2008 COG Household Travel Survey. The second was a request for the adopted, production-use travel demand model (Ver. 2.3.75).

Staff served on the Technical Selection Committee (TSC) for COG’s Big Data RFP. At the request of COG’s Information Technology and Facilities Management Team, staff developed a list of software packages used by the Travel Forecasting and Emissions Analysis Team. Staff updated the Data Requests section of the COG website. Staff began analyzing and mapping 2017 DC taxi data.

Research into Travel Time Data: Staff began documenting its recent research into ways to incorporate observed travel time information (using Google’s Distance Application Program Interface).

STOPS Training: TPB staff continued planning for the upcoming (May 7-9) training course to be held at COG on the Federal Transit Administration (FTA) Simplified Trips-on-Project Software (STOPS).

Task 6	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$2,410,334	\$88,402	50%	45

6. TRAVEL MONITORING AND DATA PROGRAMS

6.1 Household Travel Survey

For the April 2019 reporting period, the key tasks were focused on processing the data files for the 2017/2018 COG/TPB Regional Travel Survey (RTS). COG/TPB staff worked on editing and cleaning the household and person files in the RTS. COG/TPB staff also met internally to discuss proposed tabulations from the RTS data.

6.2 Travel Monitoring Counts/Studies

For the proposed analysis of regional roadway safety outcomes, the Technical Selection Committee identified Cambridge Systematics as the selected contractor for the project. Cambridge Systematics was notified of the award. Contract language has been developed and reviewed by the COG Project Manager and is being reviewed by COG legal services.

6.3 Regional Transportation Data Clearinghouse

Staff updated the Metrorail Average Monthly Weekday Ridership dataset to include calendar year 2018. Staff appended the new data, republished the map service and updated all relevant metadata. Staff made additional updates to the map service for FY18 average weekday transit ridership and updated the corresponding ArcGIS Online content items.

Staff revised SAS programs to read and summarize hourly vehicle volume and classification data. Staff modified the programs so that the process is as streamlined and automated as possible resulting in fewer steps done in ArcGIS. This will increase efficiency in the long run. Staff used these programs to produce 2016 hourly vehicle classification data by network link and corresponding metadata to answer a request from TransUrban.

Staff began a project to inventory CTPP tabulations done in the past decade to be used to develop a workplan for tabulating CTPP data going forward.

Staff created an ArcGIS Online content item for TPB’s Bike to Work Day pit stop locations. This was in response to a data request from a transportation blogger interested in the data.

Staff made additional underlying code changes to the functionality of the RTDC Data Viewer to address security changes applied to ArcGIS Online content. Staff repackaged the application to be available as a stand-alone application.

Staff prepared an illustrated memorandum on the RTDC as part of the materials prepared for the May TPB Technical Committee meeting.

6.4 GIS Data (Technical Support)

Staff planned and participated in a PSAP Working Group phone call on April 9 where participants talked about successes, challenges and progress that they have made in delineating Census geographical areas.

Staff attended the Maryland State Geographic Information Committee (MSGIC) meeting held on April 10 in Crownsville, MD and the Maryland State Geographic Information Committee (MSGIC) Spring Quarterly meeting held on April 17 in Hagerstown, MD.

Staff, along with TPB’s Bicycle and Pedestrian Planner, met with jurisdictional staff from Frederick County and the City of Frederick to discuss the expansion of the National Capital Trail, on April 30 in Frederick, MD.

Staff completed a draft set of network buffers/service areas for High Capacity Transit (HCT) stations, part of a larger effort to identify deficiencies and demand through watershed analysis of HCT stations. Staff continue to meet to discuss the next steps.

Staff prepared draft maps (in PDF form) showing the Washington and New York regions’ rail transit systems (urban rail and commuter rail) superimposed on the Washington region base map, in fulfillment of a request by the DTP Director.

Staff received a request for information from the Virginia Department of Transportation (VDOT) GIS staff regarding TPB’s Bike to Work Day pitstop locations and, at the request of Commuter Connections staff, continued to make adjustments to the Bike to Work Day pit stop locations.

Staff continued to work with the Office of Communications (OC) to develop new and refine old map content for the COG website. Staff received a request from fellow DTP staff regarding assistance creating a map of TPB committee members by location to illustrate the geographic distribution of participation in TPB activities.

Staff worked with staff from COG’s Information Technology and Facilities Management (ITFM) to update GIS hardware and software to fully comply with Esri’s policy to force all GIS-related applications to use the TLS 1.2 internet security protocol. Staff responded to a request from the Planning Data and Services Director to compile a list of specialized software that the team maintains/supports/uses that is in addition to COG’s standard desktop software deployment.

Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION	\$915,451	\$79,185	90%	49

7. COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING COORDINATION

During April, DCPS and DTP staff provided continued support to the Cooperative Forecasting and Data Subcommittee, the Planning Directors Technical Advisory Committee, and the Housing Directors Advisory Committee to focus on addressing the regional housing shortfall noted by the TPB Long-Range Plan Task Force and the COG Board of Directors’ “100,000 additional housing units” initiative. This effort advances the Visualize 2045 aspirational initiative of bringing jobs and housing closer together in the region.

DCPS Director Paul DesJardin briefed COG’s Chief Administrative Officers (CAOs) Committee at its April 3 meeting on the work to date of the Planning Directors and Housing Directors to address the Board Housing Initiative. On April 5, Mr. DesJardin briefed staff of the Prince William Planning Department on the Cooperative Forecasting process, Region Forward and the COG Board housing initiative.

During April, COG DCPS staff and local planning staff members completed their assessments of the issue of “accessibility”: determining how much of the potential additional 100,000 housing unit capacity that has been identified in local plans could be accommodated within Activity Centers and High Capacity Transit station areas. On April 9, DPCS staff presented summaries of the jurisdictional capacity analysis to the Planning Directors Technical Advisory Committee, noting that the region could accommodate 100,000 additional units within the footprint of the High-Capacity Transit (HCT) Stations. DPCS staff also presented an analysis which determined that 77% of the

additional housing could be accommodated in HCT station areas in the Inner Suburbs; 16% could be accommodated within the Central Jurisdictions; and 7% of the additional capacity would be within HCT station areas in the Outer Suburbs.

On April 10, Mr. DesJardin briefed the COG Board on the housing “accessibility” analysis. At this meeting, COG Executive Director Chuck Bean introduced a resolution establishing a Housing Strategy Work Group of elected officials to address the housing needs from a policy framework.

At the April 26 Region Forward Coalition meeting, Sakina Khan of the DC Office of Planning and Karl Moritz, Planning Director for the City of Alexandria, briefed the Coalition on the Housing Initiative and the work of the Planning Directors and Housing Directors to address this issue. In addition, TPB Planning Data and Research Program Director, Tim Canan, briefed the Coalition on proposed equity-based targets for accessibility to address growth and equity from a transportation perspective in Region Forward.

TPB staff hosted a conference call among local government staff members responsible for preparing proposed census boundary designations as part of the U.S. Census Participant Statistical Area Program. The purpose of this call was to provide an opportunity to share information and status among participants on the progress being made and to discuss any issues that required coordination at the regional level.

Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION	\$1,261,894	\$62,264	50%	51

8. PUBLIC PARTICIPATION AND HUMAN SERVICES COORDINATION

8.1 Public Participation

Staff conducted the first and second sessions of this year’s TPB’s Community Leadership Institute on the evenings of April 17 and April 25. The institute is a three-day workshop on regional transportation for community activists from throughout the region. This is the 16th session of the CLI, although it has not been conducted since 2015.

The Citizens Advisory Committee (CAC) met on Thursday, April 11. At the meeting the committee met with representatives of the federal transportation agencies to provide input for the TPB’s Federal Certification Review. The committee also received briefings and provided comments on Bike to Work Day and the Washington-Baltimore Air Passenger Survey.

Staff conducted internal discussions to determine how the recently completed evaluation of the TPB’s public involvement activities can be used to focus and guide the TPB’s work activities.

8.2 Communications

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

- “The TPB Focuses on Safety – Fatal crashes on our region’s roadways have increased each year since 2015, a disturbing turnaround from the dramatic decline in annual fatalities between 2005”
- “The TPB seeks applications for Transportation Alternatives grants – Sidewalks, crosswalks, and trails are among the small projects eligible to receive funding through a federal grant program that is currently accepting.”

- “Who’s using our region’s airports and how are they getting there? - In 2017, fewer people traveled out of the Washington-Baltimore region’s airports for vacation, compared to 2015...”
- “Spike in pedestrian deaths prompts more action across the D.C. region – With pedestrian deaths on the rise around the metropolitan Washington area, local and state officials are taking action...”

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 April staff participated in the Federal Certification process and attended the Transportation Research Board’s TRB Demand Responsive and Innovative Transportation Services Conference to learn about national and regional innovations and coordination efforts as they relate to older adults and people with disabilities.

Staff fine-tuned the timeline for the 2019 Enhanced Mobility Solicitation and held a conference call with Foundant, grants management software vendor, to initiate activities required for launch. Staff also transferred Enhanced Mobility solicitation information and materials from the external tpbcoordination.org website to COG’s website for more streamlined access.

Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION ALTERNATIVES (TAP) AND LAND USE CONNECTION (TLC) PROGRAMS	\$482,053	\$62,717	55%	55

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

In April, the TLC projects for FY 2019 were underway as described below:

- DC (Barry Farm): The consultant continued working on the final deliverable based on feedback from stakeholders. Stakeholders met to discuss updates and draft deliverables.
- MD (Montgomery County): The project has been finalized.
- MD (Montgomery County-Seneca): After the findings and recommendations were presented, the consultant began to make revisions based on feedback.
- MD (Prince George's County-Cheverly): There was a stakeholder meeting and public meeting held on April 10. The consultant continues to work on the final deliverable.
- MD (Prince George's County-Forest Heights): The consultant has completed the field work for the project. Plans for a community meeting have been set for April.
- MD (Prince George's County (Purple Line Parking Study): After the stakeholder meeting, the consultant received feedback and continues to work on the final report.
- VA (Arlington County): A project meeting occurred on April 22. The consultant received feedback from stakeholders on the initial draft findings. Preparation for the final deliverables continued.
- VA (Fairfax County): The draft report was finalized. Plans have been set for a stakeholder meeting on May 8.
- VA (Prince William County): The consultant continues to work on the final report of Task 3.

April 2 was the deadline for applications for FY 2020 technical assistance. The TPB received 25 applications for FY 2020. The total requested funding for the entire application package was \$1,325,000. Throughout the month, staff reviewed the applications internally and compiled input

on them. The TLC selection panel reviewed the applications and scored them ahead of their meeting on April 29. At that meeting, the panel recommended 13 projects for funding for a total of \$680,000. The list of recommended projects was scheduled to be announced to the TPB Technical Committee on May 3. The TPB will vote on the recommendations at its meeting on May 15.

TPB staff conducted outreach to encourage applications from Maryland and the District of Columbia for the Transportation Alternatives Set-Aside Program. Applications for Maryland are due on May 15. Applications for D.C. are due on May 17.

Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB SUPPORT AND MANAGEMENT	\$893,651	\$42,878	68%	57

10. TPB SUPPORT AND MANAGEMENT

TPB Support and Management

The TPB Technical Committee met on April 5, 2019. Agenda items included a briefing on the TPB’s Community Leadership Institute, updates on the federal certification review process including the upcoming site review and agenda for April 10-11, the announcement of upcoming solicitations for applications for the Transportation Set-Aside Program and TPB’s System Performance, Operations, and Technology Subcommittee outreach. Additionally, presentations included DDOT’s DC Vision Zero campaign, 2019 Bike to Work Day and Visualize 2045 presentations from Prince George’s County and Montgomery County on the Purple Line, and finally DDOT’s Bike Lanes Project.

The Transportation Planning Board met on April 17, 2019. Agenda items included reports of the technical committee, the and Citizens Advisory Committee (CAC), and Steering Committee actions in addition to the report of the director. Action items included approval of the 2019 Regional Bike to Work Day Proclamation, Approval of the R17-2 WMATA FY20-24 TIP Amendment. Additionally, the board was provided presentations regarding DDOT’s Vision Zero campaign, an overview of the TPB Community Leadership Institute and the 2017 Washington Baltimore Air Passenger Survey.

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:

- State Technical Working Group (STWG)
- TPB Technical Committee
- TPB Steering Committee
- Transportation Planning Board (TPB)
- Bicycle & Pedestrian Subcommittee
- TPB Access for All (AFA)
- Regional Public Transportation Subcommittee (RPTS)
- Citizens Advisory Committee (CAC)
- TPB Long Range Task Force
- MATOC 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 April 2019 includes:

- Strategy Advisory Panel – Boston Consulting Group
- Maryland Department of Planning Discussion
- Bus Transformation Advisory Panel - WMATA
- COG Planning Directors Meeting
- Federal Certification Review (April 10 & 11)
- COG Board of Directors Meeting
- CLI Briefing
- Arrive at Home Campaign Meeting
- Smart Regions Movement Briefing
- FAMPO Meeting
- Station Access Project Meeting
- Leadership Greater Washington
- Region Forward Coalition Meeting
- Dialog Highway Automation Workshop

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
TECHNICAL ASSISTANCE	\$1,147,520	\$68,970	33%	59
District of Columbia	\$276,756	\$13,814	60%	59
Maryland	\$393,802	\$25,395	34%	61
Virginia	\$411,798	\$29,759	12%	63
WMATA	\$65,164	\$0	39%	65

11. TECHNICAL ASSISTANCE

11.1 District of Columbia

Program Development, Data Requests, and Miscellaneous Services

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

Traffic Counts and Highway Performance Monitoring System (HPMS) Support

Staff summarized and analyzed the March traffic data from PCS, FTMS, and HERE stations and shared the summary with DDOT staff for field inspection purposes. Staff finished processing the 2018 traffic count data and produced AADT, Preliminary VMT, K Factor, D Factor, Single and Combination Unit Truck AADT, and Single and Combination Truck Peak Percentages to be used for the 2018 HPMS submission. Staff reviewed areas where truck percentages had been estimated in the past and identified a more accurate means of estimating them.

Staff reviewed and accepted 72 short term counts (10 Classification, 14 Ramp and 48 Volume) delivered by the contractor. Staff created count location maps and assigned the second batch of 110 counts for the 2019 spring counting season and provided the contractor with a GIS file of the count locations. Staff reviewed and approved Invoice #3 for the traffic counting contract. Staff trained additional staff on the process to review short term traffic counts. In addition, staff worked on archiving the 2018 traffic count files.

TIGER Grant Performance Monitoring Addendum

Progress for this item is reported in the Transit Planning section of this progress report.

Big Data Evaluation

This 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 MarylandProgram Development, Data Requests, and Miscellaneous Services

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

VRE-MARC Run Through Study

For the proposed assessment of the market potential for a one-seat commuter rail service between points in the State of Maryland and the Commonwealth of Virginia and its potential to influence development and revitalization of suburban commercial centers, the Technical Selection Committee identified Foursquare ITP as the selected contractor for the project. Foursquare ITP was notified of the award. A contract was developed and is currently under review by Foursquare ITP.

Big Data Evaluation

This project is 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.

Traffic Relief Plan (TRP)

Staff attended the March I-495 & I-270 Managed Lanes Study Interagency Meeting to monitor the project development activities. Furthermore, staff reviewed the Alternatives Retained for Detailed Study draft report and provided comments to Maryland State Highway Administration.

Maryland Technical Assistance (TLC Program)

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.

11.3 VirginiaProgram Development, Data Requests, and Miscellaneous Services

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

Travel Monitoring Surveys

Staff planned and participated in bi-weekly check-in phone calls for the VDOT Mode Share Studies: I-66 and I-395 and for the VDOT Non-Motorized Traffic Study. Staff researched past Non-motorized study data availability through MioVision.

VRE-MARC Run Through Study

This project is funded by Maryland and Virginia, please see the description under Maryland.

Big Data Evaluation

This 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.

Virginia Technical Assistance (TLC Program)

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 Regional Transit/Wmata

Program Development, Data Requests, and Miscellaneous Services

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

TIGER Grant Performance Monitoring Addendum

Progress for this item is reported in the Transit Planning section of this progress report.

Big Data Evaluation

For the proposed study to develop a framework to evaluate big data in regional travel and mobility, six responses to the RFP were received by the April 10th deadline. A seven-member technical selection committee (TSC) was formed consisting of three TPB staff representatives and one representative each from DDOT, WMATA, MDOT SHA, and VDOT. The TSC began scoring the proposals in accordance with the method of award stated in the RFP.

12. CONTINUOUS AIRPORT SYSTEM PLANNING

Staff completed the Ground Access Forecast Update and delivered the Ground Access Forecast Update data in a memo to the COG-TPB Models Development Team.

Staff reviewed and internally proposed adjustments to the 2019 Washington-Baltimore Regional Air Passenger Survey instrument and survey distribution methodology.

Staff presented key findings from the 2017 Washington-Baltimore Regional Air Passenger Survey to the Citizens Advisory Committee on April 11 and the Transportation Planning Board on April 17.

Staff continued analyzing data submitted by the region’s three commercial airports on their supply and demand-based metrics for Phase 2 of the Regional Air System Plan (RASP).

**FY 2019 TRANSPORTATION PLANNING BOARD
COG/TPB BUDGET EXPENDITURE SUMMARY**

April 2019

	DC, MD and VA FTA, FHWA and LOCAL BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
1. Long-Range Planning				
Planning	1,049,855.00	663,618.28	54,594.81	63%
SUBTOTAL	1,049,855.00	663,618.28	54,594.81	63%
2. Performance-Based Planning and Programming				
Planning	350,945.00	248,932.85	23,370.90	71%
Transportation Improvement Plan	350,945.00	215,185.90	26,964.42	61%
SUBTOTAL	701,890.00	464,118.75	50,335.32	66%
3. Mobile Emissions Planning				
Air Quality Conformity	900,000.00	663,001.62	77,200.08	74%
Mobile Emissions Analysis	987,121.00	656,107.90	73,498.13	66%
SUBTOTAL	1,887,121.00	1,319,109.52	150,698.21	70%
4. Planning Programs				
Congestion Mgmt Process	425,000.00	369,398.66	38,891.55	87%
Planning Programs System Pref. Ops Tech Planning	529,037.00	444,493.02	42,848.92	84%
Planning Programs Transp Emergency Preparedness	135,000.00	117,301.95	11,879.76	87%
Transportation Safety Planning	145,000.00	123,740.18	10,090.04	85%
Bicycle & Pedestrian Planning	155,000.00	125,485.07	10,038.61	81%
Regional Public Transit	175,000.00	154,068.68	16,104.81	88%
Freight Planning	160,000.00	126,841.89	16,016.20	79%
MATOC	135,000.00	108,689.69	10,182.29	81%
SUBTOTAL	1,859,037.00	1,570,019.13	156,052.18	84%
5. Travel Forecasting				
Software Support	150,000.00	110,202.23	9,323.90	73%
Network Development	826,200.00	727,823.90	49,924.94	88%
Models Development	1,177,891.00	843,429.70	76,820.44	72%
SUBTOTAL	2,154,091.00	1,681,455.83	136,069.27	78%
6. Travel Monitoring and Data Programs				
Travel Monitoring Studies and Research	1,050,177.00	500,462.33	29,932.94	48%

**FY 2019 TRANSPORTATION PLANNING BOARD
COG/TPB BUDGET EXPENDITURE SUMMARY**

April 2019

	DC, MD and VA FTA, FHWA and LOCAL BUDGET TOTAL	FUNDS EXPENDED	BILLED THIS MONTH	% FUNDS EXPENDED
Travel Monitoring Studies and Research	340,492.00	21,645.60	2,322.95	6%
Regional Transportation Data Clearinghouse	334,075.00	239,819.28	26,675.25	72%
GIS Data	685,590.00	440,169.67	29,471.66	64%
SUBTOTAL	2,410,334.00	1,202,096.89	88,402.79	50%
7. Cooperative Forecasting and Transportation Planning Coordination				
Cooperative Forecasting Coordination	915,451.00	820,048.05	79,185.95	90%
SUBTOTAL	915,451.00	820,048.05	79,185.95	90%
8. Public Participation and Human Service Transportation Coordination				
Public Participation	996,891.00	572,181.62	57,636.67	57%
Human Service Trans Coordination	265,000.00	59,227.10	4,628.11	22%
SUBTOTAL	1,261,891.00	631,408.72	62,264.78	50%
9. Transportation Alternatives and Transportation Land Use Connection Program				
Alternatives and TLC	482,053.00	265,364.54	62,717.16	55%
SUBTOTAL	482,053.00	265,364.54	62,717.16	55%
10. TPB Support and Management				
TPB Support and Mgmt	893,653.00	608,205.09	42,878.18	68%
SUBTOTAL	893,653.00	608,205.09	42,878.18	68%
SUBTOTAL CORE PROGRAM ITEMS 1-10	13,615,376.00	9,225,444.79	883,198.66	68%
TECHNICAL ASSISTANCE				
District of Columbia	276,756.00	167,381.06	13,814.73	60%
Maryland	393,802.00	134,015.78	25,395.61	34%
Virginia	411,798.00	51,010.52	29,759.98	12%
WMATA	65,164.00	25,434.72	0.00	39%
Technical Assistance Program Total	1,147,520.00	377,842.08	68,970.32	33%
TPB GRAND TOTAL	14,762,896.00	9,603,286.87	952,168.99	65%

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

April 2019
SUPPLEMENT 1

	TOTAL AUTHORIZED BUDGET	TOTAL EXPENDITURES	FTA/STA/LOC AUTHORIZED BUDGET	FTA EXPENDITURES	PL FUNDS/LOC AUTHORIZED BUDGET	FHWA EXPENDITURES
A. District of Columbia						
DC Program Development	10,000.00	6,814.14	2,255.07	1,536.63	7,744.93	5,277.51
DDOT HPMS	235,000.00	150,566.92	52,994.06	33,953.84	182,005.94	116,613.08
OTHER TASK TBD	18,756.00	0.00	4,229.60	0.00	14,526.40	0.00
Tiger Grant Perf Mon Addendum	10,000.00	10,000.00	2,255.07	2,255.07	7,744.93	7,744.93
Big Data Study - DC	3,000.00	0.00	676.52	0.00	2,323.48	0.00
SUBTOTAL	276,756.00	167,381.06	62,410.32	37,745.54	214,345.68	129,635.52
B. Maryland						
MD Program Development	15,000.00	6,814.14	3,382.60	1,536.63	11,617.40	5,277.51
Project Planning Studies	100,000.00	67,850.13	22,550.67	15,300.66	77,449.33	52,549.48
Feasibility/Special Studies	25,000.00	0.00	5,637.67	0.00	19,362.33	0.00
Training, Misc and Tech Support	20,000.00	0.00	4,510.13	0.00	15,489.87	0.00
Transportation/Land Use Connection Program	160,000.00	58,971.94	36,081.06	13,298.56	123,918.94	45,673.38
Other Tasks TBD	53,802.00	0.00	12,132.71	0.00	41,669.29	0.00
MARC - VRE Runthrough - MD	15,000.00	379.56	3,382.60	85.59	11,617.40	293.97
Big Data Study -MD	5,000.00	0.00	1,127.53	0.00	3,872.47	0.00
SUBTOTAL	393,802.00	134,015.78	88,804.97	30,221.45	304,997.03	103,794.33
C. Virginia						
VA Program Dev & Data Document Processing	15,000.00	7,430.22	3,382.60	1,675.56	11,617.40	5,754.65
Travel Monitoring Surveys	150,000.00	2,118.70	33,826.00	477.78	116,174.00	1,640.92
Travel Modeling	40,000.00	0.00	9,020.27	0.00	30,979.73	0.00
Regional and SubRegion Studies	15,000.00	0.00	3,382.60	0.00	11,617.40	0.00
OTHER TASKS TBD	91,798.00	0.00	20,701.06	0.00	71,096.94	0.00
Transportation Land Use Connections	80,000.00	41,082.04	18,040.53	9,264.27	61,959.47	31,817.77
MARC - VRE Runthrough - VA	15,000.00	379.56	3,382.60	85.59	11,617.40	293.97
Big Study - VA	5,000.00	0.00	1,127.53	0.00	3,872.47	0.00
SUBTOTAL	411,798.00	51,010.52	92,863.19	11,503.21	318,934.81	39,507.31
D. WMATA						
Program Development	5,000.00	7,434.72	5,000.00	7,434.72	0.00	0.00
TBD	32,164.00	0.00	32,164.00	0.00	0.00	0.00
Tiger Grant Perf Mon Addendum	18,000.00	18,000.00	18,000.00	18,000.00	0.00	0.00
Big Data Study - WMATA	10,000.00	0.00	10,000.00	0.00	0.00	0.00
SUBTOTAL	65,164.00	25,434.72	65,164.00	25,434.72	0.00	0.00
GRAND TOTAL	1,147,520.00	377,842.08	309,242.48	104,904.92	838,277.52	272,937.15