

FY 2020



National Capital Region
Transportation Planning Board

Work Program Progress Report

March 2020

FY 2020

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

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The TPB approved its FY 2020 Unified Planning Work Program (UPWP) in March 2019. The TPB Work Program Progress Report provides a short summary of each activity for the month of March. In addition, this report concludes with status updates reflecting timelines for all ongoing program plans and projects. Please reference the 2020 UPWP for details concerning the approved budget, and work description for each task. The following graphic 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	\$1,002,493	\$67,083	51%	29

1. LONG-RANGE TRANSPORTATION PLANNING

1.1 Long-Range Transportation Plan

Staff that manages long-range plan activities continued refining an approach, a schedule, an outline, and a workplan for the next quadrennial plan update that is expected to be approved in 2022. Staff engaged consultant graphic design support to develop a template update branding, and create graphics, including a high-level schedule graphic to be used for LRP rollout. Staff continued coordinating with other DTP staff to conceptualize planning activities that will inform the next long-range plan. Staff is implementing a task to increase the robustness of TPB’s evaluation of federal performance factors such as resiliency, and of other impacts on the transportation system such as new transportation technologies (future factors). Staff continued a project to review and update performance measures used to evaluate the long-range plan (constrained element). Staff continued coordinating with the public involvement team and has defined a coordinated outreach approach for the next plan that will address Aspirational Initiatives and future factors. This plan was approaching final at the time Covid-19 became a global pandemic. Staff are revisiting potential outreach approaches to consider potential ways to engage people that would be consistent with social distancing, should this be a requirement over the coming year.

Staff also continued to coordinate the implementation of activities related to the aspirational initiatives in Visualize 2045. Staff continued to schedule and conduct site visits to engage with the TPB member local governments and independent transit agencies to encourage and support them in promoting projects, programs and policies that advance the Aspirational Initiatives. By the end of March, staff had met with all but one of the TPB member jurisdictions and one transit agency. These contacts will be followed up with after Covid-19 is demanding less of the contact’s time. Staff drafted and shared internally a memorandum that documents key themes that were discussed during the site visits. In April, staff will meet to discuss if any of the lessons learned can inform or improve existing work program activities, to identify new activities that TPB might undertake, and then staff will make recommendations as to next steps the TPB might be able to take to support its members with implementation of Visualize 2045.

1.2 Federal Compliance

Staff coordinated with Stafford County, the Fredericksburg MPO, and FHWA to work on fulfilling the federally-recommended action to update the 2004 TPB/FAMPO MOU.

1.3 Policy Board-Directed Activities

Staff also 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:

- Improve walk and bike access to transit – In 2019, TPB staff developed a draft list of Transit Access Focus Areas (TAFAs) and conducted informal meetings with the staff of large jurisdictions to discuss the methodology, as well as the inputs and outputs for this project. In March, staff developed a plan for addressing feedback received in those meetings, developing a revised list of TAFAs conducting additional outreach, and finalizing the project. TPB staff currently anticipates that the TPB will be asked to approve the TAFAs list in July 2020.
- Complete the National Capital Trail Network – Staff continued to implement a work program for expanding the regional trail network to cover the entire TPB region, as a network. The draft final network is being updated to reflect some additional data that is coming available from TPB members.

- Provide more telecommuting and other options for commuting – Commuter Connections Program continued to make available to the public the Incentrip app that launched on August 28. Staff also conducted other TDM related activities including publicizing the new telework templates March 6, 2020.

COG staff (who are not explicitly TPB staff) worked on activities to address another of the seven initiatives – “Bring jobs and housing closer together.” The Housing Initiative has been underway to identify how to work together as a region to build 100,000 more housing units over the next decade in the region’s Activity Centers. 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.” COG staff made recommendations to the COG board regarding three regional housing targets. In September, the COG Board voted unanimously to endorse the three housing targets. Based on recent work, COG and TPB have been advancing a discussion on Transit-Oriented Communities.

Task 2	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRANSPORTATION IMPROVEMENT PROGRAM	\$433,982	\$30,675	57%	31

2. TRANSPORTATION IMPROVEMENT PROGRAM

2.1 Transportation Improvement Program (TIP)

At its meeting on March 6, the TPB Steering Committee approved two resolutions to amend the FY 2019-2024 TIP as requested by the Maryland Department of Transportation on behalf of Prince George’s County. The amendment was requested to include funding for the Prince George’s County Electric Bus Initiative.

The TPB Technical Committee was briefed on the public comment period on the draft FY 2021-2024 TIP that closed on March 1. Staff developed a response to a letter from MWAQC which was the only comment received during the public comment period. This was presented to the TPB at its meeting on March 18. The TPB approved the FY 2021-2024 TIP at the same meeting.

TPB staff revised the financial and other analyses of projects in the FY 2021-2024 TIP and began compiling the appendices for publication of the TIP document.

2.2 TIP Database support

Work was completed on a number of modules for the Project InfoTrak database system, including the TIP and Long-Range Transportation Plan modules and their customizations, the Call for Projects, and the obligations modules.

Bi-weekly conference calls with the EcoInteractive consultant staff and member agencies continued. Work continued on the Bicycle/Pedestrian Plan module and efforts to gather data for the GIS module. Work began on the obligation and reporting modules.

A tentative go-live date was proposed for April 20, 2020.

Task 3	BUDGET	Billed this month	% Funds Expended	UPWP Page
PLANNING ELEMENTS	\$2,850,810	\$172,721	56%	33

3. PLANNING ELEMENTS

3.1 Performance-Based Planning

Staff continued the review of options for the incorporation of performance-based planning elements in the Project Info Track database.

Staff attended the VDOT MPO PBPP quarterly meeting in Petersburg.

With the first two years of the 2018-2021 targets now in the past, staff reviewed PBPP requirements in preparation for data collection and analysis, as well as DOT interest in any revision of 4-year targets by the MPO. Staff also prepared for the implementation of the PBPP Transit Safety requirements and target-setting by the transit agencies.

3.2 Congestion Management Process

The March 19, 2020 TPB Vehicle Probe Data Users Group meeting was organized and conducted (by webinar), discussing: 1) methods to develop performance-based planning and programming measurement and targets for the National Capital Region; 2) DDOT traffic trend analysis activities; 3) a recent staff review of the accuracy of the GIS representation of the Congestion Management Process (CMP) Transit-Significant Network; and 4) the University of Maryland Probe Data Analytics Suite’s Bottleneck Ranking tool.

Congestion Management Process (CMP) data compilation and analysis for the 2020 CMP Technical Report, and for upcoming Quarterly Reports, continued.

Staff also participated in external events or activities in conjunction with CMP planning. These events included the Regional Integrated Transportation Information System (RITIS)/Probe Data Analytics Suite features webinar on March 2; the StreetLight data system training webinar on March 25; and the Transportation in the Coronavirus Era: Understanding the impact of COVID-19 on our cities and Transportation Network, presented by Inrix, Inc. on March 6.

3.3 Systems Performance, Operations, and Technology Planning

Planning for FY 2020 TPB forums on connected and autonomous vehicles (CAV) continued. In conjunction with CAV forums planning, the CAV topic was discussed with the TPB Citizens Advisory Committee at their March 12 meeting. The CAV forum previously scheduled for March 31 was canceled due to COVID-19 precautions; staff began exploring alternative dates and formats (i.e. webinars).

Staff also participated in external activities in conjunction with SPOT planning including the Northern Virginia Transportation Authority/ITS Virginia Annual Roundtable on transportation technology, March 11 in Fairfax and the ConnectedDMV Mobility and Logistic Solutions Group on March 11 by conference call.

3.4 Transportation Emergency Preparedness Planning

The preparations began for the April 8 meeting of the Transportation Emergency Preparedness Committee (R-ESF1), to discuss current regional transportation emergency preparedness issues; no March meeting was held.

3.5 Transportation Safety Planning

For the Analysis of Regional Roadway Safety Outcomes study, consultant staff continued network screening, recommendations development, and outreach to the Technical Advisory Panel for

guidance on a fourth topic area for a deeper dive analysis of regional crashes to complement the analysis previously done on pedestrian, intersection, and major arterial crashes.

Staff began developing ideas for a potential safety program that could be included as part of a set of safety improvement recommendations for the TPB to consider.

Staff collaborated with the consultant team to develop presentation materials for the April Technical Committee describing the results of the deeper dive analysis into pedestrian, intersection, and major arterial crashes.

Staff participated in a Prince George's County's Vision Zero Steering Committee meeting on March 31. Discussion topics included a review of Maryland General Assembly safety-related legislation, a review of crash data analyses focusing on top crash locations and a review of the two-year action plan.

3.6 Bicycle and Pedestrian Planning

The March 17 meeting of the Bicycle and Pedestrian Subcommittee was organized and conducted by webinar. The subcommittee was briefed on the project to integrate the Bicycle and Pedestrian project database into a new Transportation Improvement Program database to reduce duplication of effort and improve accuracy and timeliness of project data in the Bicycle and Pedestrian Plan. It was agreed at the meeting to start the database anew with fresh data, since the current legacy database was five years out of date. Subcommittee members were asked to review and comment on a draft database input form. Additionally, the Subcommittee was briefed on the progress of the TPB's Transit Access Focus Areas study.

Work continued on the draft of the National Capital Trail Network.

Staff attended or participated in the following March 2020 events that support current and future Bicycle and Pedestrian Planning efforts including New Design Roadside Path planning conference calls, March 11 and 25.

3.7 Regional Public Transportation Planning

The Regional Public Transportation Subcommittee met in March remotely. TPB staff and consultants gave presentations on the MARC/VRE Run Through Service Market Assessment, the Transit Oriented Communities (TOC) study, and an update on the Transit Safety performance-based planning and programming requirements.

Staff prepared federal grant application endorsement letters on behalf of the District Department of Transportation.

Staff attended the WMATA JCC meeting. Staff continued discussions with stakeholders on potential next steps regarding the Bus Transformation Project.

3.8 Freight Planning

The regularly scheduled March 5 meeting of the TPB Freight Subcommittee was organized and conducted. Agenda items included 1) the dynamics of energy transport and implications for freight, 2) security implications of potential supply chain disruptions, and 3) a roundtable discussion on potential collaboration between the TPB Freight Subcommittee and COG's Critical Infrastructure Working Group.

On March 9, staff participated in DDOT's Regional Curbside Management Roundtable where the upcoming TPB Regional Curbside Forum was discussed.

Staff continued collaboration with DDOT for the Regional Curbside Management Forum, but COVID-19 precautions have resulted in scaling back plans that had included a vendor expo as part of the forum.

3.9 Metropolitan Area Transportation Operations Coordination Program Planning

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.

Special conference calls were organized and conducted during March 2020 to discuss MATOC/transportation agency operational impacts of COVID-19, including:

- MATOC Operations Subcommittee, March 5
- MATOC Operations Subcommittee and MATOC Transit Task Force joint call, March 18
- MATOC Transit Task Force, March 25
- MATOC Operations Subcommittee, March 26
- MATOC Steering Committee, March 27.

The regularly scheduled March 10 meeting of the MATOC Severe Weather Coordination Working Group was organized and conducted by conference call, discussing ongoing winter weather operations and coordination.

The regularly scheduled March 13 meeting of the MATOC Steering Committee was organized and conducted, continuing discussion of communications, coordination, and Traffic Incident Management topics as well as emerging impacts of COVID-19.

Task 4	BUDGET	Billed this month	% Funds Expended	UPWP Page
PUBLIC PARTICIPATION	\$1,013,150	\$69,630	56%	39

4. PUBLIC PARTICIPATION

4.1 Public Participation and Outreach

Public participation activities and planning for future activities were all affected by the quarantine resulting from the COVID pandemic.

The 2020 Citizens Advisory Committee (CAC) met for an online-only meeting on February 13. At the meeting the committee learned about the Air Quality Conformity Analysis, Transportation Oriented Communities, and Connected and Autonomous vehicles.

Staff continued work on the update of the TPB's Public Participation Plan. The update process will take place throughout the next several months. Board approval is expected in the summer of 2020.

Staff continued preliminary planning for public engagement that will be part of the next update of the long-range plan, which is scheduled for approval in 2022. Tentative plans for this year (calendar year 2020) include a public opinion survey, qualitative research focused on the aspirational initiatives, infographics and other communications activities, and a kickoff event in the fall. At the end of the month, staff began to assess how these activities might be accomplished using virtual participations tools.

4.2 Communications

The TPB News, the TPB's online newsletter, featured stories on the items related to the TPB agenda in March.

Here's what's coming up at the March TPB Meeting
March 10

Commuter Connections Offers New Telework Resources
March 19

TPB's work goes on, from home
March 24

Here's what happened at an unusual virtual TPB meeting
March 24

Throughout the period, TPB staff maintained an active presence on social media. Staff updated pages on the COG website related to transportation.

Task 5	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL FORECASTING	\$3,140,203	\$195,293	49%	41

5. TRAVEL FORECASTING

5.1 Network Development

Staff updated the network database to reflect a correction on the coding of the Virginia Beltway HOT lanes project and exported and reviewed 2025, 2030, and 2040 networks for use in the model/network transmittal package that is currently being prepared for the Ver. 2.3.78 Model.

Staff finalized the static maps showing all the major projects in the region's Long-Range Transportation Plan (LRTP) and added them to both the summary and full conformity reports for the air quality conformity analysis of the 2020 Amendment to Visualize 2045.

Staff responded to a series of questions from Montgomery County related to transit network coding and the impacts of variables in the station file.

Model development and network development staff completed a draft version of the network documentation for the networks that were used in the air quality conformity analysis of the 2020 Amendment to Visualize 2045. The report is expected to be finalized in mid-April, in preparation for developing the model/network transmittal package (Ver. 2.3.78 Model, Round 9.1a land use), which should also be completed in mid-April.

Staff continued attending bi-weekly meetings, via conference call, with EcoInteractive, the consulting group developing an interactive online database of the region's Transportation Improvement Program (TIP). The new database will expand upon the database that had been used for iTIP and should allow TPB staff to coordinate the inputs for the LRTP, TIP, and conformity inputs to provide smoother, more seamless, data collection from the state and local DOTs and other implementing agencies.

Staff continued development of the 2019 base transit network files. This work included manual calculation of average bus runtimes and headways for transit service providers not in the General Transit Feed Specification (GTFS) data.

Transportation networks used by the travel demand model are developed by TPB staff using a series of geodatabases. These geodatabases are updated using COGTools, an ArcGIS add-in. To create a transit network that can be used in the model, the network must be exported from COGTools using one of two file formats: Cube TRNBUILD or Cube Public Transport (PT). The first format is needed for the TPB's production-use travel model. The second format has been used for developmental models. In March, staff completed the migration of the Cube Public Transport (PT) export function

from the old version of COGTools (compatible with ArcGIS 9.x versions) to the current version of the COGTools (compatible with ArcGIS 10.x versions).

Staff developed a draft memo that documents two recent major updates to the network database and COGTools, including a fix to the for the fact that the database's primary key (EdgeID) is sometimes duplicated and the migration of the PT export function in COGTools.

Staff noticed that the planning network is running out of reserved highway node numbers for the District of Columbia and developed a solution in the network database, which is now being tested and implemented.

In support of staff's ongoing investigation of Cube PT for transit modeling, staff started to work on converting the latest 2007 network inputs from TRNBUILD to PT format.

5.2 Model Development, and Support

The Travel Forecasting Subcommittee (TFS) met on March 20. The agenda include the following items:

- Air quality conformity analysis of the FY 2021-2024 TIP and the 2020
- Updates to TPB's travel demand forecasting models: Gen2 Model
- Updates to TPB's travel demand forecasting models: Gen3 Model
- Survey of network management practices at peer Metropolitan Planning Organizations (MPOs)
- Bentley Cube: Current and future development for the next generation

Production-use, travel demand forecasting model: Generation-2/Ver. 2.3

Staff serviced seven data requests. The requested data included traffic count data for Prince George's County from the Ver. 2.3.75 Travel Model, vehicle miles of travel (VMT) for Maryland jurisdictions from the Ver. 2.3.75 Travel Model (Visualize 2045 from October 2018), GIS shapefiles of loaded-link highway networks and transit links layers from the Ver. 2.3.75 Model (Visualize 2045). The data requests were from consultants working for MD SHA, Fairfax Co. DOT and Prince George's County.

Staff continued the preparation of a transmittal package containing application files of the Gen2/Version 2.3.78 Travel Model along with transportation system inputs reflecting the 2020 Amendment to the Visualize 2045 Plan, the FY 2021-2024 TIP, and Round 9.1a land activity inputs.

Specifically,

- Staff completed rerunning the Version 2.3.78 Travel Model and the results replicated those of previous model runs conducted as part of the Air Quality Conformation (AQC) analysis.
- Staff completed a draft version of the User's Guide for TPB Version 2.3.78 Travel Model. The final version of the User's Guide and the model transmittal package should be available in mid-April.

Developmental, travel demand forecasting model: Generation-2/Ver. 2.3 and Ver. 2.4

Staff worked on technical memoranda documenting model changes implemented in the Ver. 2.3.84 and 2.3.85 travel models. Staff made changes to the Ver. 2.3.85 Model to accommodate the proposed extension to node ranges by jurisdiction in the network database, conducted a test model run, and worked on a technical memorandum documenting the test results and findings.

Staff continued the investigation of the Cube Public Transport (PT) process in the Ver. 2.3.85 Model. As part of the quality assurance checks, staff created path-tracing summaries from the PT process and compared them to those from the earlier transit path-building software (TRNBUILD).

Staff tested new features (keywords: MULTITHREAD, DEC=F2) offered by Cube Voyager Version 6.4.5 to reduce model runtime.

Developmental, travel demand forecasting model: Generation-3

Regarding the consultant-assisted project to develop the next-generation travel demand forecasting model, known as the Gen3 Model, in March:

- Staff held two check-in meetings with RSG and BMG, the consultants on the Gen3 Model development project (March 12 and 26).
- Staff conducted four self-study discussion sessions, based on four Travel Model Improvement Program (TMIP) webinars (#8 to #11) offered in 2012 about activity-based models (ABMs).
- As part of an investigation of travel demand forecasting software packages (Task Order #2) staff developed the instrument for a MWCOG survey of commercial travel demand modeling software vendors, which was sent out to the four major vendors in the U.S. market.
- Staff, following the consultant’s recommendations, send out requests for the recent transit on-board survey data sets to the corresponding transit agencies.

Other activities

- Staff reviewed COVID-19 epidemiological models, such as the Institute for Health Metrics and Evaluation (IHME) model and the COVID-19 Hospital Impact Model for Epidemics (CHIME).
- Staff tested and began using Microsoft Teams for teleconferences.
- Staff researched and set up folders on SharePoint and OneDrive for data request fulfillment.
- Staff worked with IT on a re-purchase order for memory (RAM) to be installed in travel model server 8 (tms8).
- Staff reviewed a memo entitled “Comparison of Weighted 2017/2018 Regional Travel Survey (RTS) Households and Person Data with 2017 1-Year Census American Community Survey (ACS) PUMS Data.”

Task 6		Billed this month	% Funds Expended	UPWP Page
MOBILE EMISSIONS PLANNING	\$1,978,852	\$142,972	56%	45

6. MOBILE EMISSIONS PLANNING

6.1 Air Quality Conformity

Upon completion of the modeling processes and release of the Summary Report for the Air Quality Conformity Analysis of the 2020 Amendment to Visualize 2045 on January 31, 2020, staff presented air quality conformity findings to the Citizens Advisory Committee (item #3) and Travel Forecasting Subcommittee (item #2) at their respective March meetings.

The TPB approved the air quality conformity analysis of the 2020 Amendment to Visualize 2045 and the FY 2021-2024 Transportation Improvement Program (TIP) (item #11).

Staff completed the full and summary air quality conformity reports and posted them on the COG website. Staff also continued with preparation of other air quality conformity documentation. This work includes development of graphs and charts to document the inputs and outputs of the conformity analysis. DTP staff also provided answers to specific inquiries from TPB members related to the air quality conformity process and findings.

In accordance with TPB consultation procedures, staff forwarded to the consultation agencies and public advisory committees the March meeting agenda and a summary memo regarding the monthly TPB meeting and air quality conformity consultation elements.

In response to a request by senior management (as noted above), staff researched various epidemiological models used to estimate impacts of the recent COVID-19 pandemic in the COG member jurisdictions, including potential hospital bed shortages and number of deaths. The findings were communicated to senior management.

6.2 Mobile Emissions Analysis

DTP staff continued working closely with COG’s Department of Environmental Programs (DEP) staff on development of the 2017 base-year emissions inventory submittal to the EPA as part of the 2015 ozone National Ambient Air Quality Standards (NAAQS) requirements.

DTP staff continued to work with DEP staff, member jurisdictions, and state air agencies to facilitate various aspects of air quality and greenhouse gas (GHG) planning activities. DTP and DEP staff began reviewing EPA’s final Safer Affordable Fuel-Efficient (SAFE) Vehicles Rule for Model Years 2021-2026 Passenger Cars and Light Trucks that rolls back the current greenhouse gas and fuel economy standards. Staff started coordinating development of a memorandum to the TPB, Metropolitan Washington Air Quality Committee (MWAQC), and Climate Energy and Environment Policy Committee (CEEPC) about the impacts of the rule. In addition, in support of greenhouse gas inventory development, DTP staff provided relevant data from the MOVES emissions model to the District of Columbia Department of Energy and Environment (DOEE).

DTP management and staff, along with DEP staff and COG’s executive office representatives, coordinated activities with our members, as well as with other regional councils (COGs) and metropolitan planning organizations (MPOs) regarding the Transportation and Climate Initiative (TCI). Specifically, DTP staff provided a briefing on regional greenhouse gas planning and TCI to the TPB Technical Committee (item #8).

DEP staff coordinated with DTP staff and state air and transportation agency staff on development of the on-road mobile emissions related part of the FY 2021 MWAQC Work Program & Budget.

In support of air quality planning activities, DTP staff provided the latest MOVES modeling data inputs based on the 2020 Amendment to Visualize 2045 to the Virginia Department of Transportation (VDOT). In support of air quality planning conducted by the Maryland Department of Transportation (MDOT), DTP staff provided VMT data from the travel demand model to a consultant working on the project.

DTP and DEP staff attended a briefing on PEPCO’s “Smart Streetlight Initiative” and shared a summary of the briefing with management.

Task 7	BUDGET	Billed this month	% Funds Expended	UPWP Page
TRAVEL MONITORING AND DATA PROGRAMS	\$2,458,858	\$175,125	50%	47

7. TRAVEL MONITORING AND DATA PROGRAMS

7.1 Regional Travel Survey

For the March 2020 reporting period, the key tasks were focused on data processing for the 2017/2018 COG/TPB Regional Travel Survey (RTS). COG/TPB staff worked on editing the trip files in the RTS.

COG/TPB staff provided a memo comparing the 2017/18 RTS household and person data with the 2017 American Community Survey (ACS) PUMS data to the Travel Modeling and Emissions Analysis Team in response to a request from the contractor for the Gen 3 Model.

COG/TPB staff continued to coordinate with the Baltimore Metropolitan Council to execute a data sharing agreement for the RTS and the Maryland Travel Survey.

COG/TPB staff provided a brief status update to the Travel Forecasting Subcommittee on the RTS.

COG/TPB staff reviewed and provided comments on the RTS 7-Day Panel Survey final report that was conducted in October and November 2019 and used a GPS smartphone app.

Staff reviewed and updated the survey release plan.

Staff responded to two data requests: (1) A request from researchers at the Western Transportation Institute at Montana State University for technical documentation and raw data files for the 2017/2018 Regional Travel Survey. These documents remain under development; staff shared the request for proposals as well as a preliminary presentation on the project. (2) A request from the Insurance Institute for Highway Safety for information about bike trips in DC. Staff shared a presentation delivered to the Bike/Ped committee in January which provides more detailed breakdowns of the frequency of bicycle/bikeshare use by sociodemographic characteristics. Staff also noted that the survey data is still being processed and additional information will be released by the end of the year.

7.2 Traffic Analysis Studies, and Research

Staff requested a copy of Virginia's daily vehicle miles traveled data for 2015 by physical jurisdiction and functional class. Staff later learned that this tabulation was not produced by Virginia for 2015.

Staff continued to coordinate with the Long-Range Plan and Public Participation teams about a potential poll or survey related to the Aspirational Initiatives.

Staff assisted the TLC program staff by (1) reviewing and providing feedback on applications, (2) identifying projects that may qualify for other funding sources, and (3) providing guidance on the approach and strategy for applications that may qualify for funding from the Regional Transit Technical Assistance Account.

Upon request from the Travel Forecasting and Emissions Analysis team, staff provided input on language drafted to describe the employment adjustment factors.

Upon request from the Executive Office, staff: (1) prepared a table showing travel flow across the region summarized at the state level, (2) evaluated a big data product developed to forecast the impact of COVID-19.

In response to the impact of COVID-19, staff participated in a scenario exercise to identify the impact to projects and programs if staff returns to a normal work environment in 30 days, three months, five months. Staff participated in a Microsoft Teams Live webinar to improve efficiency while working remotely.

Big Data in Regional Travel and Mobility Analyses

COG/TPB staff project manager gathered input from the State Technical Working Group and the internal study working group on the State of the Practice Review and Evaluation Methodology. The project manager also reviewed and provided input on the summary of the second study working group meeting.

Staff and the consultant participated in regular check-in meetings.

7.3 Regional Transportation Data Clearinghouse

Staff responded to a request from Montgomery County staff regarding the availability of the Equity Emphasis Areas (EEA) data in the RTDC.

Staff met with fellow DTP staff on March 9 to discuss the recommendation from the Bus Transportation Project (BTP) to utilize the Regional Transportation Data Clearinghouse as a potential host for regional bus data.

Staff gave a status update on data added to the Regional Transportation Data Clearinghouse (RTDC) at the March meeting of the Travel Forecasting Subcommittee held on March 20.

Staff gave a presentation at the Aviation Technical Subcommittee meeting held on March 26. Staff gave a brief overview of the RTDC and related spatial data products, and also lead a discussion on potential new RTDC datasets and/or products.

Staff reviewed detailed non-motorized counts from 2011-2013 and researched anomalies found in those data.

Staff refreshed the ArcGIS Online content for recently updated datasets to the RTDC.

7.4 GIS Data, and Analysis

Staff participated in a meeting with Maryland Department of Transportation (MDOT) on March 24 regarding Walkshed Data Coordination. Staff gave an overview of the walkshed methodology used in the Transit Access Focus Areas (TAFA) project and provided feedback and advice to agency staff.

Staff participated in a meeting on March 5 with TPB's on-call planning services consultants and associated staff to discuss GIS-based tools for analyzing transit access-sheds.

Staff participated in a meeting on March 31 with fellow DTP staff and staff from the Department of Community Planning & Services (DCPS) regarding the second phase of the Transit Oriented Communities (TOC) initiative. Staff discussed the methodology for assigning multimodal station locations as well as the Cooperative Forecast data and assignment of Transportation Analysis Zones (TAZ) to TOC station areas.

Staff planned and participated in the GIS Committee/GDX Working Group virtual meeting on March 17. Highlights of the meeting included: status reports on the NCR-GDX and NextGen 9-1-1, a demonstration of the new boundary collaboration tool, and a discussion of efforts to respond to the COVID-19 outbreak. Before and after the meeting, staff provided updated contact information for GIS/GDX jurisdictional staff and mapping tools related to the COVID-19 outbreak.

Staff participated in the March 17 meeting of the Bicycle and Pedestrian Subcommittee. Staff advised committee members on the status of data needs for the National Capital Trail (NCT) network and Bicycle and Pedestrian Plan update.

Staff participated in the March 18 Staff Advisory Group initial meeting to discuss Visualize 2045 Performance Analysis Evaluation measures. Staff reviewed documents for the meeting and participated in a follow-up survey.

Staff continued to work with fellow DTP staff on the Transit Access Focus Areas (TAFA) project by adding stations up to 2030 to the dataset and discussing the addition of bus-only transit centers. The work is ongoing.

Staff continued to review resumes of candidates for the advertised Transportation Data Analyst position.

Staff created a web map and dashboard application showing COVID-19 cases in the COG region, at the request of COG's public safety staff. The map is included on [COG's COVID-19 Resources page](#).

Staff continued to participate in the bi-weekly conference calls with TPB's TIP database contractor. Staff provided feedback and input regarding the bicycle and pedestrian module.

Staff performed software updates for ArcGIS on user desktop workstations, as requested, and also worked with COG's Information Technology and Facilities Management (ITFM) team to perform installations.

Staff continued supporting TPB's priority initiative of Transit-Oriented Communities (TOCs) with further edits and enhancements to the interactive web map identifying High Capacity Transit and Activity Centers in the region.

Task 8	BUDGET	Billed this month	% Funds Expended	UPWP Page
SCENARIO PLANNING AND SOCIOECONOMIC FORECASTING	\$1,116,639	\$39,055	49%	51

8. SCENARIO PLANNING AND SOCIOECONOMIC FORECASTING

8.1 Scenario Planning

Staff finalized the preliminary project concept to increase organizational awareness and understanding of scenario planning. After approval from the TPB staff director, a scope of work was developed based on the project concept and a request for task order proposal was issued to the on-call planning services consultant.

8.2 Socioeconomic Forecasting

During March, support for socioeconomic forecasting initially focused on the COG Board housing targets and later evolving to include efforts to begin to estimate the potential COVID-related impacts on employment and businesses.

Due to the immediate and unprecedented impact of the COVID-19 pandemic, DCPS staff began analyses of employment (by place of work) and labor force (place of residence) with emphasis on industry sectors likely to be particularly susceptible to job losses due to Coronavirus-related closures. These closures are having significant near- and longer-term impacts to local government businesses and economies that likely will result in changes to the Cooperative Forecasts employment projections. However, tremendous uncertainties concerning the level and duration of these job losses AND the timing and strength of the economic recovery will clearly impact the production schedule for Round 9.2. This issue will need to be monitored by DCPS staff, the Forecasting Subcommittee, and the region’s Planning Directors.

During March, the Planning Directors Committee continued work initiated in FY 2019 to address the need for additional housing to balance the region’s anticipated job growth as shown in the Cooperative Forecasts. Staff conferred with the Committee leadership on these matters during March but elected to postpone the March meeting of the Committee due to growing COVID-19 concerns.

The March Cooperative Forecasting Subcommittee meeting included a briefing on the Changing Nature of Retail Trade by Michael Rieley, Economist, Office of Occupational Statistics and Employment Projections, U. S. Bureau of Labor Statistics. The briefing was intended to help refine small area forecasting methods. At the meeting, DCPS staff presented an analysis of county to county migration data to be determine trends in local population growth.

DCPS staff continued work to analyze 2019 commercial construction data and begin to develop the annual summary report. Commercial construction data is a leading indicator for jurisdictions to develop their employment forecasts.

DCPS and DTP staff hosted the first call with leadership from Baltimore Metropolitan Council, Delaware Valley Regional Planning Council, and Wilmington Area Planning Council to discuss planning the 2020 Mid Atlantic Regional Planning Roundtable to be hosted by COG and convened in the Washington region.

DTP Staff continued supporting TPB’s priority initiative of Transit-Oriented Communities (TOCs) by making presentations of the interactive web map identifying High Capacity Transit and Activity Centers in the region to the TPB Citizens Advisory Committee and the Regional Public Transportation Subcommittee during March.

Task 9	BUDGET	Billed this month	% Funds Expended	UPWP Page
MOBILITY AND ENHANCEMENT PROGRAMS	\$649,946	\$70,542	51%	55

9. MOBILITY AND ENHANCEMENT PROGRAMS

9.1 Enhanced Mobility Grant Program

Staff updated the electronic version of the Access for All Committee membership roster.

Staff worked with subrecipients to ensure all federally required documentation was on file and submitted for the Enhanced Mobility projects to the local FTA office for approval.

9.2 Transportation Alternatives Set-Aside Program

TPB staff announced that the application period for the Transportation Alternatives set-aside program in Maryland and D.C. will be open between mid-April and mid-May. The TPB is scheduled to approve TA Set-Aside project for those states in July.

9.3 Transportation Land-Use Connections Program

The application period for the FY 2021 round of TLC projects closed on March 9. Twenty-one applications were received. Staff reviewed the applications to determine how well they address regional priorities. A Technical Selection Panel reviewed and scored the applications. The panel was convened, virtually, on March 31 to develop a list of projects to recommend for funding for a total of \$857,266. The panel tentatively selected 15 projects to recommend for funding. The TPB was scheduled to approve the FY 2021 projects at its meeting on April 15.

The 13 TLC projects for FY 2020 were underway as described below:

- DC (Florida and New York Avenues): The consultant is in the process of compiling and analyzing data from field work.
- MD (City of College Park): The consultant and city staff held an internal/virtual meeting on March 24 and the following agenda items were covered: The consultant provided a project background overview and an existing conditions analysis presentation was shared and discussed, and five redevelopment scenario options were shared by the consultant team. The lack of a public meeting/input was also discussed and a survey (on-line) is being planned for May instead. The next meeting with consultant and city staff is planned for April with no date and time set.
- MD (Frederick County): Progress conference calls were held on March 11 and March 25.
- MD (City of Frederick): The consultant continued work on the draft report and sent some follow-up questions before its submittal.
- MD (City of Gaithersburg): The contractor has finished up detailed concept for the first option (1 and 1a) and are a couple of days away from finishing up the other detailed option
- MD (City of Greenbelt): The consultant team has completed the 15% design for the City's review and comment. Next steps include the City's review of the 15% design package; the consultant's distribution of the 15% design package to Agency Stakeholders; and a meeting with Agency Stakeholders to review the 15% design package.
- MD (Montgomery County): Consultant completed the Task 2 Technical Memorandum, which documents preliminary research into the launch and marketing of the Ride On Flex service.
- MD (City of Takoma Park): The consults are close to finishing the final draft of their report. Should be done by the end of this month. They are still scheduled to give a presentation to the Takoma Park City Council towards the end of May.

- VA (Arlington County): On March 4th Toole Design hosted a meeting with interested parties from Arlington County and VDOT to go over the possible East Falls Church W&OD trail potential alignments.
- VA (Fairfax County): Consultant continued preliminary design work, on schedule for delivery in April.
- VA (City of Falls Church): Project on hold due to COVID-19.
- VA (City of Manassas): A progress conference call was held with the consultant and city staff on March 23.
- VA (Prince William County): Data collection was underway. Maps with gap analyses were discussed and moved toward finalization.

Task 10	BUDGET	Billed this month	% Funds Expended	UPWP Page
TPB SUPPORT AND MANAGEMENT	\$978,789	\$45,756	56%	57

10. TPB SUPPORT AND MANAGEMENT

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.

- Provide 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
- COG Board Meeting
- Transportation Planning Board (TPB)
- MATOC Steering Committee
- TPB Citizens Advisory Committee (CAC)

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. 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 March 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 March 2020 includes:

- Telephone/WebEx communications:
 - Next Steps for the Long-Range Plan
 - DDOT – Mark Rawlings, Jim Sebastian
 - TPB Plans Amid COVID-19 State of Affairs
 - CAC TPB focus area topics
 - Project Risk Discussion
 - Project Assessment
 - Telework Briefing
- In-person meetings:
 - External:
 - VDOT / DRPT - plans for update of Visualize 2045
 - Internal:
 - COOP Discussion – Tom Gates
 - National Capital Trails Network
 - TPB Virtual Meeting
 - TPB Action on Visualize 2045
 - COG/DTP Temporary Operations Arrangement

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
TECHNICAL ASSISTANCE	\$1,573,168	\$82,255	23%	59
District of Columbia	\$288,548	\$11,975	49%	59
Maryland	\$641,082	\$29,835	17%	61
Virginia	\$461,312	\$40,077	25%	64
WMATA	\$182,226	\$367	1%	67

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.

Staff continued to work with DDOT staff to prepare for two FY 2021 projects (HPMS support and Functional Classification Review) to be funded with DC’s State Planning and Research (SPR) program.

Due to COVID-19, March DCHPMS short-term counts were postponed, COG and DDOT staff collaboratively developed a plan to prepare for any counts that must be postponed until FY 2021.

Staff worked with COG’s Contracts staff to amend the traffic counting contract to exercise the second and final option year.

As requested by DDOT staff, staff provided 2018 seasonal and day-of-week factors to a consultant working on the Connecticut Avenue Reversible Lane study.

Traffic Counts and Highway Performance Monitoring System (HPMS) Support

Staff worked with DDOT staff to plan and participate in the February 26 HPMS Committee meeting. Staff updated the committee on the short-term data collection status as well as the preliminary annual growth factor. In addition, staff presented to 2020 short-term count program. Staff prepared a summary of the meeting.

Staff summarized and analyzed the February 2020 traffic data from PCS, FTMS, and HERE stations and shared the summaries with DDOT staff for field inspection purposes. Staff summarized and reviewed the 2018 and 2019 FTMS, and WIM data to finalize the annual growth factor, the seasonal and day-of-week factors and the vehicle classification seasonal factor.

11.2. Maryland

Program Development, Data Requests, and Miscellaneous Services

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

Staff also confirmed the amount of funding to be allocated from the MD Technical Assistance Account to the TLC program prior to the convening of the TLC selection committee.

Feasibility/Special Studies

Traffic Relief Plan (TRP): Staff continued to monitor the project development activities for the MDOT projects related to the Traffic Relief Plan. DTP staff attended the following meetings in the month of March:

- I-270 Pre-NEPA Study: Transportation Agency Technical Group
- I-495 & I-270 Managed Lanes Study: Transit Work Group

Staff continued to provide input to the study team throughout the process.

Transportation / Land Use Connections Program

As part of the Transportation/Land-Use Connections Program, five 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 TLC Program.

MARC-VRE Run Through Analysis

The consultant continued work on the travel demand analysis and technical feasibility memos. COG staff as well as MARC-VRE staff reviewed the draft travel demand analysis and technical feasibility memos in advance of the fifth technical advisory Committee meeting on March 13. The consultant delivered an update on the project to the Regional Public Transportation Subcommittee on March 24.

Staff requested a quote and worked with the Contracts office to draft an amendment for two additional high-level presentations about the project. These presentations will be delivered to the TPB Technical Committee and TPB.

Staff continued bi-weekly check in meetings with the consultant and reviewed and processed the fifth invoice for this project.

11.3. Virginia

Program Development, Data Requests, and Miscellaneous Services

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

Due to the impact of COVID-19, spring bicycle, pedestrian, and scooter counts were postponed until the fall. VDOT and COG staff communicated about how to best reallocate this funding to other projects, including the proposed Park and Ride Assessment.

Staff confirmed the funding amount MDOT requested be allocated to the TLC program prior to the convening of the TLC selection committee.

Travel Monitoring and Survey

Staff continued to support to VDOT staff with the development of the concept for a Park and Ride Study to be completed in FY2020 and FY2021. A preliminary budget was recommended and agreed upon and a preliminary project concept was drafted. A meeting was set up with the On-Call Planning Services consultant to discuss priorities for the project concept.

MARC-VRE Run Through Analysis

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

Transportation / Land Use Connections Program

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

11.4. Regional Transit/Wmata

Program Development

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

CONTINUOUS AIRPORT SYSTEM PLANNING

Comprehensive Regional Air System Plan Update – Phases 2 and 3

In coordination with the Metropolitan Washington Airports Authority (MWA), and the Maryland Aviation Administration (MAA), staff also continued work on Phase 3.

Process 2019 Air Passenger Survey - Phase 1

COG staff continued the analysis of the 2019 Washington-Baltimore Regional Air Passenger Survey (APS), including:

- Finalizing the 2019 APS factoring input data
- Generating 2019 APS factored result data
- Creating tables and graphs as inputs to the 2019 APS General Findings Report
- Drafting the 2019 APS General Findings Report
- Presenting the key findings of the 2019 APS Draft General Findings Report to the Aviation Technical Subcommittee
- Writing a TPB News article highlighting key findings from the 2019 APS General Findings Report

PROGRESS TOWARD REPORTS AND PLANS

2019 State of Public Transportation Report

- Work to begin in December 2019.
- Estimated completion June 2020.

Congestion Management Technical Report

- Information compilation and report development continued.
- A draft report is anticipated by April 2020, finalization by June 2020.

Big Data in Regional Travel and Mobility Analyses

- Completed kick-off meeting and second meeting with the Study Working Group.
- Consultant completed the State-of-the-Practice review (Task 2).
- The consultant drafted the methodology for the Big Data Evaluation (Task 3).
- Estimated completion June 2020.

VRE-MARC RUN THROUGH SERVICE

- The results of the study were shared with the Regional Public Transportation Subcommittee.
- Completed four meetings with Technical Advisory Committee.
- Consultant completed background research (Task 2).
- Consultant completed identifying the travel sheds (Task 3.1).
- Consultant received critical inputs and continued work on evaluating travel demand (Task 3.2).
- Consultant shared the approach to identify Operational and infrastructure Constraints (Task 3.3).
- A contract amendment was issued to add two additional presentations to the scope of work
- Estimated completion Spring 2020.

Public Participation Plan

- Continued internal discussions on key inputs (e.g., federal regulations, federal certification review, consultant evaluation of TPB public participation, plans of other MPOs).
- Synthesized proposed changes for the new plan.
- Prepared for receiving additional input.
- Estimated completion: June 2020.

Station Access Study

- Synthesized input received in five site visits to review the preliminary staff list with local staff
- Estimated completion: July 2020.

Performance Based Planning and Programming

Highway Safety

- Deliver Regional PBPP Safety Targets.
- Data compilation and analysis begun September 2019.
- Completed December 2019.

Transit Asset Management

- Deliver Regional PBPP Transit Asset Targets.
- Data compilation began in November 2019.
- Completion anticipated February 2020.

Safety Study

- Deliver Regional Safety Study Findings and Recommendations
- Consultant Staff continued network screening, recommendations development, and outreach to the Technical Advisory Panel for guidance on a fourth topic area for a deeper dive analysis of regional crashes to complement the analysis previously done on pedestrian, intersection and major arterial crashes.
- Scope expanded, with delivery of initial recommendations to the TPB anticipated June 2020, with continuing work in FY 2021.

System Performance – National Capital Region Freight Plan

- The National Capital Region Freight Plan was approved by the TPB in July 2016
- Traditionally the plan is updated every five years
- The current plan is anticipated to be approved by the TPB in 2021

BRT land use and service standards document

- No action pending WMATA Bus Transformation Project outcome.

Bicycle and Pedestrian Plan

- The plan is deferred to FY 2021, in order for the Nation Capital Trail project, which is a prerequisite, can be completed.
- Completion anticipated FY 2021.

National Capital Regional Trail

- A draft of the National Capital Trail Network map was presented to the TPB Technical Committee in February 2020.
- Revision activities continued in response to Technical Committee comments; a revised network map was anticipated for review at the May Bicycle and Pedestrian Subcommittee meeting and June Technical Committee meeting; TPB review and endorsement was anticipated at the June TPB meeting.
- Completion anticipated June 2020

Regional Curbside Management Forum

- Work to begin December 2019.
- Completion anticipated June 2020.

Metropolitan Washington Regional Intelligent Transportation Systems Architecture (MWRITSA)

- No milestones to report for this period.
- The most recent MWRITSA full update was posted on the TPB website in July 2019. Minor adjustments and updates are anticipated by June 2020.

Coordination Human Services Transportation Plan

- The current Coordinated Plan was adopted by the TPB in December 2018.
- TPB approved the projects recommended for funding on January 22 meeting.
- The next Enhanced Mobility Solicitation will be in Spring/Summer 2021.
- The next update of the Coordinated Plan will occur in 2022

FY 2021-2024 Transportation Improvement Program (TIP)

- Approved March 18, 2020.

Visualize 2045

- 2020 Amendment approved March 18, 2020.
- The Long-Range plan was adopted by the TPB on October 17, 2018.
- Staff remain engaged in promoting the aspirational element of the plan.
- The next update to the plan is anticipated in FY 2022.