

FY 2016



National Capital Region
Transportation Planning Board

Work Program Progress Report
JUNE • 2016
FY2016 Recap

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E., SUITE 300
WASHINGTON, D.C. 20002-4239
MAIN 202/962-3200 | FAX 202/962-3201 | TTY 202/962-3212 | [HTTP://WWW.MWCOG.ORG](http://www.mwco.org)

1. PLAN SUPPORT

A. Unified Planning Work Program (UPWP)

The final progress report was prepared on the work activities in the FY 2016 UPWP. Activities under the FY 2017 UPWP began on July 1, 2016. Received approval of FY 2017 UPWP from federal transportation staff and disseminated internally and externally.

End-of-year recap

Staff spent several months developing the FY2017 UPWP, which the TPB approved in March 2016. The new UPWP was extensively reformatted and streamlined to support greater efficiencies within the department. In this new format, many task items consolidated. Staff also prepared an amendment to the FY 2016 UPWP to provide carryover funding to FY 2017.

Staff prepared monthly progress reports for the FY 2016 UPWP, along with monthly invoices to the state DOTs.

B. Transportation Improvement Program (TIP)

At its meeting on June 5, the TPB Steering Committee approved four amendments to the FY 2015-2020 TIP. The first amendment included funding for the MD 355 Urbana Pike Bridge Replacement project, as requested by MDOT. The second was to include funding for the Springfield Central Business District Commuter Parking Garage, as requested by VDOT. The third amendment updated project information for FY 2017 in order to match the updated WMATA FY 2017 Capital Budget. The fourth amendment was to include funding for the reconstruction and rehabilitation of a pedestrian bridge over Arizona Avenue NW, as requested by DDOT.

End-of-year recap

In fiscal year 2016, staff produced the following projects related to the TIP:

- Twenty-five amendments and forty-two administrative modifications to the FY 2015-2020 TIP
- Updated guide to the TIP on the CLRP website.

C. Constrained Long-Range Plan (CLRP)

A CLRP team discussed the content for the brochure documentation of the 2015 Amendment to the CLRP.

End-of-year recap:

In fiscal year 2016, staff produced the following products related to documentation on the CLRP:

- Documentation of the 2015 Amendment to the CLRP on the plan's web page (old.mwcog.org/clrp). This content included ongoing planning activities by the TPB, programs and projects in the plan, the financial plan, plan performance and how the TPB is meeting federal requirements related to MAP-21 and FAST.
- Documentation of the 2015 CLRP Amendment in a 40-page brochure.
- The "Call for Projects" document and accompanying brochure for the 2016 CLRP Amendment was prepared and finalized.
- Materials describing the significant changes proposed for the 2016 CLRP Amendment were created, including public-friendly descriptions and interactive maps of the projects.

D. Financial Plan

The financial summaries in the FY 2015-2020 TIP were reviewed and updated as administrative modifications and TIP amendments were approved.

End-of-year recap

Throughout the year, TPB staff worked with WMATA, DDOT, MDOT and VDOT staff to review financial information for documentation for the 2015 CLRP, to review and update administrative modifications and amendments to the FY 2015-2020 TIP, and to develop documentation for the 2015 CLRP and the FY 2017-2022 TIP.

E. Public Participation

The reconstituted Access for All Advisory Committee (AFA), a group first set up in 2001 to give a voice to people traditionally underserved by our region's transportation system, met for the first time on June 23 to get to know one another and to talk about their top concerns about the region's transportation system. In the first part of the month, staff focused on recruiting members and preparing for the meeting.

At its meeting on June 9, the Citizens Advisory Committee was briefed on the draft Regional Freight Plan and on TPB/COG activities supporting SafeTrack. The committee also discussed the work of the TPB's Long-Range Plan Task Force, focusing on how the public might be included in the process of developing that plan.

Staff worked on the update of pages on the COG website related to transportation.

Staff continued development of an evaluation process for the TPB's public participation activities.

End-of-year-recap

A variety of tasks were accomplished in FY 2016 to support implementation of the TPB Participation Plan.

Ongoing tasks include:

- Support for the Citizens Advisory Committee (CAC) which meets monthly;
- Support for the Access for All Advisory Committee (AFA) Committee which includes leaders of low-income, minority and disabled community groups. The AFA meets quarterly;
- Provision of public information through printed publications as well as the COG/TPB webpages, including the discrete CLRP website and the Transportation Planning Information Hub;
- Provision of opportunities for the public to comment on the CLRP and TIP;
- Periodic presentations on regional transportation issues to citizen groups and other interested parties throughout the region; and
- Enhanced use of social media and webinars.

The following activities merit special attention:

- Public participation activities related to the Constrained Long-Range Plan included the development of a draft brochure and new website for the 2015 CLRP Amendment. For the release of project submissions for the 2016 CLRP Amendment, staff developed project profiles that included new assessments of how the projects address goals in the Regional Transportation Priorities Plan.

- Staff recruited new members and refocused the mission of the TPB's Access for All Advisory Committee. The new group held its first meeting in June 2016. The AFA represents the interests of minority and low-income communities and people with disabilities in the TPB process.
- Staff conducted the 15th session of the TPB's Community Leadership Institute in October 2015. This three-day workshop engages participants in experiential learning activities and group discussions to better understand how transportation decisions are made throughout the Washington region, including at the local, state, and regional levels. The program began in 2006.
- Staff conducted activities to commemorate the TPB's 50th anniversary in November and December 2015. These efforts focused on the development of a video to mark this occasion. A special anniversary event was held prior to the TPB meeting in November.
- Staff worked with a consultant on the development of a style guide and templates for TPB documents and presentations.
- TPB staff worked with COG staff on the update of the COG website, which was launched in July of 2016.

F. Performance Based Planning

TPB staff continued tracking performance measurement notices by USDOT and other performance provisions activities. At the June Technical Committee meeting attendees were briefed on the final Statewide and Metropolitan Planning rulemaking, published May 27. Specific topics included the requirements for Performance Based Planning and Programming including coordination on documentation of responsibilities among DOTs, MPOs, and transit providers. A calendar of upcoming actions was discussed, followed by a summary overview of all the performance measures.

TPB staff continued to refine data for the performance measures for the TPB metropolitan planning area in the categories of Highway Safety and Highways Condition: Pavement and Bridge. Coordination call with State DOTs were held for the areas of Highway Safety and System Performance respectively. Staff worked to develop an action plan for the PBPP requirements for FY 2017.

End-of-year-recap

Throughout the year, TPB staff tracked performance based planning rulemaking by USDOT and other performance planning activities. The Technical Committee was updated monthly with briefings and memorandums, and a briefing was provided to the TPB in June. Several rounds of coordination call with were conducted with State DOT and WMATA performance measurement leads to discuss overall planning framework and subsequently the specific rulemaking areas. TPB staff conducted preliminary analysis of performance measures for the metropolitan planning area for the area of highway safety and highway and bridge conditions. The development of the transit safety, transit asset management, and the highway draft rulemaking for system performance (Congestion, Air Quality, and Freight) were tracked as these rules were developed.

G. TPB Annual Report and TPB News

The new *TPB News* newsletter was produced and distributed on a bi-weekly basis. The newsletter is web-based and has consolidated two previous publications – the monthly TPB News, which provided a summary of the previous TPB board meeting, and the TPB Weekly Report, which provided fact-filled short reports on topics of interest.

A final draft of the 2016 Region magazine was produced.

End-of-year-recap

In May, the *TPB News* was relaunched as a biweekly online newsletter that consolidated two previously publications – the printed monthly TPB News, which provided a summary of the TPB board meetings, and the TPB Weekly Report, which provided fact-filled short reports on topics of interest. The *TPB News* was produced as a paper monthly newsletter until April 2016. By the end of the fiscal year, the TPB's annual magazine, *The Region*, was nearly ready for printing.

H. Transportation / Land Use Connection Program (TLC)

In June, staff worked to ensure completion of all TLC projects funded for FY 2016.

Staff initiated the process to select consultants for the eight new TLC projects for FY 2017.

Staff convened a selection panel to recommend projects for funding with the region's suballocation of funding allocated to Maryland from the federal Surface Transportation Block Grant Set-Aside, formerly known as the Transportation Alternatives Program.

End-of-year-recap

By the end of the fiscal year, all nine TLC technical assistance projects funded for FY 2015 were completed.

A solicitation for FY 2017 TLC projects was issued in February with a deadline of April 1, 2016. This was two months earlier than in past years. A selection panel was scheduled to convene in May. The TPB approved eight new TLC projects for FY 2016 in May.

In April, staff conducted a selection to identify projects in Virginia using suballocated funding from the federal Surface Transportation Program Block Grant Set Aside (formerly the Transportation Alternatives Program). A similar selection process for Maryland projects was conducted in June, with project approval slated for July.

A consultant was hired to conduct an evaluation of the TLC program. The results of this evaluation were presented to the TPB in February. Recommendations from the evaluation were used to make modifications in the program.

I. DTP Management

Staff support was provided for the monthly meetings of the TPB, the TPB Steering Committee, the State Technical Working Group and the TPB Technical 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 and expenditures for reporting and invoicing purposes.

The Staff Director provided overall program management oversight to all of the Department's activities. Work activities the Director was involved in during the month included:

- 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 matter.

- Participation in the STWG, TPB Technical Committee, TPB Steering Committee, TPB's Citizen's Advisory Committee and the TPB Board meetings.
- Leading the preparation and presentation (on a one-on-one basis to selected Planning Directors/staffs of the region's jurisdictions) of the staff's proposed enhanced analysis of the CLP's for Environmental Justices considerations.
- 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.
- Meeting a visiting delegation from Georgia to discuss the process and products of the regional transportation planning in the National Capital Region.
- Assisted and participated in the COG's Metrorail at 40: Lessons from Major North American Transit Systems symposium. The event is part of COG initiative addressing some of the challenges being faced by WMATA's Metro rail system. The TPB is a partner in this initiative.

End-of-year-recap

During FY 2016 (July 1, 2015 thru June 30, 2016) DTP Management activities were undertaken by the Department's Director, the Administrative Assistants and Fiscal Analyst.

Staff assisted in preparing for and hosting 11 monthly meetings of the Board, its Steering and Technical Committees and the State Transportation Working Group. Staff activities included preparing and distributing meeting materials, meeting room logistics, follow up activities from the meetings including responding to request for information from Board/Committee members,

Staff also assisted in preparing and hosting various technical Subcommittees assisting in the execution of the various UPWP work activities as listed below.

<u>Subcommittee</u>	<u>FY 2016 Meetings</u>
System Performance Operations Technology Subcommittee	11
TPB Citizens Advisory Committee	11
TPB Freight Subcommittee	7
Bicycle & Ped Sub	6
Regional Public Transportation Subcommittee	6
Travel Forecasting Sub	5
MATOC	4
TPB Access For All Advisory Committee	1
Aviation Technical Subcommittee	1
Annual Private Providers Transit on Public Transit	1

Staff also worked to develop and submit monthly invoices to the three state DOTs for all expenditure of PL funds consistent with the approved FY 2016 UPWP. This work activity includes coordination of the expenses incurred within various teams of staff within the Department and direct expenses from vendors and contractors assisting the various teams conduct the UPWP work activities.

Additionally, the administrative staff provided assistance to the department's technical staff in the day to day office related work activities as needed.

The Department's Director provided overall oversight to all of the administrative, fiscal and technical activities of the Department. The Director's work activities included:

- Development of topics and identifying the accompanying documents for the monthly meetings of the STWG, the Technical and Steering Committees and the Board; and for the work sessions of the Board.
- Guidance and review of the technical work for many UPWP work activities particularly the Long Range Plan Task Force and Performance Based Planning and Programming work activities.
- The following non-recurring metropolitan planning activities:
 - Coordination with MDOT and the newly established Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) on the development of a new agreement regarding the transportation planning air quality conformity requirements for Calvert County, MD.
 - Discussions with Board Chairman and representatives of WMATA to conceive and bring a series of briefings to the Board on Metro's challenges and how the TPB might assist WMATA with these challenges.
 - Discussions with Board Chairman about a special work session for the Board on adding a new section to the Regional Freight Plan on the Policy considerations in Freight development.
 - Briefing the Maryland Assembly Joint Committee on Federal Relations on the TPB's Metropolitan Planning Organization (MPO) roles, responsibilities and transportation planning processes.
 - Participated in the First Maryland MPO Coordination Roundtable convened by MDOT.
 - Meeting with overseas delegation of elected officials and transportation professionals from the countries of Georgia and Netherlands to discuss the regional transportation planning process in the metropolitan Washington region.
 - Briefing the DC Office of Planning Director and WMATA's new General Manager with an overview of TPB Planning processes and activities.
 - Partner with COG to conceive, prepare and convene a series of regional forums for the elected officials of the COG, TPB and WMATA Boards together with representatives of the region's business community focused on assessing the challenges faced by Metro and to discuss how best to restore it to the world-class system that it once was. This was one of the priorities identified by the Board's 2016 Chairman.
 - One-on-one meetings and briefings of select planning directors and their departmental staff on the proposed enhancements to the TPB's process of conducting Environmental Justice (EJ) analysis of its CLRP. The enhancements are partly in response to the 2014 TPB Certification Review recommendations. These briefings were to obtain review and input on the new methodology to identify EJ areas in the region.
 - Development a set of activities to commemorate the 50th anniversary of the TPB.
 - The DTP Director along with the COG Executive Director met with BMC's Executive Director and Transportation Planning Director on several issues of mutual interest to both metropolitan areas.
 - Meeting with various media representatives to discuss a few regionally significant transportations related issues including; the March 16th Metrorail shutdown; current travel trends in the region; WMATA's

- SafeTrack program and discuss the potential impacts and possible mitigation actions the region's transportation agencies could take during this period.
- Attending the Chief Administrative Officers Retreat on Economic Competiveness held at National Harbor.
- Participation in the regional air quality planning work activities conducted by the Metropolitan Washington Air Quality Committee (MWAQC) and COG's Multi-Sector Working Group (MSWG). MWAQC activities included the development of updated emissions inventory to revise the motor vehicle emissions budgets in the regional PM2.5 Maintenance Plan and discussions on the approach to establishing such emissions budgets. The MSWG work activity included briefing the members of the Northern Virginia Transportation Authority on the interim findings of COG's Multi-Sector Working Group that was established to examine potential Greenhouse Gas reduction strategies and potential goals and targets in the energy, built environment land use and transportation sectors.
- Convening and conducting the meetings of the Metro Safety Commission Support Work Group. This group of policy representatives from Maryland, Virginia and the District of Columbia is working to reconstitute the State Safety Oversight Agency (SSOA) to comply with the requirements of MAP-21 and the FAST Act. The SSOA per federal law provides safety oversight of the Metro rail system.

2. **COORDINATION PLANNING**

A. **Congestion Management Process (CMP)**

The draft 2016 Congestion Management Process Technical Report was reviewed by the Management, Operations and Intelligent Transportation Systems (MOITS) Technical Subcommittee.

A traffic analysis investigating the WMATA's SafeTrack Safety Surge 1 was carried out and completed.

A conference call with state DOTs regarding the System Performance/Freight/CMAQ notice of proposed rulemaking (NPRM) was conducted on June 24.

On June 10, staff participated in the Maryland Integrated Corridor Management (ICM) Pilot Project Stakeholders Workshop in Hanover, MD. On June 14, staff monitored the Planning Final Rule Webinar provided by FHWA. On June 21, staff attended the I-95 Corridor Coalition Connected and Automated Vehicles Conference in Linthicum Heights, MD.

End-of-year recap:

FY2016 programmed activities under this task have been completed or will be continued into FY2017.

The 2016 CMP Technical Report was developed and reviewed by the Management, Operations and Intelligent Transportation Systems (MOITS) Technical Subcommittee.

The National Capital Region Congestion Reports for the second, third, and fourth quarters of calendar year 2015 and the first quarter of calendar year 2016 were developed and posted online at <https://www.mwcog.org/congestion/>. Numerous data analysis technical enhancements were undertaken over the course of the fiscal year in support of these reports.

CMP documentation forms were collected and CMP components were updated for the Constrained Long-Range Plan (CLRP).

Enhancements of the CMP began in order to meet the new or updated requirements stipulated in the Fixing America's Surface Transportation (FAST) Act signed by President Obama on December 4, 2015 and the Metropolitan Planning Final Rule released on May 27, 2016, and proposed requirements in the FHWA notice of proposed rulemaking (NPRM) on System Performance, Freight and CMAQ released on April 22, 2016.

A Vehicle Probe Data Users Group (VPDUG) and MOITS joint meeting was successfully conducted in May 2016 to discuss the System Performance, Freight and CMAQ NPRM and other topics.

Traffic analyses were conducted for the transportation impacts of the Pope's September 22-24, 2015 official visit to Washington, the January 20, 2016 snowstorm, the January 22-23, 2016 blizzard, the March 16, 2016 Metrorail complete shutdown, the week leading to the Memorial Day Holiday in 2016, and the June 4-16, 2016 WMATA SafeTrack Safety Surge 1. Results were published in editions of the *TPB Weekly Report* and the *TPB News* and attracted local media interests and reports.

B. Management, Operations, and Intelligent Transportation Systems (MOITS) Planning

The June 8, 2016 meeting of the MOITS Technical Subcommittee was organized and conducted. The Subcommittee received information and provided input on an ongoing DDOT project to automatically monitor and reformat traffic incident information from social media for real-time use by DDOT's traffic operations center personnel; MOITS-related aspects of the ongoing Metrorail SafeTrack track work plan to improve Metrorail safety and restore service reliability; the MAP-21 System Performance Notice of Proposed Rulemaking (NPRM) released on April 22, 2016 regarding congestion and system performance; and a recent Washington-Baltimore Regional Airport Ground Access Travel Time Study Draft Report developed under the region's Continuous Airport Systems Planning program. Also discussed was the transition of the Subcommittee from MOITS to the Systems Performance, Operations, and Technology Subcommittee (SPOTS) in FY2017, starting July 1, 2016.

In conjunction with the regional TIGER grant, staff participated in the monthly TIGER coordination meeting on June 20.

Staff participated in the monthly coordination meeting for the regional TIGER grant and biweekly conference call on transit signal priority implementation.

Staff researched and documented the ongoing efforts by member jurisdictions to mitigate the effects of Metrorail disruptions during SafeTrack maintenance work. Staff have been involved in conference calls led by individual agencies and the MATOC Transit Task Force.

Staff participated in the I-95 Corridor Coalition "Connected and Automated Vehicles Conference: What States Need to Know" conference, July 21 and 22 in Linthicum Heights, Maryland, bringing together a wide range of disciplines, levels, and agencies which are involved in connected and autonomous vehicles planning, piloting, or deployment, focusing on the public sector perspective.

The Annual Meeting of the I-95 Corridor Coalition Executive Board was hosted at COG on June 27, providing a leadership-level discussion on a number of MOITS-related issues.

End-of-year recap:

FY2016 programmed activities under this task have been completed or will be continued into FY2017. Staff supported the MOITS Technical Subcommittee and the Traffic Signals Subcommittee on their variety of activities throughout the year.

Liaison activities with regional transportation emergency preparedness planning were accomplished throughout the year, particularly regarding regional information sharing on

transportation incidents and on power back-up systems for traffic signals. Advice on the Urban Area Security Initiative (UASI) Program was also provided.

Throughout the year, staff was extensively involved in the MOITS Technical Subcommittee's role to provide long-range planning advice for the Metropolitan Area Transportation Operations (MATOC) Program. A major accomplishment this fiscal year was the first-ever MATOC Traffic Incident Management conference on April 27, 2016, bringing together representatives from transportation agencies, public safety, and related disciplines for this key area of Management and Operations.

Staff supported MOITS-related discussions of the potential impacts of Climate Change on transportation operations and incident management in the future, including providing input to the COG/TPB Greenhouse Gas Multi-Sector Working Group.

Staff participated in VDOT's Northern Virginia East-West Integrated Corridor Management (ICM) effort from the technology and operations planning expertise perspective.

The Regional Intelligent Transportation Systems (ITS) Architecture was maintained.

Liaison with supra-regional and national related activities was maintained, including with the Association of Metropolitan Planning Organizations (AMPO) Operations Work Group, and the I-95 Corridor Coalition. This included participating in the Coalition's first-ever Connected and Autonomous Vehicles conference on June 21 and 22, as well as hosting at COG the Annual Meeting of the I-95 Corridor Coalition Executive Board on June 27. Staff also participated in the University of Maryland/National Transportation Center Transportation Innovation and Policy Summit, held April 14 in College Park, participating in a regional and national discussion on the interaction of policy and emerging technologies.

C. Transportation Emergency / Security Planning

The June 30, 2016 meeting of the Regional Emergency Support Function (RESF-1/Emergency Transportation Committee) was successfully organized and conducted. The committee was briefed on tools developed by the National Weather Service for the upcoming hurricane season, followed by elements of the Fixing America's Surface Transportation Act (FAST), Transit Threat and Hazard Identification and Risk Assessment Report (THIRA) and update on WMATA's SAFETRACK work. Preparations began for the July 16 RESF-1 Committee meeting.

End-of-year recap:

FY2016 programmed activities under this task have been completed or will be continued into FY2017. Staff supported the RESF-1/Emergency Transportation Committee on its variety of activities throughout the year. A Transit Threat and Hazard Identification and Risk Assessment Report (THIRA) was reviewed and completed on behalf of RESF-1.

The RESF-1 Committee provided review and support for the World Police and Fire Games held in the region.

Staff provided support for the successful completion of the FY 2014 Urban Area Security Initiative (UASI)-funded Traffic Signal Power Backup project, Acquisition of Evacuation Support Trailers and ongoing Regional Transportation Information System (RITIS) and TrafficView sustainment projects.

Developed a Regional Traffic Signal Power Backup Strategic Plan as requested by the UASI Project Management Office.

Organized a number of special briefings for RESF-1 such as traffic signal system vulnerability addressed by staff from Virginia Tech University and Johns Hopkins University's

Applied Physics Lab, and transportation management during the Pope's September 2015 visit to the region.

D. Transportation Safety Planning

Crash data from member jurisdictions was compiled and analyzed toward developing the regional safety picture report.

Staff attended the June 14 meeting of the Pedestrian-Bicycle Emphasis Area Team for the Maryland Strategic Highway Safety Plan, advising on development of action items for the plan's pedestrian safety strategies, and briefing the team on the Spring 2016 Street Smart Pedestrian and Bicycle Safety campaign.

Staff coordinated with DDOT in their Vision Zero efforts and attended their June 15th meeting to learn of ongoing and upcoming efforts to reduce traffic fatalities. Staff also attended a Metropolitan Police Department Smooth Operator press event to highlight the dangers of speeding.

Staff prepared for and conducted a meeting among safety officials from our partner states to review the safety performance measures final rule and to further coordinate on its implementation.

End-of-year-recap:

Programmed activities under this task have been completed or will be continued into FY2017.

Quarterly meetings of the Transportation Safety Subcommittee were organized and conducted, providing opportunities for advising technical input on safety to TPB activities, as well as information exchange among stakeholders.

Transportation safety data for the Washington region was compiled and analyzed for various transportation safety emphasis areas, especially pedestrian and bicyclist safety data for the Street Smart Pedestrian and Bicycle Safety Program, and heavy truck data to support the Freight Plan. Crash data from member jurisdictions was compiled and analyzed toward developing the regional safety picture report.

Staff provided technical input for the development of the Fall 2015 and Spring 2016 Street Smart pedestrian and bicycle safety campaigns and press events. A September 30 pedestrian and bicyclist safety law enforcement best practices seminar, in conjunction with the fall 2015 Street Smart campaign, was prepared for and conducted.

The new federal Safety Performance Measure final rule and Highway Safety Improvement Program final rule, including MPO requirements, were reviewed for impacts on the TPB Transportation Safety Planning program, including active coordination with representatives of the state departments of transportation and motor vehicle agencies responsible for carrying out state responsibilities under these rules.

Staff coordinated with Maryland agencies in their development of a new Strategic Highway Safety Plan (SHSP) through participation in the Emphasis Area Teams and a Highway Safety Summit.

Staff coordinated with the Citizens Advisory Committee (CAC) and member jurisdictions on the CAC's December 2015 recommendation for a regional goal to eliminate all traffic fatalities.

E. Bicycle and Pedestrian Planning

A TPB-sponsored June 29 workshop was organized and carried out on the FHWA and nationally influential Massachusetts DOT Separated Bike Lane Planning and Design Guides.

Speakers from FHWA and an expert consultant spoke on the design guides, while speakers from Arlington County, the District of Columbia, and Montgomery County addressed local experience building and maintaining separated bike lanes. Over 65 people attended, including numerous agency staff, engineers, planners, and consultants.

As part of the scheduled update of the bicycle and pedestrian project database, bicycle and pedestrian projects compiled as part of the TPB's Long Range Planning Task Force (formerly Unfunded Capital Needs Working Group) were added into the bicycle and pedestrian project database, the combined database was reviewed, and duplicate project entries were removed.

In conjunction with the UPWP effort to identify regional bicycle circumferential routes, staff continued coordination continued with the National Park Service/Washington Area Bicyclist Association Regional Trails Coalition (RTC). Staff participated in the June 16 meeting of the RTC Trail Analytics Working Group, which developed draft criteria for including a trail in the regional network. Staff also participated in the Coalition meeting on June 23.

Staff reviewed and provided comments on the update to VDOT's "Share the Road" pedestrian and bicycle safety guide on a June 13 conference call.

Safety:

Attended the June 14 meeting of the Pedestrian-Bicycle Emphasis Area Team for the Maryland Strategic Highway Safety Plan. Developed action items for each of the pedestrian safety strategies. Briefed the team on the Spring 2016 Street Smart Pedestrian and Bicycle Safety campaign.

End-of-Year Recap:

- Regional/Long Distance/Circumferential Bicycle Routes – The Bicycle and Pedestrian Subcommittee recommended that the TPB adopt the National Park Service routing for the "Bicycle Beltway" circumferential bicycle route, as shown in the National Park Service's 2016 Paved Trails Study. This recommendation and a final report on the work of the Bicycle Beltway work group will be presented to the TPB Technical Committee in FY 2017.

In conjunction with the UPWP effort to identify regional, long distance, and circumferential bicycle routes, staff participated in the Regional Trails Coalition (RTC), an umbrella group led by the National Park Service and the Washington Area Bicyclist Association. The RTC is developing a regional Trails plan. Staff participates in the monthly meetings of the Trail Analytics Working Group, the Governance Group, and the general Regional Trails Coalition meetings.

Top Priority Unfunded Bicycle and Pedestrian Projects List – The Subcommittee maintained the list of Top Priority Unfunded Bicycle and Pedestrian projects. This short list of unfunded projects was presented to the TPB Technical Committee at their May 1st meeting, and to the TPB at their May 18 meeting.

Separated Bike Lane Workshop June 29, 2016 – As part of the technical training and outreach component of the Bicycle and Pedestrian Planning program, staff organized the "Separated Bike Lanes" workshop, which took place on June 29, 2016. This ³/₄ day workshop focused on the new FHWA and Massachusetts DOT Separated Bike Lane Planning and Design Guides.

- Safe Routes to School Regional Meeting November 5, 2015 – The Bicycle and Pedestrian Subcommittee also co-sponsored and hosted a regional Safe Routes to School meeting with the Washington Regional Safe Routes to School Partnership on November 5, 2015. This workshop was attended by more than forty school officials,

consultants and activists, who learned from regional speakers on best practices in promoting walking and bicycling to school.

- Complete and Green Streets Monitoring – COG member governments reported on their adoption of Complete Streets and Green Streets policies in the 2016 Climate and Energy survey. All three states, and all but three counties reported having Complete Streets policies.
- Bicycle and Pedestrian Subcommittee – The Bicycle and Pedestrian Subcommittee met every two months, serving as a forum not only for developing the top priority unfunded list, the non-motorized element of the unfunded capital needs/long range transportation plan, and the bicycle beltway vision, but also for coordinating WMATA station area planning efforts, the National Park Service’s regional paved trails plan, and the bicycle and pedestrian mitigation measures for Safetrack.

The Subcommittee enabled information exchange on a range of best practices in bicycle and pedestrian planning between TPB’s member jurisdictions, including data collection, safe routes to school, pedestrian safety, bike sharing, and the MAP-21 Safety Performance Measure Rule.

Staff supported those efforts, creating agendas, and preparing materials, and providing technical support to the meetings. Meeting materials were made available on the Subcommittee web site.

- Street Smart – Staff briefed the TPB, TPB Technical Committee, Police Chiefs Committee, Public Transit Subcommittee, Commuter Connections Marketing Group, Transportation Safety Subcommittee and others as needed on the regional Street Smart pedestrian and bicycle safety campaign, a program funded outside the UPWP.

To help inform member agency enforcement efforts, staff organized a workshop on Best Practices in Pedestrian and Bicyclist Enforcement, which was held on September 30, 2015. Over 25 people attended, including law enforcement officers, planners, and citizen advocates.

To help guide the Spring 2016 campaign staff compiled 2015 pedestrian, bicyclist, and total fatality numbers for the region.

Staff worked with the Contracting Section to re-bid the Street Smart contract for FY 2017. Staff worked with a selection panel to review and rate the proposals that were received in response to the RFP. The incumbent’s proposal received the highest score, and the incumbent was awarded the contract for FY 2017.

- Transportation Alternatives Program/Transportation Land Use Connections Programs –

Bicycle and pedestrian planning staff provided expertise relevant to evaluating applications to the TPB’s Transportation Alternatives Program and Transportation Land Use Connections (TLC) Programs, which typically are awarded to projects that improve pedestrian network planning, and pedestrian and bicycle access and safety. Staff also served as a project monitor for two of the TLC projects.

Maintain Bicycle and Pedestrian Plan – As part of the scheduled update of the bicycle and pedestrian project database, staff added the bicycle and pedestrian projects compiled by the unfunded capital needs working group into the bicycle and pedestrian project database, examined the combined database, and removed duplicate projects. Verification/updating of project information with agency staff will continue in FY 2017, with an October 1st goal for completion. Information gathered will be the basis for a progress report to the TPB, and an update to the on-line mapping and visualization of the plan.

Staff responded to questions from agency staff and the public regarding bicycle and pedestrian facilities planning.

F. Regional Public Transportation Planning

The Private Providers Annual Transit Forum was held on June 29. TPB staff provided meeting logistics and support for key-note speakers. TPB staff briefed the forum on the restructuring of the Access For All (AFA) advisory committee, the 5310 Enhanced Mobility grant program and solicitation, and new federal planning requirements of the FAST Act. The Regional Public Transportation Subcommittee did not meet in June.

TPB staff worked to compile information and assist in regional coordination in support of the WMATA SafeTrack plan. Briefing memos and presentations were developed for the TPB Technical Committee and for the board. TPB staff also provided support for the development of information and materials for the June 13 COG- BOT Metro Forum. TPB staff also attended the monthly WMATA JCC meeting.

End-of-year recap:

- Review of federal planning rulemaking was a critical activity for the year, with the publication of the draft Transit Asset Management rule in September 2015 and the draft National Public Transportation and Public Transportation Agency Safety Plans in February 2016. Staff developed briefings for the Regional Public Transportation Subcommittee and the TPB Technical Committee to facilitate the regional coordination that will be required as these rulemakings are adopted in the overall Performance Based Planning and Programming (PBPP) process.
- WMATA events were major activities, particularly near the end of the fiscal year as the WMATA SafeTrack plan was announced and as COG and the Board of Trade hosted two Metro symposiums. Staff coordinated regional discussion on the safety surges and conducted research on transit agencies around the nation in support of the Metro symposiums.
- TPB staff also periodically updated the board with materials on WMATA safety actions following the January 2015 smoke incident, including the progress of the National Transportation Safety Board (NTSB) investigation. Materials on the Tri State Oversight Committee (TOC) and the proposed Metro Safety Commission (MSC) were also prepared and distributed. TPB staff also supported the WMATA's Night Bus Service Study and attended meetings of the WMATA Jurisdictional Coordinating Committee.
- Other regional supporting efforts included: facilitating regional bus operator participation in the Fall 2015 and Spring 2016 Street Smart campaigns; coordination in support of the Papal Visit; materials for the TPB's 50th anniversary; transit inputs for the 2016 CLRP, the Multi-Sector Work Group (MSWG), and the Unfunded Projects Work Group; and regional discussion of the TPB's TIGER projects and other transit projects such as the Crystal City Transitway and regional fare systems.

G. Human Service Transportation Coordination

During the month of June, staff supported the first meeting of the reconfigured Access for All Advisory Committee, which now includes the former Human Service Transportation Coordination Task Force. The kick off meeting was held on June 23 and staff worked with the Director and Chair Charles Allen on an interactive agenda with a combination of briefings orientating the committee to the TPB plans and processes, and a roundtable discussing soliciting input on the most significant transportation issues facing traditionally disadvantaged population groups. Staff worked on finalizing the membership and did outreach to identify additional members representing Prince George's County.

Staff presented to the Annual Public Transit Forum for Private Providers on the Human Service Transportation Coordination activities, including the AFA committee and welcomed private providers to join as ex-officio members, and the Enhanced Mobility grant program.

End of the Year Recap:

- Priority projects for the Enhanced Mobility grant application 2015 solicitation were identified from the Coordinated Human Service Transportation Plan;
- Staff conducted the second solicitation of Enhanced Mobility grant applications which was issued on August 14, 2015 with a deadline of November 2, 2015. Approximately 1,200 individuals received notice of the \$5 million available in federal funding.
- An application for vehicle and non-vehicle were created in Foundant, the grants management software. Accompanying required forms and documentation were revised or newly created based on Federal requirements and the draft COG Program Management Plan; including independent cost estimates, Title VI and DBE documentation, budget, milestone and work plan templates.
- Staff provided technical support to applicants about project eligibility, Federal requirements, budget preparation and the use of the online application software.
- Staff conducted five pre-application conferences for interested applicants and provided an overview of the online application, project eligibility and Federal requirements. Conferences were held in Falls Church, VA, Silver Spring, MD and at COG.
- Staff supported the selection committee meeting and process. Staff worked with the applicants to get responses to follow-up questions identified by the committee and held a conference call with the selection committee to finalize funding recommendations.
- Staff drafted a memorandum to the TPB officers to get concurrence with the funding recommendation for TPB approval at the January 20 TPB meeting;
- The TPB officers and then the TPB approved the recommendations which funded 21 out of the 24 applications and expended the \$5 million available in FY2014 and FY2015 federal Enhanced Mobility funds. Some of the applications were partially funded and some funded with remaining Job Access and Reverse Commute (JARC) and New Freedom funds that prior grantees could not expend.
- Staff notified applicants of funding recommendations, developed a draft press release and worked with grantees to also issue press releases
- After TPB approval in January, staff helped develop award notification letters.
- For greater efficiency and effectiveness, the Human Service Transportation Coordination Task Force was merged with the Access for All Advisory Committee, due to overlapping membership of the two groups and for the most part, the work of the Task Force was largely done. Staff consulted with both groups before the proposal was finalized, presented to the Board and implemented.

H. Freight Planning

The completed draft Regional Freight Plan was submitted for a 30-day public comment period.

Staff provided an overview of the completed draft Regional Freight Plan to the TPB Technical Committee, the Citizen's Advisory Committee, and the Transportation Planning Board.

An agenda and other materials were prepared for the regularly scheduled July, 2016 TPB Freight Subcommittee meeting on the topic of truck route development.

Staff collaborated with DEP personnel on the potential for organizing a Local Food Transportation Working Group.

End-of-year-recap

FY2016 programmed activities under this task have been completed or will be continued into FY2017. The most significant accomplishment in FY2016 was the completion of the National Capital Region Freight Plan, including extensive interaction with the TPB on the development of a freight policy element for the Plan. Circumstances necessitated the most significant continuations of FY2016 programmed activity into FY2017, which are developing the Freight Around the Region materials and organizing and conducting a Regional Freight Forum.

Seven meetings of TPB Freight Subcommittee were organized and conducted, each meeting having a theme or special focus. This included four meetings on developing regional freight policies for the new freight plan, as well as meetings focusing on freight aspects of the construction industry; freight rail; and truck route signage.

A full draft of the 2016 National Capital Region Freight Plan was completed and submitted to the TPB for anticipated approval at the July 2016 TPB meeting.

In conjunction with plan development and in response to a specific TPB request, a work session of the TPB was organized and conducted in October 2015 to solicit board member input on freight policy aspects to be included in the National Capital Region Freight Plan. Based on extensive outreach and interaction with the TPB over the course of the following seven months, staff developed a comprehensive set of freight policy statements reflecting the diverse views of TPB members.

Also in conjunction with the plan, descriptions of regional freight issues and trends, including air cargo, freight rail safety and security, and hazardous materials transport among others, were documented and vetted. Also identified and vetted were near- and long- term regional transportation projects that are particularly important for goods movement, as well as recommendations and actions for future TPB freight planning activities.

An FHWA MPO Freight Program Assessment Survey was completed and submitted, informing FHWA of the region's freight planning activities.

Staff participated in VDOT's Northern Virginia East-West Integrated Corridor Management (ICM) effort from the freight expertise perspective.

Technical input was provided to TPB Travel Monitoring activities regarding plans for regional truck counts to verify automatic traffic recorder (ATR) data, to better understand the truck traffic impacts of special generators, and to investigate the use of Bluetooth technology to gain information about geographic dispersal of trucks in the region.

Staff participated in various other meetings, webinars, and conferences for the purposes of increasing freight staff knowledge, coordinating with member jurisdictions and partner agencies, and exchanging knowledge and best practices with other MPOs.

I. Metropolitan Area Transportation Operations Coordination Program Planning (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 planning support provided by TPB staff under this task.

The June 22 MATOC Transit Task Force conference call was organized and conducted, among a number of calls and meetings anticipated over the coming months for regional coordination during the Washington Metropolitan Area Transit Authority's SafeTrack maintenance program.

The June 24 MATOC Steering Committee monthly meeting was organized and conducted, accommodating the monthly opportunity for the MATOC Steering Committee to provide oversight to the MATOC program, and providing guidance to the ongoing work of the MATOC subcommittees and working groups.

The June 30 MATOC Operations Subcommittee conference call was organized and conducted, providing an opportunity for information exchange and coordination among major transportation agencies on the operations and notifications aspects of the MATOC Program.

End-of-year- recap

FY2016 programmed activities under this task have been completed or will be continued into FY2017.

Staff prepared for and participated in meetings of the MATOC Steering Committee and its Information Systems Subcommittee, Operations Subcommittee, Transit Task Force, Severe Weather Working Group, and Construction Coordination Working Group throughout the year.

Meetings and conference calls of the MATOC Severe Weather Working Group organized and conducted during the year included a season kickoff meeting on December 10, 2015 at the National Weather Service offices in Sterling, Virginia, providing a major season-starting meeting between transportation agency snow personnel and the region's weather forecasters; an end-of-season meeting on April 21 providing a recap of lessons learned from the 2015-2016 winter season; and several meetings and conference calls between these two dates providing for ongoing coordination among transportation agency snow personnel, weather forecasters, and federal Office of Personnel Management officials.

The MATOC Construction Coordination Working Group conducted its annual region-wide workshop on March 29, 2016 at COG, providing an opportunity for collaboration among regional transportation agencies' construction zone managers and schedulers.

The First Annual MATOC Regional Traffic Incident Management (TIM) Conference was organized and conducted, taking place on April 27, 2016 at the University of Maryland (morning session) and the Maryland Fire and Rescue Institute (afternoon session), providing an opportunity for collaboration among regional transportation agencies' incident responders in the fields of transportation management, fire and rescue, law enforcement, towing and vehicle recovery, and related disciplines.

Information was developed for a retrospective Annual Report publication for the MATOC Program for 2015, anticipated to be published in early FY2017.

Overall, the MATOC Program was successful in FY2016 in its regional transportation incident management and weather response activities, supported in part by the long-range planning and administrative activities provided by this task.

3. FORCASTING APPLICATIONS

A. Air Quality Conformity

Travel demand and mobile emissions modeling for the 2016 CLRP and FY2017-2022 TIP air quality analysis is currently in progress. The travel modeling for scenario years 2016 and 2017 have been completed and results are under evaluation. The remaining scenario years 2020, 2025, 2030 and 2040 remain to be modeled and evaluated and are expected to be completed during the next two months. Documentation of the air quality analysis will be forthcoming in the fall.

Staff reviewed the notice for proposed rule-making (NPRM) for assessing CMAQ performance. TPB staff conferenced with State DOTs on June 24 to discuss the proposed rule-making. Staff outlined the CMAQ on-road mobile source emissions section of the rule-making, and expects continued discussions on the CMAQ emissions section of the rule will be necessary.

End-of-year-recap

During the summer and fall of 2015, TPB staff completed the technical analysis and documentation of the air quality conformity analysis of the 2015 CLRP and FY 2015-20 TIP. The primary technical analysis assumptions and methods included: COG Round 8.4 Cooperative (land activity) Forecasts, Version 2.3.57a Travel Demand Model, the EPA MOVES2014 mobile emissions model and the use of 2014 vehicle registration data. The analysis indicated that the Plan did conform to air quality standards and the analysis was documented and was approved by the TPB on October 21, 2015. The conformity findings were subsequently approved by the U.S. DOT and U.S. EPA on February 4, 2016.

The air quality conformity cycle of the 2016 Amendment to the CLRP FY2017-22 TIP was initiated in November of 2015 with a Call for Projects. Staff released a Scope of Work in February 2016. Staff solicited project inputs from the members and reviewed project submittals. Interagency consultation notifications have been conducted during the solicitation process. Technical modeling work was initiated in June of 2016 and will continue through the summer. One notable update in the technical methods will be the use of the MOVES2014a mobile emissions model and the use of Round 9.0 Cooperative land use forecasts.

Staff coordinated with state DOT partners regarding emissions reduction analyses associated with CMAQ projects at various points of the year. For example, emissions rates from the 2015 CLRP analysis were shared with DDOT in May. Staff also reviewed newly developed "HOT-Spot" emissions analysis methods used by VDOT.

During the fall of 2015 TPB staff coordinated with the newly formed Southern Maryland MPO, Calvert – St. Mary's MPO (C-SMMPO) to formalize an agreement stating that transportation projects in Calvert County, Maryland would be considered in the region's air quality conformity determinations. TPB approved the agreement in January 2016.

B. Mobile Emissions Analysis

During June, DEP staff coordinated with DTP staff regarding the timeline for developing MOVE2014a emissions inventories for the proposed 2008 ozone NAAQS redesignation request & maintenance plan. During FY 2017, DTP staff will be working to develop updated ozone emission budgets.

In response to a data request from DDOT, staff transmitted the most currently adopted mobile emissions rates for NO_x, VOC and GHG as developed in the air quality conformity analysis of the 2015 CLRP. This information was sought to update CMAQ project evaluation procedures.

In response to a data request from DEP staff, DTP staff transmitted VMT and mobile emissions estimates data for Montgomery County from the currently adopted Plan (2015 CLRP).

TPB staff communicated and coordinated with Baltimore Metropolitan Council staff regarding the establishment of mobile emissions budgets.

End-of-year-recap

DTP staff coordinated with COG/DEP staff throughout FY 2016 for assistance in obtaining approved non-transportation inputs to the MOVES model for various regional and project planning studies. COG/DEP staff also assisted with the review of emission results developed in air quality conformity work as well as in SIP planning work. Coordination included regular attendance and occasional presentations at MWAQC TAC meetings.

Staff invested a substantial amount of time evaluating the latest version of the EPA mobile emissions model, MOVES2014a. The new emissions model will be used to support the air quality work of the 2016 CLRP which has begun during FY 2016. Staff compared the emission results of the new software with that produced by existing (MOVES2014) software. Staff also tested the new software with varying hardware configurations to optimize running times. Staff also investigated the impacts of new input assumptions. Several technical memoranda were produced between January and May.

Staff supported the Multi-Sector Working Group effort (studying regional Greenhouse Gas reduction strategies) by conducting scenario tests to investigate how mobile emissions are affected by transportation system and/or land activity changes. Documentation of the scenario work was prepared in December 2015.

As part of the Air Quality Conformity Analysis of the 2015 CLRP, DTP conducted an analysis of Transportation Emissions Reduction Measures (or TERMS) for the region (although TERMS were not needed to attain conformity). The analysis sought to assess the magnitude of emission reductions attributed to the MWCOG/TPB Commuter Connections Program, the Regional Incident Management Program, pedestrian facilities improvements and expansions, and informal carpool lots. The analysis was documented as part of the air quality conformity report.

At the request of MWAQC, DTP staff updated motor vehicle emission budgets for fine particles (PM_{2.5}). Inventories for PM_{2.5}, precursor NO_x, ammonia (NH₃), sulfur dioxide (SO₂), and volatile organic compounds (VOC) emission were developed for three analysis years. The final DTP report documenting the on-road mobile emissions development was transmitted to DEP staff in February 2016. DTP staff worked with COG/DEP staff in presenting emission inventory/budget results to the MWAQC and CEEPC groups, public hearings and other interested groups.

Staff members also remained current with mobile emissions research. Staff attended the Transportation Research Board Annual Meeting in Washington, DC (January 2016). Staff also attended MOVES mobile emissions modeling training provided by the EPA in Atlanta (September 2015) and AMPO Air Quality Work Group conference in Washington, DC (December 2015).

During FY 2016, staff received 13 requests for MOVES-related data, including input/output files of specific mobile emission scenarios, seasonal/yearly VMT forecasts and specific

emission rates. The requests were submitted by state transportation/air agencies, consultants working on project planning activities and the University of Maryland.

C. Regional Studies

Staff continued reviewing and compiled the responses to the survey questionnaires sent to local jurisdictions, state agencies and regional agencies regarding implementation considerations for the recommended consensus Multi-Sector Working Group (MSWG) greenhouse gas reduction strategies.

A letter of support was prepared for a grant application to be submitted by the Maryland Transit Administration (MTA) for the Federal Transit Administration's (FTA) Transit-Oriented Development Planning Pilot Program.

Staff continued analysis of the travel forecasting results of the "all-build" scenario for the Long-Range Planning Task Force.

End-of-year-recap

During FY 2016 staff led technical approaches and project management on two key regional initiatives: the Multi-Sector Working Group on greenhouse gas reduction strategies, and the Long-Range Planning Task Force (previously called the Unfunded Capital Needs Working Group).

Specific items related to the MSWG included: review and comment on all consultant work products; providing regular briefings and discussion on the project's technical methods to the working group and its subgroups, the COG Board of Directors, the TPB, and the TPB Technical Committee; providing briefings on the project to other regional partners such as the NVTAA; managing the consultant contract and technical work; convening an Elected Official Policy Working Group consisting of members of the TPB, Metropolitan Washington Air Quality Committee (MWAQC), Climate, Energy, and Environmental Policy Committee (CEEPC), and the COG Board to advise the COG Board itself on Multi-Sector Greenhouse Gas Consensus Recommendations; presenting a draft list of recommended consensus Multi-Sector Working Group (MSWG) greenhouse reduction strategies to the Elected Official Policy Working Group composed of TPB, MWAQC, CEEPC and COG Board members; preparing a questionnaire that would seek input for local jurisdiction staff on the implementation implications of the recommended strategies (and revising the questionnaire based on feedback from a focus group composed of local jurisdiction planning staff).

The MSWG consultant prepared a technical memorandum on national level actions that could assist the region in closing the gap in greenhouse gas (GHG) reductions to reach the COG goal of an 80% reduction in regional GHG emissions by 2050, and presented national level actions that could assist the region in closing the gap in greenhouse gas (GHG) reductions and explored options for sector goal and targets with the members of the MSWG.

Specific items related to the Unfunded Capital Needs Working Group / Long-Range Planning Task Force included: conducting meeting and conference calls with the Task Force Chair and Vice Chairs (members of the TPB appointed by the TPB Chair), planning and executing the agenda and materials for monthly meetings of the Task Force; providing regular briefings on Task Force activities to the TPB and Technical Committee; developing a work plan for Task Force activities and deliverables; working with jurisdiction staff to obtain project inputs for the set of unfunded regional transportation improvements; developing the unfunded project database and webmap; suggest policy and planning actions for the Task Force's consideration in addressing the region's unmet transportation capital needs, and

perform travel demand forecasting analysis of a no build and all-build (all unfunded improvements received from regional jurisdictions and agencies) network.

A letter of support was prepared for a grant application to be submitted by the Maryland Transit Administration (MTA) for the Federal Transit Administration's (FTA) Transit-Oriented Development Planning Pilot Program.

D. Coordinated Cooperative Forecasting & Transportation Planning

Staff continued analysis of current labor market trends and demand in the region using the Burning Glass Labor Insight tool acquired using funding received from a Capital One Foundation grant.

Staff downloaded and summarized the 2015 QCEW for metropolitan Washington; compared performance of (1) region with the nation, (2) industries, (3) counties.

End-year-recap

During FY 2016, staff completed the development of the Round 9.0 Cooperative Forecasts of population, households, and employment at the TAZ level for the region, working closely with the Planning Directors TAC and Cooperative Forecasting Subcommittee of the PDTAC. The Subcommittee transmitted the forecasts to the PDTAC in February 2016, and the PDTAC recommended approval of the forecasts to the COG Board of Directors in February 2016. In March 2016 the COG Board approved the use of the forecasts by the TPB for the Air Quality Conformity Analysis of the 2016 Financially Constrained Long Range Plan (CLRP) and the 2016-2021 Transportation Improvement Program (TIP). Staff followed up with several jurisdictions where the jurisdictional sum of the TAZ-level population, household and employment totals in the TAZ-level Round 9.0 Cooperative Forecasting land activity database did not match the previously approved jurisdictional-level totals submitted for these jurisdictions. After local jurisdiction staff verified the accuracy of the Round 9.0 TAZ-level totals, COG Department of Community Planning and Services staff prepared a consent agenda resolution for the COG Board that asked that the Board approve updated Round 9.0 jurisdictional-level totals based the summarization of the TAZ-level data. The COG Board adopted this consent agenda resolution at their April meeting.

Specific tasks completed as part of this major update to the Cooperative Forecasts included: analyzing the updated IHS Global Insight regional projections used as input to the regional econometric model; processing and distributing to jurisdictions InfoGroup establishment level employment data for use in developing TAZ-level baseline employment estimates; developing a methodology for preparing the baseline employment estimates; providing estimates of military employment by installation; explaining the differences between multiple private and public data sources of employment estimates; review and analyze preliminary jurisdictional level forecasts with the Subcommittee; reconciling the "bottom-up" jurisdictional totals with the "top-down" estimates from the econometric model through the subcommittee and meetings with individual jurisdictions; preparing a TAZ-level Round 9.0 Cooperative Forecasting land activity database for all jurisdictions in the TPB modeled area and reviewing the updated Round 9.0 TAZ-level forecasts submitted by COG member jurisdictions and the Baltimore Metropolitan Council (BMC) for the jurisdictions in the BMC portion of the TPB modeled area, and preparing a memorandum for the TPB that explained the differences in definition of "retail employment" categorized by the industry classification system used for reporting national economic statistics and "retail employment" categorized by local land use type in response to a TPB question about the forecast growth in retail jobs.

During FY 2016, staff also prepared the monthly Regional Economic Monitoring Report and posted it on the COG website, investigated the use of Burning Glass data for labor analysis, prepared and submitted a successful grant application to Capital One for Burning Glass

funding, obtained Burning Glass Labor Insight data, attended training, and used the data for labor market analysis, including developing an industry-occupation matrix for group projections. Staff researched current commercial real estate trends, office vacancy rates, employee per square foot density assumptions and NAICS industry to land use type conversion factors using the Co-Star database, and updated the economic and demographic data tables for the Region Forward Progress Report.

4. **DEVELOPMENT OF NETWORK / MODELS**

A. **Network Development**

Staff continued database and quality control checks of the network inputs to the travel demand model in support of the air quality analysis of the 2016 CLRP and FY 2017-2022 TIP.

Staff completed documentation on the latest changes implemented to the GIS-based tool for editing and managing transportation networks (COGTools).

End-of-year-recap

During FY 2016, the network development unit prepared transportation system inputs to the travel demand model for a wide array of project studies travel models development activities.

Staff completed base- and forecast-year highway and transit network inputs for the air quality analysis of the 2015 CLRP. Network inputs for six analysis years were prepared (2015, 2017, 2020, 2025, 2030, and 2040). The inputs were documented in a technical report that was released in March 2016.

Staff began preparing inputs for the next (2016 CLRP) air quality conformity analysis cycle during the fall. Staff completed the update of base-year (2015) transit network files and the development of forecast-year network inputs have begun. Documentation of the 2016 CLRP networks will occur during FY 2017.

Staff supported the development of special networks for scenario work that was undertaken for the COG's Multi-Sector Working Group on Greenhouse Gas Emissions (MSWG).

To assist with coding highway and transit networks, staff makes use of a multi-year, ArcGIS-based geodatabase, which is manipulated using a graphical user interface called COGTools. Staff maintained and refined both the database and the COGTools program, including porting the tool from ArcGIS 9.3 to ArcGIS 10.2.1. Work was documented in a June 30, 2016 memo.

Staff supported the consultant-assisted project to develop and apply the regional travel demand model. This work included preparing developmental network inputs supporting the migration to a new transit network building process (Public Transport). Staff also researching various enhancements to coding transit networks, such as consolidating the number of transit mode codes and including a measure of vertical separation in the Metrorail network.

During FY 2016 staff responded to 12 specific requests for the TPB's network-related data, including shape files of the highway and transit networks and network "link" files. These requests were submitted by state and local transportation agencies.

B. **GIS Technical Support**

Staff upgraded the ArGIS for Server software on the GIS server to version 10.4. Staff performed ArcGIS software updates for DTP staff workstations. Staff prepared

purchase orders for the Esri software maintenance and HERE Streets data for the FY 2017 year. Staff worked with Information Technology and Facilities Management (ITFM) staff to update the security settings on the GIS web server. Staff continued to monitor and manage the operational performance of the ArcGIS server. Staff worked with staff working on the new COG website launch to create map content for the content management system for the website.

Staff prepared an ArcGIS map document containing datasets used to create a descriptive map of the Regionally Significant Transportation Network for the Long Range Plan Task Force.

Staff prepared a draft map of MPOs and Urbanized Areas that border TPB for discussion at the State Technical Working Group (STWG) and Technical Committee meetings.

Staff planned and participated in the June 21st joint meeting of the GIS Committee and the Geospatial Data Exchange (GDX) working group where we discussed minimum essential dataset items.

End-year-recap

Throughout FY 2016, staff continuously monitored, maintained and updated the COG/TPB GIS-related hardware and software, provided user support, and updated GIS databases and user guides. Staff leveraged innovations in GIS technology to improve the way COG/TPB uses GIS to support our work. Completed projects include ArcGIS Online web maps depicting projects contained in the 2015 CLRP, the “all-build” scenario of the Long-Range Planning Task Force (formerly Unfunded Capital Needs Working Group), Bike to Work Day pit stop locations, and areas of Environmental Justice Concern. Staff updated regional GIS files for county boundaries and regional activity centers. Staff provided GIS assistance for the Regional Freight Plan, Regional Bike Plan, Multi-Sector Working Group on greenhouse gas reduction, Airport Ground Access Travel Time Study, travel monitoring activities under State Technical Assistance, and the 2016 CLRP. Staff also continued to coordinate regional GIS activities with state DOTs, WMATA, and the local governments through COG's GIS Committee and the National Capitol Region Geospatial Data Exchange (NCR GDX) Governance Working Group throughout the year. Staff also fulfilled requests for data from TPB participating agencies, began a comprehensive overhaul of the organization of the Department's spatial data library, and provided new GIS content and integration of existing content with the new COG website.

C. Models Development

During June, staff conferenced with the consultant team assisting TPB staff with implementing modeling improvements on June 21 to review draft task order deliverables. Staff also met with the consultant on June 28 to broadly discuss the objectives of the FY 2017 contract.

End-of-year-recap

FY 2016 models development activities were primarily focused on: 1) maintaining and refining the existing travel model for active project work, 2) completing the strategic plan for long-term improvements to the TPB's travel forecasting methods and 3) beginning the implementation of the first phase of the long term plan.

Staff supported the application of the currently adopted Version 2.3.57a travel demand model for air quality planning work and for project planning studies. An updated travel model user's guide was released in Oct. 2015. Staff prepared a “transmittal package” of the most recent model application, along with inputs, to facilitate responses to requests from regional stakeholders. Staff also responded to over 70 requests from external agencies for the travel model or model-related data.

Staff implemented several refinements to the existing travel demand model in anticipation of the next air quality conformity cycle. The refinements included migrating to a newer (64-bit) version of Cube Voyager, streamlining the way toll setting is performed, and a series of minor bug fixes.

Staff also completed refinements to the travel model in anticipation for the next (2016 CLRP) air quality conformity cycle. Staff updated and documented key inputs to the model including land activity, external/through travel and other exogenous trip tables. Additional technical refinements were implemented and documented.

Staff continued the consultant-assisted project to improve the TPB travel demand forecasting model, including the following. The project team completed a multi-year strategic plan for the improvement of the TPB travel demand model. The plan was developed as three reports and has been structured as three phases. In the short term (Phase 1), refinements will be made to the existing trip-based model. The remaining phases will address the development of an activity-based model. During FY 2016 some of the Phase 1 modeling updates were started. Remaining updates will be completed in FY 17. The focus of the Phase 1 updates will include:

- Improving the travel model's sensitivity to transit sub-modes
- Improving the model's ability to address highway pricing
- Improving the treatment of non-motorized travel and non-motorized access to transit
- Improving the modeled treatment of non-resident trips.
- Staff analyzed and summarized the 2000 Census Public Use Microdata Sample (PUMS) files to create household-level summary data that could be used to validate various demographic sub-models. The work was documented in March. Staff also began an analysis and jurisdiction-level summary of the 2006-2010 American Community Survey (ACS), but final documentation was not yet completed.

Staff remained current with the latest practices and developments in the travel demand forecasting field by staying active in relevant professional associations. Staff has also attended several federal (TMIP) webinars throughout the year and attended the following conferences:

- AMPO Travel Modeling Work Group Meeting, December 17-18, 2015.
- Transportation Research Board 95th Annual Meeting, January 10-14, 2016.
- 6th TRB Conference on Innovations in Travel Modeling, May 1-4, 2016.

Staffed five meetings of the Travel Forecasting Subcommittee (TFS). Normally, six meetings are held each year, but this year, the January TFS meeting was cancelled due to inclement weather.

D. Software Support

End-of-year-recap

This activity included maintenance and development activities associated with software and hardware, including TPB's travel demand modeling platform (Cube Voyager) and mobile emissions modeling software (MOVES). The workstations used to execute travel modeling involves coordination between DTP staff and COG's Information, Technology and Facilities Management (ITFM) team. Coordination occurred regularly, throughout FY 2016.

5. TRAVEL MONITORING

A. Cordon Counts

A contract was executed with the Bluetooth data collection vendor and the data at truck locations were collected by the consultant and delivered to staff for QA/QC and production of a technical memorandum.

End-of-year-recap

During FY 2016, staff completed the Regional HOV Report for which data were collected during FY15. Following completion of the report, staff responded to various requests for data from the report. Staff also prepared a scope of work and request for quotations for Bluetooth-based origin-destination data collection at high-volume regional truck locations. Staff reviewed the responses to the RFQ and recommended a vendor for award; the selected vendor completed the data collection and staff began but did not complete the data QA/QC nor technical memorandum.

B. Congestion Monitoring and Analysis

Staff continued working with the Vehicle Probe Project data to analyze the traffic impacts of the WMATA's SAFETRACK program.

End-of-year-recap

The second part of the 2014 Freeway Congestion Monitoring Program's 1-Second Time Lapse Photo (TLAP) project was completed including video board created using the 1-second pictures and the report was finalized. The objective of the pilot program in demonstrating use of the system for selective use was achieved.

Staff completed the regional congestion analysis using the vehicle probe project data for the congestion management process technical report including congestion trends on highways, travel time reliability, top bottlenecks, and congestion on major commute routes. This appears as Chapter 2 of the 2016 Congestion Management Process Technical Report.

Throughout the year staff completed a number of special analysis to study the traffic impacts of special events such as Papal visit to the region, January 2016 snow event, and the March 16 Metrorail shutdown.

C. Travel Surveys and Analysis Household Travel Survey (HTS)

Staff finalized the RFP for the region-wide 2017 TPB Household Travel Survey and it was released via the COG website on June 9. Staff hosted a pre-bid conference for the RFP on June 15 and helped prepare the first amendment to the RFP that included all questions and answers received and given, including those from the pre-bid conference.

End-of-year-recap

During FY 2016, staff continued work with existing survey data and other data sources such as the CTPP to respond to data needs of the travel demand forecasting model and other department programs; for example, comparing CTPP TADs with aggregations of TPB model TAZs to determine the feasibility of using the TADs for the model. Initial work was completed on an RFP for geographically-focused household travel surveys but that work was set aside and the funds reserved for the upcoming full regional HTS. During the final quarter of the fiscal year, staff drafted and then finalized the RFP for the 2017-2018 regional household travel survey.

D. Regional Transportation Data Clearinghouse (RTDC)

Staff continued to update several ArcGIS Online (AGOL) content items related to RTDC datasets.

Staff added several additional data layers to the RTDC from the Census Transportation Planning Package (CTPP), including Mode of Transportation, Mean Travel Time and Vehicle Availability.

Staff began correspondence with WMATA staff to discuss data availability to regularly update WMATA data currently part of the RTDC.

Staff directed COG Health Planner, Jennifer Schitter, to the RTDC for information that can be used for Region Forward Health Indicator research.

Staff directed fellow TPB staff to the RTDC 2014 hourly counts linked to the TPB Highway Network, and answered their questions about the data. Staff completed work on producing the Average Annual Daily Traffic (AADT) counts for years 2007-2014. The data are in the process of being prepared for inclusion in the RTDC.

Staff drafted an article on the condition of bridges in metropolitan Washington. Staff provided an estimate of Prince William County Metrorail ridership upon request from James Davenport.

Staff provided county-to-county flow tables for all counties in the TPB Modeled Region as well as the commuter shed upon inquiry from Eric Randall to assist DDOT's Multimodal Congestion Study. Staff provided resources that might be used to support/validate ridership forecasts for ferry boat service from the District of Columbia to Woodbridge, upon request from Prince William Supervisor Frank Principi.

End-of-year-recap

In FY2016, staff updated the RTDC with the latest available highway traffic volume, transit ridership data, and cooperative forecasts, and updated the consolidated regional HPMS dataset with the latest submittals. Staff updated the RTDC ArcGIS Online Open Data site and core layers such as the planning area boundaries and TAZ representation of regional activity centers. Staff added new content and user features to the RTDC and provided an overview update of new material to the Travel Forecasting Subcommittee. Staff has been monitoring the development and update of key GIS layers that link to the upcoming performance-based planning and programming (PBPP) metrics and targets so that the RTDC can serve as the central repository for PBPP data and reporting. Staff also provided technical support to internal RTDC users and responded to numerous RTDC requests from staff at TPB participating agencies.

6. TECHNICAL ASSISTANCE

A. DISTRICT OF COLUMBIA

1. Program Development, Data Requests & Miscellaneous Services

Staff reviewed program work scopes and participated in the monthly meeting cycle.

End-of-year-recap

During FY 2016, staff reviewed scopes of work for Technical Assistance, amended the UPWP (where necessary) to include those projects, and responded to data requests from public and private entities conducting work to support DDOT and other departments of the District government. Staff also attended the monthly TPB meeting cycle.

2. Traffic Counts and HPMS Support

The June HPMS Coordinating Committee meeting included status updates by TPB Staff on ongoing issues with the Here Station Equivalency Table, 2016 permanent count station data and short-term counts, need to retain unique and persistent ids in transitioning the SSR file, and the short-term contractor option year. Staff prepared the agenda and the summary for this meeting.

The following May continuous traffic count data were processed, reviewed, and assessed for completeness and reasonableness: data from Transcore for the former Here Stations that is no longer reported in the HERE Stakeholder Application, HERE Stakeholder Application (formerly Traffic.com) stations on DDOT interstate/freeway sections; and data from the permanent count stations on interstate, freeway, primary arterial, and minor arterial sections. A technical report was subsequently submitted to DDOT field inspection personnel, which was supplemented by May data summaries and notations on missing or questionable data records.

Staff participated in an additional meeting and conference call. On June 16th, staff participated in a conference call to discuss issues found in data file retrieved using DDOT's ATMS systems after DDOT began collecting data from sensors formerly owned by Here. On June 1, staff participated in a meeting to discuss the role of sourcesegids in the segid file for DDOT's HPMS program and possible consequences for future time series analysis if unique and persistent ids are not retained. At this meeting, staff also provided information on historical AADT data for the District of Columbia.

Staff completed the following administrative tasks:

- Reviewed and approved payment for fourth invoice for FY 2016.
- Upon request for the number of federal-aid miles, redirected Laura Richards (DDOT) to Edward Carpenter.

Staff provided the following technical assistance to DDOT staff:

- Provided Mr. Rahul Jain with the Average Annual Daily Traffic (AADT) from 14th Street Bridge to South Capitol Street as well as the AADT for Douglas Bridge to South Capitol Street.

End-of-year-recap

In FY 2016, staff participated in DDOT's monthly HPMS Coordination Committee meetings, participated in additional meetings about the Coordination, Operation, and Maintenance of the DDOT PCS/VDS sensors, updated the Traffic Monitoring System report, developed recommendations for DDOT's multi-year HPMS traffic counting programs, assigned and provided quality assurance of 2-day ramp, 3-day volume, and 7-day vehicle classification counts performed by the short-term count contractor; managed the short-term count contract; processed continuous traffic count data collected at Here (formerly traffic.com) automated traffic recorder (ATR) stations located in the District of Columbia, processed and performed quality assurance and review of continuous traffic count data collected by at DDOT continuous count stations, updated the five-year rolling count program locations, prepared the annual traffic volume map, updated SAS programs for annual submittal to use DDOT continuous count station, developed seasonal adjustment factors developed vehicle class seasonal adjustment factors, developed annual

growth factors, developed AADT volume estimates for HPMS sections, updated Truck AADT volume estimates and percentages, developed HPMS vehicle summaries and traffic metadata, provided quality assurance of the traffic data developed for DDOT's 2015 HPMS submittal and provided on-call technical assistance, as requested, including assisting with responses to FHWA comments on the 2014 HPMS submittal.

3. Data Transfer for CLRP &TIP

This project is inactive following the March carryover.

End-of-year-recap

No work was completed on this project during FY 2016 and the project was deferred until FY 2017.

4. Transportation Sector Support for the COG Multi-Sector Greenhouse Gas (GHG) Working Group (MSWG)

No staff or consultant work activity during the reporting period.

End-of-year-recap

This line item covered the consultant services for the MSWG, which are discussed in item 3.C Regional Studies

5. Other Tasks to be Defined

This project is inactive following the March carryover.

End-of-year recap

No work was completed for this line item (a holding area for unprogrammed funds) during FY 2016 and monies were carried over to FY 2017.

B. MARYLAND

1. Program Development /Management

Staff made plans to meet with SHA staff to review and discuss the scope and budget for travel forecasting support for a study covering a portion of the I-270 and I-495 corridor, and participated in the monthly meeting cycle.

End-year-recap

During FY 2016, staff reviewed scopes of work for Technical Assistance, amended the UPWP (where necessary) to include those projects, and responded to data requests from public and private entities conducting work to support MDOT and other departments of the State. Staff also attended the monthly TPB meeting cycle.

2. Project Planning Studies

Staff attended the Southern Maryland Rapid Transit (SMRT) study update meeting on June 22.

End-of-year-recap

During FY 2016, staff regularly coordinated with SHA on the technical methods and deliverables for the three BRT studies in Montgomery County (MD 586, MD 355,

and US 29). Travel demand forecasting model runs were performed, and the results analyzed and transmitted to SHA or MTA where necessary. Staff attended technical briefings with SHA and MTA as needed, as well as regular study meetings of these projects and the SMRT study.

3. Feasibility/Special Studies

No staff activity during the reporting period.

End-of-year-recap

There was no work activity under this item during FY 2016 and most of the funds were carried over to FY 2017.

4. Transportation Performance Measures

Staff completed field work and began processing the data for the HOV counts and travel time data collection funded under this work program item.

End-of-year-recap

During FY 2016, Staff responded to a data request from MD SHA regarding potential supplemental work associated with a performance analyses of the I-270 HOV lanes. In addition, half of the cost of computer hardware purchase, needed for completion of work associated with this task, was underwritten by this work task. Staff also completed vehicle occupancy and travel-time data collection along I-270 and US 50.

5. Training/Miscellaneous Technical Support

No staff work activity during the reporting period

End-of-year-recap

During FY 2016, nominal telephone charges were underwritten by this work task, and staff attended a monthly meeting of the Southern Maryland Rapid Transit Study. Most funds were carried over to FY 2017.

6. Transportation / Land Use Connections Program (TLC)

By the end of June, which was the end of the fiscal year, all TLC technical assistance projects funded for FY 2016 were completed.

End-of-year-recap

During FY 2016, several Maryland TLC projects were completed by consultants; information on those projects and the overall project activity during the fiscal year may be found under the report for project 1.H in the core UPWP. Note that the Technical Assistance line item only funds consultant services, not TPB staff labor.

As part of the Transportation/Land-Use Connections Program (1.H. above), four technical assistance projects in Maryland were fully or partially funded under this PE number. See 1.H. above for further details about the TLC Program.

7. Human Services Transportation Study/ Follow-up and Support

No project is inactive following the March carryover.

End-of-year-recap

There were no expenditures on this project during FY 2016 and the funds were shifted to Item 6.B.4 (Transportation Performance Measures) as part of a minor UPWP amendment approved by the TPB Steering Committee in March.

8. Transportation Sector Support for the COG Multi-Sector Greenhouse Gas (GHG) Working Group (MSWG)

No staff or consultant work activity during the reporting period.

End-of-year-recap

This line item covered the consultant services for the MSWG, which are discussed in item 3.C Regional Studies

9. Other Tasks Yet to Be Defined

This project is inactive following the March carryover.

End-of-year-recap

No work was completed for this line item (a holding area for unprogrammed funds) during FY 2016 and monies were carried over to FY 2017.

C. VIRGINIA

1. Program Development and Data/Documentation Processing

Staff participated in the monthly meeting cycle.

End-of-year-recap

During FY 2016, staff reviewed scopes of work for Technical Assistance, amended the UPWP (where necessary) to include those projects, and responded to data requests from public and private entities conducting work to support VDOT, DRPT, and the Northern Virginia sub-regional planning agencies. Staff also attended the monthly TPB meeting cycle.

2. Travel Monitoring and Survey

Staff completed field work for the HOV counts and travel time data collection funded under this work program item. Staff completed field work for the bicycle and pedestrian count locations in Tysons Corner.

End-of-year-recap

During FY 2016, staff completed data collection and a draft technical report for travel monitoring along the I-66 corridor near Ballston for VDOT / NVTC as baseline data collection for the person-throughput metric of the Transform 66 Inside the Beltway multimodal components. Staff also completed data collection for vehicle occupancy counts and travel times at stations along of I-95 / I-395, I-66, and VA 267 where HOV facilities exist. Staff also completed bicycle-pedestrian video data collection using the VDOT Miovision cameras.

3. Travel Demand Modeling

No staff work activity during the reporting period.

End-of-year-recap

During FY 2016, staff provided technical advice on the modeling processes used for the Route 7 Transit Study and HB 599 transit modeling, and provided modeling data for the NVTA Annual Report and TransAction 2040 update.

4. **Regional and Sub-Regional Studies**

Staff presented information on TPB scenario planning work to the TransAction Subcommittee at its meeting on June 2. Staff reviewed materials from the TransAction study team and participated in regular study meetings and work sessions. Staff participated in the monthly meeting cycles for NVTA and NVTC.

End-of-year-recap:

During FY 2016, staff analyzed VPP data along I-66 inside the Beltway to evaluate the bus-on-shoulder pilot project. Staff participated in the Transform 66 inside and outside the Beltway TAC meetings, VTrans regional forums, NVTA RJACC, PIWG, PPC, and TransAction Subcommittee, and the Route 7 Transit TAC. Staff attended Transform 66 public meetings and CTB meetings held in Northern Virginia. Staff attended the monthly NVTA and NVTC meetings.

5. **Transportation Support for the COG MSWG**

No staff or consultant work activity during the reporting period.

End-of-year-recap

This line item covered the consultant services for the MSWG, which are discussed in item 3.C Regional Studies

6. **Other Tasks yet to be Defined**

This project is inactive following the March carryover.

End-of-year-recap

No work was completed for this line item (a holding area for unprogrammed funds) during FY 2016 and monies were carried over to FY 2017.

D. WMATA

1. **Program Development**

Staff participated in the monthly meeting cycle.

End-of-year-recap

During FY 2016, staff reviewed scopes of work for Technical Assistance, amended the UPWP (where necessary) to include those projects, and responded to data requests from public and private entities conducting work to support WMATA. Staff also attended the monthly TPB meeting cycle.

Staff worked with COG's Contracts and Procurement office on the release of a Request for Proposals (RFP) for a study consultant, and proposals were due on September 25.

2. **Miscellaneous Services**

No staff work activity during the reporting period.

End-of-year-recap

During FY 2016, staff finalized a scope of work for a study on how Medicaid transportation services are provided in this multi-state region and opportunities for coordination with Metro Access. TPB and WMATA staff coordinated on a series of presentation to be made at the Board's request to gain an understanding of what WMATA's needs are now and for the future, what are the current issues, where does the region stand in meeting those needs, and how TPB can play a constructive role in supporting WMATA.

3. Transportation Support for the COG MSWG

No staff or consultant work activity during the reporting period.

End -of-year-recap

This line item covered the consultant services for the MSWG, which are discussed in item 3.C Regional Studies.

4. Travel Demand Model Improvements

No staff work activity during the reporting period. A consultant invoice was paid during the reporting period and information on those work activities is included in the consultant's progress report accompanying the invoice.

End-of-year-recap

During FY 2016 staff engaged our travel forecasting consultant to work on transit specific model improvements identified in the strategic plan for models development and noted as high priority by WMATA staff. These improvements will be achieved through recommended enhancements to the mode choice model, including placement of transit technology choice in assignment rather than mode choice, improved access to transit measures, changes to the transit attributes included in mode choice, changes to transit path-building and assignment, and the data needs for the recommended enhancements, including data needs to re-estimate, calibrate, and validate the enhanced mode choice model.

5. 2015 Metrobus Passenger On-Board Survey

No staff work activity during the reporting period.

End-of-year-recap

During FY 2016, staff prepared a draft memorandum recommending sampling, processing and weighting procedures for WMATA's planned three-year rolling Metrobus Survey.

6. Regional Accessibility Strategy for Paratransit Service

No staff work activity during the reporting period. Consultant invoices were paid during the reporting period and a description of work completed may be found in the consultant's progress report included with the invoice.

End-of-year-recap

During FY 2016, staff procured consultant services and managed the resulting contract to complete the report, Medicaid Transportation Study of Policy and Practices in the Metropolitan Washington Region. The report covers a review of Federal regulations for brokerages for Non-Emergency Medical Transportation, an inventory and discussion of regional Medicaid transportation services, an

assessment of the current demand for medical transportation, a cost and capacity analysis, and a summary of findings and recommendations.

7. CONTINUOUS AIRPORT SYSTEM PLANNING (CASP) PROGRAM

A. CASP 27

1. 2015 Air Passenger Survey

Staff prepared an interim data file for transmittal to the airports and began preparations for the survey geocoding.

End-of-year-recap

During FY 2016, staff procured a survey contractor through the COG competitive bid process. Staff finalized the survey questionnaire; the contractor printed the survey and created the on-line instrument. Staff obtained flight schedule data for the survey period (October) directly from the Official Airlines Guide and developed the survey sample. Staff prepared flight record sheets for the survey sample and organized all printed materials into individual flight survey packets sorted by flight date and time, by airport (with the assistance of temporary staff). Staff worked with management at all three airports to provide briefings on planned survey activities to the airline station managers and airport tenants, to obtain badges for staff to access the secure areas (terminals) during the survey, and to secure temporary field offices during the survey period. Staff delivered all survey materials to the field offices and provided training materials and briefings to the survey contractor immediately prior to field work. Staff and the contractor conducted the main survey at the airports during October. Staff conducted periodic audits of completed survey packets, and struck the field offices upon completion of the survey. The contractor keypunched all completed survey questionnaires and developed the digital survey file. Staff performed error checking and logic checks on the survey file, tabulated and analyzed the results, and completed the General Findings Report in May, presenting it to the Aviation Technical Subcommittee.

2. Air Cargo Element Update

Staff began responding to comments on the draft Air Cargo report.

End-of-year-recap

During FY 2016, staff completed the draft Air Cargo report and presented it to the Aviation Technical Subcommittee. Specific tasks completed included; updated inventory of all regional air cargo facilities, air cargo supply analysis, literature review of peer air cargo plans, review of forecasted air cargo demand regionally, nationally, and globally, analysis of current and forecast air cargo ground access issues at regional airports, and review and coordination of draft document with Regional Freight Plan.

4. Ground Access Travel Time Study

Staff responded to comments on the draft report.

End-of-year-recap

During FY 2016 staff completed the draft ground access travel time study report and presented the findings to the Aviation Technical Subcommittee, Travel Forecasting Subcommittee, and MOITS. Specific tasks completed included: development of airport ground access network files in GIS and conflation with VPP TMC segmentation, review of network and airport O-D pairs with Subcommittee, analysis of one year's worth of VPP data for the network, including average speed and travel time, creation of charts, tables and maps showing analysis results, including comparisons to the previous ground access travel time study, and writing the draft report.

8. SERVICES/SPECIAL PROJECTS

No staff work activity during the reporting period.

**FY 2016 TRANSPORTATION PLANNING BOARD
COG/TPB BUDGET EXPENDITURE SUMMARY**

June 30, 2016

	BUDGET TOTAL	FUNDS EXPENDED	% FUNDS EXPENDED
1. PLAN SUPPORT			
A. Unified Planning Work Program (UPWP)	73,550.00	56,127.63	76%
B. Transp Improvement Program (TIP)	225,300.00	144,526.60	64%
C. Constrained Long-Range Plan	625,885.00	579,821.00	93%
D. Financial Plan	65,550.00	54,390.97	83%
E. Public Participation	491,060.00	479,148.50	98%
F. Performance-Based Planning for CLRP/TIP	100,000.00	69,113.10	69%
G. Annual Report	83,350.00	82,864.13	99%
H. Transportation/Land Use Connection Program	434,900.00	405,822.74	93%
I. DTP Management	733,771.00	469,384.59	64%
SUBTOTAL	2,833,366.00	2,341,199.26	83%
2. COORDINATION PLANNING			
A. Congestion Management Process (CMP)	213,150.00	185,541.27	87%
B. Management, Operations, & ITS Planning	429,050.00	353,193.00	82%
C. Emergency Preparedness Planning	78,400.00	67,974.36	87%
D. Transportation Safety Planning	130,100.00	103,533.26	80%
E. Bicycle and Pedestrian Planning	126,250.00	125,183.16	99%
F. Regional Public Transportation Planning	230,600.00	108,550.63	47%
G. Human Service Transportation Coordination	142,700.00	141,504.08	99%
H. Freight Planning	156,050.00	140,978.26	90%
I. MATOC Program Planning Support	124,850.00	106,900.79	86%
SUBTOTAL	1,631,150.00	1,333,358.82	82%
3. FORECASTING APPLICATIONS			
A. Air Quality Conformity	590,500.00	560,609.21	95%
B. Mobile Emissions Analysis	714,500.00	679,130.17	95%
C. Regional Studies	587,200.00	603,372.95	103%
D. Coord Coop Forecasting & Transp Planning	839,400.00	771,200.76	92%
SUBTOTAL	2,731,600.00	2,614,313.09	96%
4. DEVELOPMENT OF NETWORKS AND MODELS			
A. Network Development	800,800.00	745,228.74	93%
B. GIS Technical Support	571,000.00	469,482.56	82%
C. Models Development	1,214,500.00	1,153,696.24	95%
D. Software Support	186,200.00	181,063.84	97%
SUBTOTAL	2,772,500.00	2,549,471.38	92%
5. TRAVEL MONITORING			
A. Cordon Counts	261,000.00	135,871.27	52%
B. Congestion Monitoring and Analysis	389,100.00	307,214.50	79%
C. Travel Surveys and Analysis Household Travel Survey	459,800.00	97,325.07	21%
D. Regional Transportation Data Clearinghouse	330,700.00	211,371.90	64%
SUBTOTAL	1,440,600.00	751,782.75	52%
SUBTOTAL CORE PROGRAM ITEMS 1-5	11,409,216.00	9,590,125.30	84%
6. TECHNICAL ASSISTANCE			
A. District of Columbia	260,000.00	241,576.08	93%
B. Maryland	365,500.00	293,062.00	80%
C. Virginia	419,899.00	377,563.77	90%
D. WMATA	224,820.00	212,890.59	95%
SUBTOTAL	1,270,219.00	1,125,092.46	89%
TPB GRAND TOTAL	12,679,435.00	10,715,217.74	85%

**FY 2016 TRANSPORTATION PLANNING BOARD
FINANCIAL STATUS OF TECHNICAL ASSISTANCE**

June 30, 2016
SUPPLEMENT I

	TOTAL AUTHORIZED BUDGET	TOTAL EXPENDITURES	FTA/STA/LOC AUTHORIZED BUDGET	FTA EXPENDITURES	PL FUNDS/LOC AUTHORIZED BUDGET	FHWA EXPENDITURES
A. District of Columbia						
1. Data Request & Misc SVCS	10,000.00	8,097.93	1,350.04	1,093.25	8,649.96	7,004.68
2. DDOT HPMS	235,000.00	219,330.76	31,725.90	29,610.50	203,274.10	189,720.26
3. DDOT Data Transfer	0.00	0.00	0.00	0.00	0.00	0.00
4. DC MSWG Support	15,000.00	14,147.40	2,025.06	1,909.95	12,974.94	12,237.45
5. Data Transferal for CLRP & TIP	0.00	0.00	0.00	0.00	0.00	0.00
6. Other Tasks to be defined	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL	260,000.00	241,576.08	35,101.00	32,613.70	224,899.00	208,962.38
B. Maryland						
1. MD Program Development	18,000.00	11,056.71	1,728.05	1,061.47	16,271.95	9,995.24
2. Project Planning Studies	55,000.00	52,908.18	5,280.15	5,079.33	49,719.85	47,828.85
3. Feasibility / Special Studies	15,000.00	0.00	1,440.04	0.00	13,559.96	0.00
4. Transportation Performance Measures	100,000.00	65,252.27	9,600.27	6,264.40	90,399.73	58,987.88
5. Training Misc. Tech Support	2,500.00	231.14	240.01	22.19	2,259.99	208.95
6. Statewide Transp/ Model Support	0.00	0.00	0.00	0.00	0.00	0.00
7. Trnsnp. Landuse Connections	160,000.00	149,466.30	15,360.44	14,349.17	144,639.56	135,117.13
8. Human Service Trnsnp. Study	0.00	0.00	0.00	0.00	0.00	0.00
9. MSWG Support	15,000.00	14,147.40	1,440.04	1,358.19	13,559.96	12,789.21
10. Other Tasks to be defined	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL	365,500.00	293,062.00	35,089.00	28,134.75	330,411.00	264,927.25
C. Virginia						
1. VA Data Documentation	25,000.00	24,527.47	2,760.01	2,707.84	22,239.99	21,819.63
2. FY16 Travel Monitoring	270,000.00	239,531.13	29,808.10	26,444.32	240,191.90	213,086.80
3. FY16 Travel Demand Modeling	10,000.00	6,131.16	1,104.00	676.88	8,896.00	5,454.28
4. FY16 Regional Sub Region Study	99,899.00	93,226.61	11,028.89	10,292.25	88,870.11	82,934.35
5. MSWG Support	15,000.00	14,147.40	1,656.01	1,561.88	13,343.99	12,585.52
6. Other Tasks to be defined	0.00	0.00	0.00	0.00	0.00	0.00
7. Other Tasks to be defined	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL	419,899.00	377,563.77	46,357.00	41,683.18	373,542.00	335,880.59
D. WMATA						
1. WMATA Program Development	5,000.00	3,434.49	5,000.00	3,434.49	0.00	0.00
2. Misc. Services	4,499.00	925.15	4,499.00	925.15	0.00	0.00
3. MSWG Support	5,000.00	4,715.81	5,000.00	4,715.81	0.00	0.00
4. Model Development for Transit	90,121.00	89,555.47	90,121.00	89,555.47	0.00	0.00
5. 2015 Metrobus/Metro rail Survey	24,100.00	20,002.53	24,100.00	20,002.53	0.00	0.00
6. Paratransit Study	96,100.00	94,257.14	96,100.00	94,257.14	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
#N/A						
SUBTOTAL	224,820.00	212,890.59	224,820.00	212,890.59	0.00	0.00
GRAND TOTAL	1,270,219.00	1,125,092.44	341,367.00	315,322.22	928,852.00	809,770.22