



MEMORANDUM

TO: Transportation Planning Board
FROM: Lyn Erickson, TPB Plan Development and Coordination Program Director
SUBJECT: 2018 Long Range Transportation Plan (LRTP) Quadrennial Update
DATE: May 11, 2017

The purpose of this memo is to outline key elements of and the schedule for the quadrennial update of the 2018 Long-Range Transportation Plan. The plan identifies how the region intends to invest in the transportation system. Federal law requires the plan, “include both long-range and short-range program strategies/actions that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods.” Federal law also requires that each MPO develop this plan every four years in a non-attainment area. The last official update to the long range plan was approved by the TPB on October 15, 2014. The new plan must be approved no later than October 17, 2018 in order to meet the federal deadline.

Activities have already begun to meet this objective. The plan is organized into several different “elements”: Stakeholder and Public Outreach Element; Financial Element; Constrained Element; and Unconstrained Element. This memo describes each element that is under development and the schedule for completion. There will be other additional elements added as this process moves forward. A summary schedule is included as an attachment at the end of this memo.

STAKEHOLDER AND PUBLIC OUTREACH ELEMENT

January - August 2017

Purpose

Prior to the release of the Call for Projects in the Fall, TPB staff, in partnership with the member agencies, will conduct public outreach to 1) get feedback on regional challenges and opportunities, and 2) sharpen the TPB’s articulation of its policies and objectives so that TPB members have a basis for discussing and approving the 2018 Long-Range Transportation Plan.

Objectives

- Solicit feedback about general opinions about transportation – how it is serving people personally and how they feel it is serving the region.
- Inform the public and stakeholders about:
 - Regional policies (particularly the Regional Transportation Priorities Plan or RTPPP).
 - Anticipated changes in the region, including land-use forecasts (jobs and population), forecasts for transportation funding, and the impacts of technology.
 - Planned transportation projects— those that are funded (in the 2016 CLRP) and those that are not funded (All-Build inventory, which includes more than 500 projects that are included in the approved plans of the TPB’s members).

Activities and Milestones

TPB staff is currently in the preparation phase. TPB staff have decided to conduct an online public opinion survey. The survey will use the MetroQuest online public engagement software. It will be conducted as both an open (public) survey for anyone to take and as a controlled survey in which participants will be randomly selected to reflect a representative sampling of the region's residents. Staff will also solicit feedback from representatives of the state DOTs, WMATA, and other stakeholders to ensure we are soliciting information that will be useful to our partners.

In the fall/winter of 2017, staff has tentatively planned to conduct a series of public meetings and/or focus groups to further explore issues and opportunities that were identified in the survey.

Product

A summary report of the survey will be drafted by October 2017. This report will perform a number of functions related to the 2018 Long-Range Transportation Plan, including: 1) inform the content of the Call for Projects, which will be issued in the fall of 2017, 2) inform public meetings and/or focus groups, which will be conducted in fall/winter of 2017, and 3) provide content for the chapter on public outreach that will be included in the final plan document.

FINANCIAL ELEMENT

February – October 2017

Purpose

The financial plan gathers and synthesizes information on revenues and expenditures. These forecasts provide the basis for the long-range plan's financial constraint, a requirement of federal law.

Objectives

- Identify revenues
- Identify anticipated expenditures
- Identify funding for additional expenditures or anticipated shortfalls
- Provide a reconciliation of revenues and expenditures

Activities and Milestones

The financial plan committee will meet on a monthly basis. TPB staff will work individually with each agency to ensure compliance in a timely manner.

Product

A financial plan will be developed that is a free-standing document and will also be an element to be integrated into the final plan document. The draft report will be available to participants by the end of September 2017.

CONSTRAINED ELEMENT

October 2017 – October 2018

Purpose

This element of the plan will meet federal requirements as the CLRP did in the past. The identification of a financially constrained list of projects will continue to provide a true articulation of the priority projects of the TPB's member jurisdictions. The summary schedule can be found on page 6 of this memo.

Objectives

- Develop a list of projects that are anticipated to be funded over the life of the plan.
- Conduct air quality analysis to ensure conformity.
- Conduct focused public involvement activities, including two public comment periods: 1) on project submissions, and 2) on the final plan, including the financially constrained component. This outreach will occur in addition to the outreach identified in the public outreach element.
- Approve a final plan that includes a constrained element that meets all federal requirements.

Activities and Milestones

The milestones and deadlines will be comparable to past CLRP updates. See attached schedule on page 6:

- Release Call for Funded Projects (*October 2017*)
- Submission deadline for funded projects (*November 2017*)
- Public comment period on project submissions (*December 2017 - January 2018*)
- TPB approval of project submissions (*January 2018*)
- Staff conducts conformity analysis (*January - August 2018*)
- Staff develops performance analysis (*Summer 2018*)
- Public comment period on plan and conformity (*September - October 2018*)
- TPB approves final plan, TIP, and conformity (*October 2018*)

UNCONSTRAINED ELEMENT

February 2015 – December 2016

Purpose

In 2015 and 2016, the TPB compiled and analyzed a master list of projects that provided baseline information about the region's unfunded capital needs.

Objectives

- Compiled an inventory of transportation projects that are included in approved plans of the TPB's member jurisdictions, but are not anticipated to be funded.
- Analyzed the regional system impacts of the unfunded inventory, known as the All-Build Scenario. This analysis was compared with a No-Build Scenario and a Planned Build (CLRP) Scenario.

Activities and Milestones

Staff compiled the inventory, which became known as the All-Build Scenario, in 2015 and analyzed it in 2016. Beginning in September 2015, this work was guided by the TPB's Unfunded Capital Needs Working Group, and will now be overseen by the Long-Range Plan Task Force. Staff presented the All-Build analysis in September 2016. The TPB accepted a final report on the analysis in December 2016.

The TPB's Long-Range Plan Task Force is currently working to identify approximately 6-10 projects, policies or programs that make significantly better progress towards achieving the goals laid out in the TPB and COG's governing documents. The end product will be a limited set of multimodal initiatives of projects, programs and policies that we hope will provide improved regional system performance beyond what the current plan can do. The results of the task force's work may be integrated into the final version of the 2018 Long-Range Plan.

Product

A report titled “From No-Build to All-Build: Analyzing a Continuum of Transportation Scenarios Including Unfunded Capital Needs.” The report will provide core content for the unfunded element of the 2018 long range transportation plan.

LONG-RANGE PLAN – OVERALL COMMUNICATION AND FINAL PRODUCT

January 2017 – October 2018

Purpose

As a process and a final document, the plan will be commonly understood to represent a synthesis of the region’s transportation goals and an articulation of the realities the region faces.

Objectives

- Ensure all the previously described pieces of the planning process are coordinated.
- Develop a compelling title and graphic branding (and any other overarching identifiers) to unify all planning activities.
- Provide interesting, useful and attractive information to develop a common understanding of challenges and opportunities, agreed-upon strategies, and approved projects.

Activities and Milestones

- Agree upon a title and necessary branding
- Develop website and other communications tools
- Develop publications at key intervals and final plan document

Products: Website; Plan document

SUPPLEMENTAL DATA

These attachments are included in the following pages:

- Schedule for Developing the 2018 Quadrennial Update of the TPB’s Long-Range Transportation Plan
- Conformity Schedule for the Constrained Element of the Plan

Schedule for Developing the 2018 Quadrennial Update of the TPB's Long-Range Transportation Plan

	2016				2017				2018			
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
I. Unfunded Capital Needs – Scenario Analysis												
• Compile the AB Build Inventory (2015)												
• Analyze the All-Build and No-Build Scenarios												
• Report: Present the scenario report for Board acceptance												
II. Stakeholder and Public Outreach												
• Public Opinion Survey												
• Public Meetings and Focus Groups												
III. Financial Plan												
• Identify revenue projections												
• Identify anticipated expenditures												
• Identify funding for additional expenditures or anticipated shortfalls												
• Provide a reconciliation of revenues and expenditures												
IV. Constrained Element of the LRP												
• Call for Funded Projects – October 2017												
• Submission deadline for funded projects – November 2017												
• Public comment period on project submissions – December - January 2018												
• TPB approval of project submissions – January 2018												
• Staff conducts conformity analysis – January -August 2018												
• Staff develops performance analysis – Summer 2018												
• Public comment period on plan and conformity – September-Oct 2018												
• TPB approves final plan, TIP, and conformity – October 2018												
V. Communication												
• Agree upon a title and necessary branding												
• Develop website and other communications tools												
• Develop publications at key intervals												

SCHEDULE FOR DEVELOPMENT & ADOPTION

of the 2018 Long Range Transportation Plan (LRTP) & FY 2019-2024 Transportation Improvement Program (TIP)

2017	September 20*	TPB is briefed on the draft Call for Funded Projects document.
	October 18*	TPB releases final Call for Funded Projects. Transportation agencies begin submitting project information through online database.
	November 10	DEADLINE: Transportation agencies complete online submission of draft project inputs.
	December 1	Technical Committee reviews draft LRTP & TIP project submissions and draft Scope of Work for the Air Quality Conformity Analysis.
	December 14	LRTP & TIP project submissions and draft Scope of Work released for 30-day comment period.
	December 20*	TPB is briefed on project submissions and draft Scope of Work.
2018	January (TBD)	TPB staff briefs Metropolitan Washington Air Quality Committee Technical Advisory Committee (MWAQC TAC) on submissions and Scope of Work.
	January 13	Comment period ends.
	January 17*	TPB reviews comments and is asked to approve project submissions and draft Scope of Work.
	March 2	DEADLINE: Transportation agencies finalize LRTP forms (including Congestion Management Documentation forms where needed) and inputs to the FY 2019-2024 TIP. Submissions must not impact conformity inputs. Note that the deadline for changes affecting conformity inputs was December 14, 2017.
	May 10	Public Forum on the development of the FY 2019-2024 TIP.
	September 7	Technical Committee reviews draft LRTP & TIP and Conformity Analysis.
	September 13	Draft LRTP, TIP and Conformity Analysis are released for 30-day comment period at Citizens Advisory Committee (CAC) meeting. LRTP Performance Analysis published.
	September 19*	TPB is briefed on the draft LRTP & TIP and Conformity Analysis.
	October (TBD)	TPB staff briefs MWAQC TAC on the draft LRTP & TIP and Conformity Analysis.
	October 13	Comment period ends.
October 17*	TPB reviews comments and responses to comments, and is presented with the draft LRTP & TIP and Conformity Analysis for adoption.	

* Regularly scheduled TPB meeting.