

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

Date: March 20, 2013
Time: 12 noon
Place: COG Board Room

AGENDA (BEGINS PROMPTLY AT NOON)

- 12 noon 1. **Public Comment on TPB Procedures and Activities**
.....Chairman York
- Interested members of the public will be given the opportunity to make brief comments on transportation issues under consideration by the TPB. Each speaker will be allowed up to three minutes to present his or her views. Board members will have an opportunity to ask questions of the speakers, and to engage in limited discussion. Speakers are asked to bring written copies of their remarks (65 copies) for distribution at the meeting.
- 12:20 pm 2. **Approval of Minutes of February 20 Meeting**
.....Chairman York
- 12:25 pm 3. **Report of Technical Committee**
..... Ms. Erickson
Chair, Technical Committee
- 12:30 pm 4. **Report of the Citizen Advisory Committee**
.....Mr. Still
Chair, Citizens Advisory Committee
- 12:40 pm 5. **Report of Steering Committee**
..... Mr. Kirby
Director, Department of
Transportation Planning (DTP)
- 12:45 pm 6. **Chair's Remarks**
.....Chairman York

Alternative formats of this agenda and all other meeting materials are available upon request. Email: accommodations@mwcoq.org Phone: 202-962-3300 or 202-962-3213 (TDD). Please allow seven working days for preparation of the material. Electronic versions are available at www.mwcoq.org.

ACTION ITEMS

- 12:50 pm 7. **Approval of Amendment to the Additional Air Quality Conformity Analysis Conducted to Respond to the EPA Redesignation of the Washington Region under the 2008 Ozone National Ambient Air Quality Standards (NAAQS)**
..... Ms. Posey
At the February 20th meeting, notice was provided on an amendment to the recent 2015 forecast year air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP which was conducted to satisfy the redesignation requirements of the EPA 2008 Ozone National Ambient Air Quality Standards (NAAQS). After the TPB approved this new air quality conformity analysis on December 19, 2012, the EPA found adequate new mobile budgets on February 7, 2013, requiring their immediate use in air quality conformity analyses. Because this adequacy finding occurred prior to USDOT's approval of the recent conformity analysis, this analysis must be amended to show that mobile emissions in the 2012 CLRP and FY2013-2018 TIP are below the new EPA approved mobile budgets.
- Action:** Adopt Resolution R11-2013 to approve an amendment to the recent 2015 forecast year air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP which was conducted to satisfy the redesignation requirements of the EPA 2008 Ozone NAAQS.
- 12:55 pm 8. **Approval of Amendments to the FY 2013 Unified Planning Work Program (UPWP), and Approval of FY 2013 UPWP Carryover Funding to FY 2014**
..... Mr. Kirby
Certain projects and budgets in the current FY 2013 UPWP have been identified to be carried over to FY 2014. The Board will be briefed on the enclosed amendments to the FY 2013 UPWP and associated FY 2013 carryover funding to FY 2014.
- Action:** Adopt Resolutions R12-2013 and R13-2013 to approve the amendments to the FY 2013 UPWP and the FY 2013 carryover funding to FY 2014.
- 1:00 pm 9. **Approval of FY 2014 Unified Planning Work Program (UPWP)**
..... Mr. Kirby
The Board will be briefed on the enclosed final version of the FY 2014 UPWP. The document was recommended for approval by the TPB Technical Committee on March 1. The draft FY 2014 UPWP was released for public comment on February 14.
- Action:** Adopt Resolution R14-2013 to approve the final FY 2014 UPWP.
- 1:05 pm 10. **Approval of FY 2014 Commuter Connections Work Program (CCWP)**
..... Mr. Ramfos, DTP
The Board will be briefed on the enclosed final version of the FY 2014 CCWP. The document was recommended for approval by the TPB Technical Committee on March 1. The draft FY 2014 CCWP was released for public comment on February 14.
- Action:** Adopt Resolution R15-2013 to approve the final FY 2014 CCWP.

1:10 pm 11. **Approval of Request for the Metropolitan Washington Council of Governments(COG), as the Administrative Agent for the TPB, to Become the Designated Recipient for the New Section 5310 Enhanced Mobility Program under MAP-21 in the Washington Region**
Ms. Klancher, DTP
 FTA interim guidance on MAP-21 requires that MPOs initiate discussions on the designated recipient for the new Section 5310 program. At the February 20th meeting, the Board was briefed on discussions with the District of Columbia Department of Transportation (DDOT), the Maryland Transit Administration (MTA), and the Virginia Department of Rail and Public Transportation (DRPT) on the designation of a recipient to establish the new program in the Washington Region. The Board will be asked to authorize the TPB chairman to submit a formal request to the governors and the mayor that COG, as the administrative agent for the TPB, be designated as the recipient to administer the new Section 5310 program under MAP-21.

Action: Adopt Resolution R16-2013 to authorize the TPB chairman to submit a formal request to the governors and the mayor that COG, as the administrative agent for the TPB, be designated as the recipient to administer new Section 5310 projects.

INFORMATION ITEMS

1:15 pm 12. **Update on the Metropolitan Area Transportation Operations Coordination (MATOC) Program**
 Mr. Jacobs
 University of Maryland
 MATOC is a joint program of DDOT, MDOT/SHA, VDOT, and WMATA to promote real-time interagency information sharing and coordination. The Board will be briefed on the key role MATOC has in the region's transportation operations, including actions taken during the Presidential Inauguration and Super Storm Sandy, and its associated "data fusion engine", the Regional Integrated Transportation Information System (RITIS).

1:25pm 13. **Briefing on the COG Cooperative Forecasting Process**
Paul DesJardin,
 Department of Community Planning & Services
 Bob Griffiths, DTP
 The Board will be briefed on how the COG Cooperative Forecasting Process develops population, household and employment forecasts for use in the regional transportation planning process, including key features of the recently-developed Round 8.2 forecasts.

1:40 pm 14. **Briefing on Household Travel Characteristics and Behavior in Seven Focused Geographic Subareas of the Region**
Mr. Griffiths, DTP
 In the spring of 2012, 2,700 households in seven focused geographic subareas of the region were surveyed to obtain demographic information and travel characteristics of the residents of these subareas. The seven focused subareas surveyed were: (1) the NY Ave NE Corridor in the District of Columbia, (2) the Friendship Heights Metrorail station area in the District and Montgomery County, (3) the East & West Falls Church Metrorail station areas in Falls Church, Arlington County and Fairfax County, (4) the Beauregard Corridor in the City of Alexandria, (5) the National Harbor/Oxon Hill area of Prince George's County, (6) the Dulles North area in Loudoun

County and (7) the St. Charles urbanized area in Charles County. The Board will be briefed on the results from these focused household travel surveys.

1:55 pm 15. **Other Business**

2:00 pm 16. **Adjourn**

2 hours

Lunch will be available for Board members and alternates at 11:30 am

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

777 North Capitol Street, NE
Washington, D.C. 20002-4226
(202) 962-3200

**MINUTES OF THE
TRANSPORTATION PLANNING BOARD**

February 20, 2013

Members and Alternates Present

Monica Backmon, Prince William County
Bob Brown, Loudoun County
Marc Elrich, Montgomery County
Emad Elshafei, City of Rockville
Lyn Erickson, MDOT
Jason Groth, Charles County
Rene'e Hamilton, VDOT
Cathy Hudgins, Fairfax County Board of Supervisors
Sandra Jackson, FHWA
John D. Jenkins, Prince William County
Emmet V. Jordan, City of Greenbelt
Shyam Kannan, WMATA
Carol Krimm, City of Frederick
Bill Lebegern, MWAA
Tim Lovain, City of Alexandria
Phil Mendelson, DC Council
Bridget D. Newton, City of Rockville
Mark Rawlings, DC-DOT
Paul Smith, Frederick County
Linda Smyth, Fairfax County Board of Supervisors
David Snyder, City of Falls Church
Kanathur Srikanth, VDOT
Harriet Tregoning, DC Office of Planning
Jonathan Way, Manassas City
Robert Werth, Private Providers Task Force
Victor Weissberg, Prince George's County
Patrick Wojahn, City of College Park
Scott York, Loudoun County
Sam Zimbabwe, DDOT

MWCOG Staff and Others Present

Ron Kirby
Gerald Miller
Robert Griffiths
Nicholas Ramfos
Andrew Meese
Jane Posey
Andrew Austin
Wendy Klancher
John Swanson
Daivamani Sivasailam
Mark Moran
William Bacon
Dusan Vuksan
Deborah Kerson Bilek
Sarah Crawford
Ben Hampton
Dan Sonenklar
Jonathan Rogers
Debbie Leigh
Deborah Etheridge
Chuck Bean COG/EO
Lewis Miller COG/OPA
Joan Rohlfs COG/DEP
Paul DesJardin COG/DCPS
Betsy Self COG/DPSH
Stuart Freudberg COG/DEP
Jeff King COG/DEP
Bill Orleans HACK
Randy Carroll MDE
Judi Gold Councilmember Bowser's Office
Tina Slater CAC Action Committee for Transit
Stewart Schwartz Coalition for Smarter Growth
Patrick Durany Prince William County
Jamie Coughlin WMAL
Tom Fahrney VDOT
Christine Green Greater Washington Region Safe Routes to School Network
Alexis Verzosa City of Fairfax
Wendy Duren Arlington County Commuter Services
Calvin Lam Fairfax County DOT
Katrina Tucker Tri-County Council for Southern Maryland
Pierre Holloman City of Alexandria
Famarz Mokhtari Prince George's County/MNCPPC
Nick Alexandrow PRTC

Joshua Cunningham
Crispus Garden
Mark Scheufler

FHWA-DC
DC

1. Public Comment on TPB Procedures and Activities

Mr. Schefer of the Washington Airports Task Force spoke in favor of the inclusion of all proposed transportation improvements in the air quality conformity analysis for the FY 2013-2018 TIP and 2013 CLRP. He stressed the need to test both the proposed alternatives for access to Washington Dulles International Airport, citing the importance of the airport access related to economic development opportunities.

Mr. Meurlin of the Washington Airports Task Force and Loudoun County Economic Development Commission spoke in favor of the inclusion in the TPB's air quality conformity analysis of both VDOT proposed alternatives to connect the Tri-County Parkway to the Dulles Loop. He said maintaining access to Dulles Airport is critical for passenger and freight movement.

Mr. Buchanan of the 2030 Group endorsed the previous speakers' comments and said the Washington Region should have great access to the three regional airports. He said it is important to maintain the region's transportation infrastructure so the workforce can effectively get from home to work.

Mr. Schwartz of the Coalition for Smarter Growth said he is concerned with a number of VDOT's proposed amendments to the 2013 CLRP. He said he thinks there needs to be an improved public process for many of these projects. He said there is a pattern of increasingly costly highway expansion and incremental widening. He said he is concerned that the large-scale projects, many proposed without any independent review, are diverting revenues from more important regional needs. He urged the TPB to reject the Dulles Airport Connector Road portion of the CLRP.

2. Approval of Minutes of January 23 TPB Meeting

Ms. Smyth made a motion to approve the minutes of the January 23 TPB Meeting. Mr. Zimbabwe seconded the motion, which passed unanimously.

3. Report of the Technical Committee

Ms. Erickson said the Technical Committee met on February 1 and discussed several items on the TPB's agenda: the 2013 CLRP project list and scope of work for the air quality conformity analysis; the staff proposals for the MAP-21 5310 Enhanced Mobility Program and Transportation Alternatives Program; MAP-21 performance-based planning requirements; the

draft FY 2014 Unified Planning Work Program; and the draft FY 2014 Commuter Connections Work Program. She said the committee also received briefings on the Complete Streets Workshop, upcoming Green Streets activities, the development of a user-friendly TIP brochure, and TPB staff participation in the recent Transportation Research Board (TRB) conference.

4. Report of the Citizens Advisory Committee

Mr. Kirby said the Citizens Advisory Committee (CAC) did not hold a meeting in February, but instead gathered for a celebration of the 20th anniversary of the CAC. He said the party, which was held at the Dubliner, had a good turnout, with many older and newer members attending. He said there was a write-up of the role of the CAC over the past 20 years in the TPB Weekly Report on February 19. He asked staff to provide an overview of the upcoming TPB Community Leadership Institute (CLI).

Ms. Bilek said the eleventh installment of the CLI will be held on Thursday, April 25, Tuesday, April 30, and Saturday, May 4. She said the CLI is an educational program for citizen leaders from around the region and that it encourages participants to get involved in transportation-related decision-making at all levels. She said the CLI will be facilitated by Kathy Porter, former TPB Chair and mayor of Takoma Park and currently serving on the WMATA Board of Directors. She asked TPB members to circulate information about the upcoming CLI to members of their communities who may be interested in becoming more involved. She said all interested candidates need to submit a brief statement of interest by March 31.

5. Report of the Steering Committee

Mr. Kirby said the Steering Committee met on February 1 and acted on two resolutions requested by the Maryland Department of Transportation to amend the FY 2013-2018 Transportation Improvement Program (TIP). He reviewed the contents of the letters packet, which included several items addressing gasoline taxes. He summarized a memorandum addressing three topics Mr. Mendelson asked to be considered on future TPB agendas, including the Metropolitan Area Transportation Operations Coordination (MATOC) Program, traffic signal timing throughout the region, and the Next Bus electronic service.

Mr. Kannan said there is Next Bus, Inc., which provides information feeds nationwide, and Next Bus DC, which is an app provider that takes the information and provides it to the public. He said Next Bus DC is in the midst of a legal dispute, in which Metro is not involved. He added that Metro is not a software provider, so cannot continue provision of that service. He said the data is still available to users by visiting Metro's homepage or by using other apps.

Mr. Kirby continued his review of the letters packet by noting the memorandum on the Bus on Shoulder Task Force meeting in January. He provided a summary of the TPB's response to the comments received from the Citizens Advisory Committee about the Regional Transportation Priorities Plan. He said an additional handout was just distributed outlining the comments of the

TPB Access for All (AFA) Advisory Committee on the 2013 CLRP.

Mr. Wojahn said the AFA Committee met on January 31 and received a presentation on the 2013 CLRP, about which it had several comments. He said the AFA Committee expressed some concern that despite the significant transit needs in the region, none of the draft 2013 CLRP projects are transit projects. He said the AFA Committee also stressed the importance of making accessibility improvements when all projects are designed and built to ensure that all transportation projects are fully accessible to people with disabilities, people with limited incomes, and people with limited English-speaking proficiency. He said the AFA Committee applauds the efforts to develop guidance for Complete Streets. He added that the AFA Committee expressed concern about Metro Access fares and stricter eligibility requirements, and would like to see a simpler fare structure.

Ms. Tregoning asked if the last communication made to the TPB on the Regional Transportation Priorities Plan was in July 2012.

Mr. Kirby said that the last report to the TPB was in July 2012, and that the CAC had been briefed twice at subsequent meetings, in November 2012 and in January 2013.

Ms. Tregoning asked if Mr. Kirby could give a sense of what trajectory the project is on and when the TPB will get the opportunity to review it again.

Mr. Kirby said that the TPB heard in July about the citizen forum conducted in June on the study. He said the plan was to do another round of outreach using a web-based process to reach 600 citizens. He said staff is still working on that, but had to defer the task from fall 2012 to spring 2013 for two major reasons: the fall timing was not ideal given the presidential election; and the ideal software, MetroQuest, took time to get under contract and develop materials.

Ms. Tregoning asked when Mr. Kirby expects to provide a draft interim or final report.

Mr. Kirby said the first task will be to report on the web-based survey, which he anticipates will occur in May. He added that it might be prudent to reconvene the task force to get its input on results of that survey. He said that he thinks the TPB will see a draft report on the first phase of the work in July.

Mr. Mendelson said he appreciated the memorandum on the three issues he raised at the January TPB meeting. He said that he had asked that those items be addressed as presentations to the TPB, not in a memorandum. He said he clarified that his request regarding WMATA not merely address Next Bus, but also include a general report on other technologies and efforts of WMATA to encourage bus ridership. He said he believes a presentation on MATOC would be helpful for the TPB so that it may understand the impact of the program, which was envisioned 12 years ago, and have the opportunity to ask questions about it. He said those items ought to be presentations and that he reiterates his request for those items to be placed on the TPB's agenda in the coming months. He also referred to traffic signal synchronization, which he recalls was a TERM to help achieve air quality conformity in the past. He said the summary in the

memorandum is inadequate and that the TPB ought to have a presentation, with the ability to ask questions and have discussion.

Chair York said he intended to hold his comments for the Chair's Remarks, but said they are appropriate under this discussion. He said his concern is that staff presentations take a lot of time away from the ability for the TPB to discuss many of the important items. He said he has asked staff to try to do a better job highlighting the key points of the items for which members have detailed information and are responsible to read and come prepared to the meetings. He said this will leave sufficient time to discuss the information. He said he will work with Mr. Kirby to try to accommodate Mr. Mendelson's requests, hopefully at the next meeting.

Mr. Mendelson said he recognizes that scheduling can be difficult, so if the TPB hears one item a month for the next three months, that is fine. He reiterated the importance of the MATOC Program and said it is imperative that the TPB be given the opportunity to discern if it is as robust as it was envisioned to be. He added that it is important to have a coordinated, efficient transportation system which includes having public transit that works to its maximum.

Chair York said he understands and agrees, adding that he wants to be sure that when an agenda is set, the Board can actually have a complete discussion on items.

Ms. Hudgins said she is sure WMATA is anxious to comment, and added that she will send the TPB a memorandum from the General Manager regarding the Next Bus issue so that it is available for discussion.

Mr. Snyder said he supports Mr. Mendelson's comments and would very much like to hear substantive briefings on the three items in the future.

Mr. Kirby said he could include a briefing on MATOC at the March TPB meeting and that staff is ready to provide that information. He said that regarding traffic signal optimization, staff is currently conducting another round of data collection on what is happening with all of the agencies and recommends waiting a few months in order to present a complete picture. He said he will work with WMATA on an appropriate schedule for the bus ridership item.

Mr. Kirby reviewed one last item in the letters packet from the Florida Department of Transportation commending the TPB on its long-range plan documentation as being citizen-friendly with relation to four criteria: length; clarity; graphics; and vision.

6. Chair's Remarks

Chair York chose not to make any remarks during this item.

Mr. Kirby said that some of the materials for the agenda originally listed as Item 7 – Review of Comments Received and Approval of Project Submissions for the Air Quality Conformity Assessment for the 2013 Financially Constrained Long Range Transportation Plan (CLRP) and

the FY2013-2018 Transportation Improvement Program, and Item 8 – Approval of the Scope of Work for the Air Quality Conformity Assessment for the 2013 CLRP and the FY2013-2018 TIP were still being prepared by the copy center. He suggested that the TPB instead address items listed under 9 – Approval of an Amendment to the FY2013 Unified Planning Work Program (UPWP) to Facilitate the Implementation of the New Section 5310 Enhanced Mobility Program under MAP-21 in the Washington Region, and 10 – Approval of an Amendment to the FY2013 UPWP to Provide Support for the Implementation of the New Transportation Alternatives Program under MAP-21 in the Washington Region, and return to the agenda items originally listed under 7 and 8 once the materials were completed and ready for distribution.

ACTION ITEMS

9. Approval of an Amendment to the FY2013 Unified Planning Work Program (UPWP) to Facilitate the Implementation of the New Section 5310 Enhanced Mobility Program Under MAP-21 in the Washington Region.

Ms. Klancher said that the TPB is being asked to amend the current FY2013 UPWP to provide staff support to implement the Enhanced Mobility Program, which is a new program under MAP-21. She said that the TPB received a briefing on the program in December, and referred to a memo that was included in the mailout with additional information.

She provided some basic information on the Enhanced Mobility Program, and said that the region should expect to receive about \$2.6 million annually in federal funding through the program. She added that this funding requires a local match, and that FTA requires that the region name a designated recipient in order to qualify to receive any of the funding. She said that for the Metropolitan Washington Region, the governors of Maryland, Virginia, and DC need to jointly designate a recipient.

She summarized the process for naming a designated recipient thus far. She said that the TPB was briefed in December about a staff proposal to have a joint designated recipient arrangement between COG/TPB, the Maryland Transit Administration (MTA), the District Department of Transportation (DDOT), and the Virginia Department of Rail and Public Transportation (VDRPT). She said DRPT and MTA have since raised some concerns on administrative and logistical matters relating to a joint designated recipient arrangement, and that a case was made for COG/TPB to serve as the designated recipient for the region. She added that FTA has provided information that would allow COG/TPB to have some flexibility in some of the requirements for the program, which she said makes COG/TPB more comfortable with serving as the designated recipient for the region. She said that the Human Services Transportation Coordination Task Force also supports COG/TPB serving in this capacity.

She explained that the next step towards finalizing a designated recipient is that COG/TPB will host a meeting between DRPT, MTA, DDOT, and WMATA to finalize the recommendation, and that staff will ask the TPB in March to approve that COG/TPB serve as the designated recipient under this program, and to approve sending letters to the D.C. mayor, and the governors of

Maryland and Virginia, requesting that they make that designation as a way to get this information on file with FTA. She added that having a designated recipient on file with FTA is required before any Enhanced Mobility funds can be spent. She concluded by stating that, once the information is on file, TPB would hope to conduct a solicitation in early 2014. She added that a solicitation is currently underway for projects under the remaining funds under SAFETEA-LU for JARC and New Freedom, and referenced a brochure that was made available to the Board.

Mr. Weissberg asked for more information on the additional flexibility granted by FTA to the region.

Ms. Klancher replied that MAP-21 requires that at least 55 percent of the funds be spent on capital projects, such as the procurement of vehicles, but that FTA has said that other mobility management type projects, such as travel training and one-stop information centers, could also qualify for these funds.

Mr. Wojahn said that TPB staff has done a great job supporting the region and assembling a proposal for a designated recipient under the new Enhanced Mobility Program. He added that a lot of interest and support for this program was raised at the last Human Service Transportation Coordination Task Force meeting, and expressed his happiness to move forward with a program where COG/TPB will continue to have an important role.

Ms. Erickson thanked Ms. Klancher and TPB staff for working with MTA through the administrative challenges of this process, and expressed support for the proposed solution which will work for everyone. She made a motion to adopt Resolution R9-2013 to amend the FY2013 UPWP to facilitate and coordinate the implementation of the New Section 5310 Enhanced Mobility Program under MAP-21 in the Washington Region. The motion was seconded by Mr. Zimbabwe.

Mr. Lovain expressed support for COG/TPB to serve as the designated recipient, and referred to the successful track record of COG/TPB serving in this capacity under the SAFETEA-LU JARC and New Freedom programs.

Chair York called for a vote. The motion passed unanimously.

10. Approval of an Amendment to the FY2013 UPWP to Provide Support for the Implementation of the New Transportation Alternatives Program under MAP-21 in the Washington Region

Mr. Swanson, referring to a memo which was included in the mailout, summarized details about the new Transportation Alternatives Program (TAP), which was established by MAP-21 and combines three previous federal programs: the Transportation Enhancements Program, Safe Routes to School Program, and the Recreational Trails Program. He reminded the Board that they received a briefing on this program twice before, and pointed out that MAP-21 established a sub-allocation component for the TAP, which stipulates that a portion of the funding will be

provided for project selection by the TPB, as the federally designated metropolitan planning organization for the region. He explained the process for implementing the program, stating that a solicitation would be launched on March 1, and that each state would have its own process. Referring to the memo, he summarized the processes for Maryland, Virginia, and the District of Columbia. He added that a selection panel, which would be modeled after the panel used in the Transportation/Land-Use Connections program, would review all proposals and make final project recommendations for approval by the TPB. He also provided an overview of the selection criteria and of eligible recipients. He concluded by stating that the TPB is being asked to approve an amendment to the UPWP that would provide staff resources to conduct project selection as part of the TLC program item in the UPWP.

Mr. Wojahn asked if the selection panel would also include expert knowledge on issues relating to accessibility for people with disabilities.

Mr. Swanson replied that, although the panel has not yet been selected, it is important to make sure that the members on the panel possess a wide range of knowledge. He added that issues relating to the selection criteria should be covered in the range of expertise represented by the members of the panel.

Mr. Wojahn moved to adopt Resolution R10-2013 to amend the FY2013 UPWP to provide support for the implementation of the new Transportation Alternatives Program under MAP-21 in the Washington region.

Mr. Jordan seconded the motion, which passed unanimously.

7. Review of Comments Received and Approval of Project Submissions for the Air Quality Conformity Assessment for the 2013 Financially Constrained Long Range Transportation Plan (CLRP) and the FY2013-1018 Transportation Improvement Program (TIP)

Mr. Kirby, referring to two memoranda that were distributed to the TPB, reviewed the comments received on the project submissions to the CLRP, and the recommended responses to the comments received. He said that the TPB was briefed on the CLRP project submissions on January 23, and that the submissions were available for public comment for a 30-day period between January 17 and February 16. He said that over 450 comments were received, and that these comments could be grouped into three categories. He said that one comment was received on the need for increased funding for transportation projects in Prince George's County, 58 comments were received expressing support for the inclusion of projects in Northern Virginia, and were particularly supportive of the project that recommends improvements for access to Dulles Airport, and that 395 comments were received expressing opposition to one of the two alternatives proposed under the project that recommends improvements for access to Dulles Airport.

He summarized the recommended responses to the comments received. With regard to the comment on funding in Prince George's County, he said that there were no submissions from

Maryland to the CLRP this year, and that the Maryland legislature is currently considering additional funding for transportation, which he said could present some opportunities for Prince George's County if additional funding is secured. With regard to the comments in support of projects in Northern Virginia, he said that the TPB need not respond specifically, except to point out that the Virginia 28 Manassas Bypass Study is only a study at this time, and would not be included in the conformity analysis. With regard to the opposition to the alternatives for the project that proposes improved access to Dulles Airport, he pointed out a letter from VDOT that responds to the comments, which was attached to the memorandum. He said that staff recommends adding two additional alternatives into the air quality conformity analysis: one alternative, which is in the Loudoun County Countywide Transportation Plan, would study improvements along Route 50 and Route 606 and cost \$260 million according to estimates by VDOT. The second alternative would be a no-build option. He said that while four alternatives would be carried through the conformity analysis, one of them would have to be selected before the TPB approves the update to the CLRP. He added that, because VDOT is conducting an environmental assessment, there will be several opportunities for public involvement on each of these alternatives. He concluded by stating that the staff recommendation is to approve the submissions as advertised by the TPB, as well as the two additional submissions by VDOT that were generated in response to the comments received. He added that there will be some funding from VDOT in order to support the additional work.

Chair York remarked that the Board of Supervisors in Loudoun County had adopted a resolution in support of additional facilities that will support the growth within Dulles Airport. He added that Loudoun County has been working with the Dulles Airport over the past several years to review ways to expand cargo capabilities, which he said would impact truck traffic to I-66 and beyond. He emphasized that this is not part of an outer beltway and is about supporting the growth of Dulles Airport.

Mr. Farney, the VDOT project manager for this project, said that all alternatives will be considered. He emphasized that there will be a series of public meetings for this project, and any comments received would be addressed, and that a final decision would be determined with the help of the Loudoun County Board of Supervisors.

Chair York made a motion, including alternative 3C and the no-build alternative for improvement to Dulles Airport, to adopt Resolution R8-2013 to approve the project submissions for inclusion in the air quality conformity assessment for the 2013 CLRP and the FY2103-2018 TIP. The motion was seconded by Mr. Lebegern.

Mr. Snyder asked if the circulated memoranda and TPB conversation responded to the concerns raised by Mr. Schwartz during the public comment period.

Mr. Kirby said that the TPB staff responded to the comments received during the designated 30-day public comment period, and that any comments received during the TPB meeting would be addressed by VDOT during the environmental review process.

Ms. Hamilton said that the comments would be addressed.

Mr. Snyder said that it is critical that the region remain globally competitive, and thanked the board for its willingness to address Mr. Schwartz's comments. He also asked if the City of Falls Church would be involved in the study that looks at widening Route 7 from I-495 to I-66.

Mr. Kirby clarified that this project would be included in the air quality assessment, and asked VDOT to provide further comment.

Ms. Hamilton said that VDOT is working with Fairfax County on this project.

Mr. Snyder requested that both VDOT and Fairfax County include the City of Falls Church in the process as a way to create logical links between jurisdictions. He added that his intent is not to stand in the way of the project, but rather to coordinate in an efficient manner. He thanked his colleagues.

Ms. Hudgins welcomed Mr. Snyder's request to participate. She added that she hopes to address issues involving transit, but that transit is not currently part of the proposal.

Mr. Snyder asked for clarification as to whether transit would be considered in the context of the corridor.

Ms. Hudgins replied that she could not confirm this.

Ms. Hamilton said this project is still in the preliminary stages.

Ms. Hudgins said that Fairfax County hopes to engage a number of stakeholders, including the City of Falls Church, in studies that are conducted along the Route 7 corridor.

Mr. Snyder reiterated for the record his desire to work closely with Fairfax County on a successful project.

Ms. Hudgins reiterated her support for Mr. Snyder's involvement.

Mr. Way said that the City of Manassas strongly supports the Manassas Bypass alternative, and remarked that this would alleviate some traffic problems on Route 28 north. He mentioned that, for now, these projects are in the phase of being studied, and are not yet ready for approval.

Chair York called for a vote on Resolution R8-2013. The Resolution was approved unanimously.

8. Approval of Scope of Work for the Air Quality Conformity Assessment for the 2013 CLRP and FY 2013-2018 TIP

Ms. Posey said she presented detailed information about the scope of work for the conformity

analysis at the January meeting and said there is no new information contained within the scope of work. She said staff will begin the analysis upon approval of the scope of work and will provide a draft report of the conformity analysis to the TPB in June. She said the analysis will be released for a public comment period and the TPB will be asked in July to approve the conformity analysis and the 2013 CLRP in July.

Chair York made a motion to approve the scope of work for the air quality conformity assessment for the 2013 CLRP and FY 2013-2018 TIP. Mr. Mendelson seconded the motion, which passed unanimously.

INFORMATION ITEMS

11. Briefing on MAP-21 Requirements for Performance Based Planning and Programming

Mr. Kirby provided the Board with an overview of the performance-based planning and programming requirements contained in the new federal transportation law, MAP-21, which became effective October 1. He said that, even though the law is only effective for two years, he imagined that many of the policy changes it includes would be part of future reauthorizations of the law.

Mr. Kirby directed the Board's attention to a memorandum summarizing all sections of the new law that pertain to performance-based planning and programming. He said that the law's key point is that performance management should provide a means to the most efficient investments of federal transportation funds by refocusing on national transportation goals and improving project decision-making through performance-based planning and programming.

Mr. Kirby explained that the new law calls on metropolitan planning organizations (MPOs) to establish performance-based approaches to transportation decision-making to support national goals. He pointed out that the new national goals laid out in the law generally reflect the goal framework within which MPOs currently operate. The two key differences, he said, were a new goal area for reduced project delivery delays; and an explicit focus on freight movement.

Mr. Kirby said that the law directs the Secretary of the U.S. Department of Transportation (USDOT) to develop specific performance measures for meeting the national goals laid out in the law. He said that MPOs and other transportation agencies then set their own performance targets under the measures. For highways and bridges, he explained that the performance measures will focus on pavement conditions, safety, congestion, air quality, and freight movement. For transit, the measures will focus on asset management – that is, keeping equipment, vehicles, and facilities in a “state of good repair” – and safety. He said that the law provides for “penalties” for state departments of transportation that consistently fail to meet their targets: redirecting a specified amount of their spending to those areas of need, effectively taking away some of their discretion in how they spend federal funds. He also said that an MPO could, under the law, lose 20 percent of federal funding if, during its regular federal certification process, it fails to show that it has supported a performance-based approach to regional

transportation decision-making.

Mr. Kirby told Board members that USDOT is currently working to develop performance measures, and that in doing so they have been meeting with state departments of transportation, MPOs, and transit agencies to figure out how best to develop the measures. He said USDOT appears to be taking a very realistic approach to developing measures by acknowledging agencies' limited resources and the effects of outside incidents, like major weather disruptions, on the ability to meet performance targets. He said that the American Association of State Highway and Transportation Officials (AASHTO) and the Association of Metropolitan Planning Organizations (AMPO) have both sent letters to USDOT recommending that performance measures reflect as much as possible performance analysis conducted under existing planning activities at the state and regional level.

Finally, Mr. Kirby explained that many of the performance targets under the new law would have to be set and monitored by transportation agencies other than the TPB. He said that most of the measures related to safety, asset management, and pavement condition would have to be handled by the departments of transportation and transit agencies. But, he said, the TPB would have explicit responsibility for measures and targets related to congestion management and air quality, and that the law's requirements present a new opportunity to take a more comprehensive view of congestion that accounts for location-, direction-, and time-specific variations in congestion rather than just regional averages. He also said that other measures, like transit access and availability of bicycle, pedestrian, and carpool options, should also be taken into account in addressing congestion.

Chair York opened the floor to questions.

Mr. Zimbabwe suggested that the Board send a letter to USDOT urging them to consider measures of congestion other than traditional time-based ones. In particular, he said he wanted USDOT to consider measures that take into account the multimodal nature of the region's transportation system rather than focusing solely on travel delay for drivers.

Mr. Kirby said that staff could work on drafting a letter and could bring it back to the March or April Board meeting. He said he thought there was still plenty of time to provide such feedback to USDOT.

Ms. Tregoning echoed Mr. Kirby's and Mr. Zimbabwe's interest in more nuanced measures of congestion. She suggested two additional alternative measures: the combined housing and transportation cost index, which she said varies throughout the region depending on the different transportation options and land-use patterns in different areas, and person throughput rather than vehicle throughput. She also said that the only thing that would really alleviate congestion in the region is a lack of economic activity, which no one wants.

Ms. Hudgins repeated Ms. Tregoning's comment that road expansions are not the ultimate solution to congestion, in that they do not support long-term transportation, housing, and economic development goals. She, too, expressed a desire for measures that will help push the

region in a better direction that doesn't focus just on road improvements.

Mr. Kannan said that WMATA has been providing information and comments to USDOT on the performance criteria, but he also said he supported the TPB sending a letter to USDOT in support of using person throughput as a measure.

12. Review of Draft FY 2014 Commuter Connections Work Program (CCWP)

Mr. Ramfos briefed the Board on the draft Commuter Connections Work Program (CCWP) for FY 2014. He provided background information on the program: that it is a network of public and private transportation organizations in the region working together to decrease the number of single occupant vehicles on the region's roadways; and that its benefits include reducing and managing congestion, reducing vehicle-related emissions, assisting employers in recruitment and retention of employees, and providing commuters with more options for commuting and helping them reduce the stress, cost, and time of commuting. He directed the Board's attention to a map of the Commuter Connections service area, which extends from West Virginia to the Eastern Shore, and from Richmond to Pennsylvania. He said that about 30,000 people are currently enrolled in the Commuter Connections database.

Mr. Ramfos highlighted the program's benefits in terms of reductions in vehicle-use and emissions. He said that, on a daily basis, the program leads to reductions of 126,000 vehicle-trips, 2.4 million vehicle-miles of travel, one ton of nitrogen oxide (NOx) emissions, and half a ton of volatile organic compound (VOC) emissions. He said that the transportation demand management strategies in the Commuter Connections program are part of the TPB's required Congestion Management Process and provide Transportation Emission Reduction Measure (TERM) benefits for use in the annual air quality conformity determination. He said that the program spends about 14 cents for every vehicle-trip reduced, a penny for every vehicle-mile of travel reduced, about \$20,000 for every ton of NOx reduced, and about \$30,000 for every ton of VOC reduced.

Mr. Ramfos told Board members that the proposed budget for FY 2014 is about five percent lower than the FY 2013 budget, mainly because there are a number of intensive data collection projects happening in FY 2013 that won't be occurring in FY 2014. He said that 2014 will be the 40th anniversary of the program's founding and that the program will include special events related to the anniversary. He also described a number of monitoring and evaluation activities that are slated to occur in FY 2014 related to the 2013 State of the Commute survey, performance measurements required under MAP-21, employer telework surveys in Maryland, employer customer satisfaction surveys region-wide, and a draft 2014 TERM analysis report.

Mr. Ramfos said that the state funding agencies and the Commuter Connections subcommittee have all reviewed drafts of the work program and provided comments that have been incorporated into the current draft. He said the TPB's Technical Committee has been briefed on the draft once already and will be again in March. He told Board members that the TPB would be asked to approve the work program at its March meeting and that the program would begin

July 1.

Chair York opened the floor to questions.

Ms. Tregoning asked whether Mr. Ramfos had any information on trends in the cost-effectiveness of the Commuter Connections program or the overall size and reach of the program, as the information he provided in his presentation was only a “snapshot” of current levels.

Mr. Ramfos said that the program has grown over the last four or five years, mainly in response to higher gas prices. He said that the growth means the program has become more effective. But he also said that the environmental impacts aren’t as significant as they used to be since cars are becoming “cleaner” thanks to improved technologies.

Mr. Way asked Mr. Ramfos to comment on the fact that 50 percent of the budget is slated for mass marketing and advertising, asking specifically whether he saw that number declining in the future.

Mr. Ramfos said that the mass marketing and advertising is really the main thrust behind what the Commuter Connections program does in order to get the message out about the wide range of transportation alternatives that are available to commuters. He did not indicate that the budget for mass marketing and advertising would be decreased.

13. Review of the Draft FY2014 Unified Planning Work Program (UPWP)

Mr. Kirby, referring to a PowerPoint Presentation, reviewed the key features of the draft FY2014 Unified Planning Work Program (UPWP) that was included in the mailout packet. He said that the UPWP is a federal requirement that covers all of the TPB’s work. He highlighted the new components to the UPWP for the upcoming year, including work relating to requirements set forth by MAP-21. He said that the program structure otherwise remains the same, and provided an overview on funding sources. He summarized the six elements comprising the UPWP, and said that the assumed budget for 2014 is the same as 2013. He explained that this assumption is based on the uncertainty around the federal budget process, including the uncertainty around sequestration. He said that the TPB would be asked to approve the final FY2014 UPWP in March, so that it could be submitted to the Federal Highway Administration and Federal Transit Administration in time to gain their approval before July 1, when the program is set to start. He added that if the budget should change due to the federal budget process, the TPB would be asked to make a one-time amendment in the fall to capture any necessary budgetary adjustment.

14. Notice of Proposed Amendment to the Additional Air Quality Conformity Analysis Conducted to Respond to the EPA Redesignation of the Washington Region under the 2008 Ozone National Ambient Air Quality Standards (NAAQS)

Mr. Kirby said that the TPB in December approved a new air quality conformity analysis to respond to the new 2008 National Ambient Air Quality Standards (NAAQS), which was sent to DOT for approval. He said that before DOT had a chance to act on the TPB's analysis, the Environmental Protection Agency (EPA) acted on and found adequate new NAAQS budgets. As a result, he said, TPB staff must review the analysis again with these new budgets, and the TPB must then approve the new conformity analysis. He added that a public comment period on the matter would begin today, and that the item would be brought before the TPB for action again on March 20.

Ms. Jackson asked if the 2013 air quality conformity scope of work was approved earlier.

Mr. Kirby replied in affirmation.

Ms. Jackson asked if the budgets in that scope of work would have to be updated to include the new budget levels recently approved by EPA.

Mr. Kirby replied that the new budget numbers would be used in the new analysis.

Ms. Jackson asked for clarification on whether this was included in the written material.

Mr. Kirby apologized, and said that the written material would be revised to reflect the new budget numbers.

Mr. Jordan asked if there were plans to coordinate the new UPWP with the Baltimore Area MPO.

Mr. Kirby replied that, as a member of the National Association of MPOs, TPB staff meets regularly with its peer organizations around the country. He added that staff holds a number of informal meetings with the Baltimore MPO to share data and discuss common interests.

Mr. Jordan asked if Mr. Kirby has seen Baltimore's 2014 UPWP.

Mr. Kirby replied that he had not seen it, and was unsure if it was published at the present time.

15. Other Business

There was no other business brought before the TPB.

16. Adjourn

Chair York adjourned the meeting at 1:55pm. He said the next meeting of the TPB would be held on March 20.

TPB Technical Committee Meeting Highlights

March 1, 2013

The Technical Committee met on March 1 at COG. Eight items were reviewed for inclusion on the TPB agenda on March 20.

- TPB agenda Item 7

The Committee was briefed on the amendment to the recent 2015 forecast year air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP which was conducted to satisfy the redesignation requirements of the EPA 2008 Ozone National Ambient Air Quality Standards (NAAQS). At the March 20th meeting, the Board is scheduled to approve this amendment.

- TPB agenda Item 8

Staff reviewed the project amendments and associated budgets in the current FY 2013 UPWP that will be carried over to FY 2014. The Committee recommended that the FY 2013 amendments and carryover funding be presented for the Board's approval at its March 20th meeting.

- TPB agenda Item 9

Staff reviewed the final draft Unified Planning Work Program (UPWP) for FY 2014 (July 1, 2013 through June 30, 2014). The Committee recommended that the final version of the FY 2014 UPWP be presented for the Board's approval at its March 20th meeting.

- TPB agenda Item 10

Staff reviewed the final draft of the Commuter Connections Work Program (CCWP) for FY 2014 (July 1, 2013 through June 30, 2014). The Committee recommended that the final version be presented for the Board's approval at its March 20th meeting.

- TPB agenda Item 11

The Committee was briefed on proposed steps for the TPB to become the designated recipient to establish the new FTA Section 5310 Enhanced Mobility Program under MAP-21 in the Washington Region. This new program changed the three former FTA programs: Job Access and Reverse Commute, New Freedom, and Elderly and Disabled. At its March 20th meeting, the Board will be asked to authorize the TPB chairman to submit a formal request to the governors and the mayor that COG as TPB's administrative agent be designated as the recipient to administer new Section 5310 projects.

- TPB agenda Item 12

The Committee was briefed on the Metropolitan Area Transportation Operations

Coordination (MATOC) Program, which is a joint partnership of DDOT, MDOT/SHA, VDOT, and WMATA to promote real-time interagency information sharing and coordination.

- TPB agenda Item 13

The Committee was briefed on how the COG Cooperative Forecasting Process develops population, household and employment forecasts for use in the regional transportation planning process, including key features of the recently developed Round 8.2 forecasts.

- TPB agenda Item 14

The Committee was briefed on demographic information and travel characteristics of 2,700 households surveyed in seven focused geographic subareas of the region in Spring 2012.

Four items were presented for information and discussion:

- The Committee was briefed on the role of the TPB in the implementation of the new MAP- 21 Transportation Alternatives Program (TAP) to fund small projects considered “alternatives” to traditional highway construction. This new program combines several formerly stand-alone programs, including Transportation Enhancements, Safe Routes to School, and Recreational Trails.
- The Committee was briefed on the Freight Around the Region Project, which aims to better understand each TPB member jurisdiction’s role in goods movement and how the goods movement sector contributes to local economies.
- The consultant briefed the Committee on the schedule and anticipated concepts for the spring 2013 Regional “Street Smart” Pedestrian and Bicycle Safety Education Campaign.
- MDOT staff updated the Committee on the preliminary goals and objectives, public outreach efforts, and approach and schedule for developing the 2035 Maryland Transportation Plan (MTP) and an update of the Maryland Bicycle and Pedestrian Master Plan.

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES
ATTENDANCE - March 1, 2013**

DISTRICT OF COLUMBIA

DDOT Mark Rawlings
 Anthony Foster
DCOP Dan Emerine

MARYLAND

Charles County -----
Frederick Co. Ron Burns
City of Frederick Tim Davis
Gaithersburg -----
Montgomery Co. Gary Erenrich
Prince George's Co. Vic Weissberg
Rockville -----
M-NCPPC
 Montgomery Co. -----
 Prince George's Co. Faramarz Mokhtari
MDOT Lyn Erickson
 Vaughn Lewis
MTA -----
Takoma Park -----

VIRGINIA

Alexandria Pierre Holloman
Arlington Co. Dan Malouff
City of Fairfax Alexis Verzosa
Fairfax Co. Mike Lake
Falls Church -----
Loudoun Co. Robert Brown
Manassas -----
Prince William Co. Monica Backmon
NVTC Claire Gron
PRTC -----
VRE Christine Hoeffner
VDOT Valerie Pardo
VDRPT Amy Inman
NVPDC -----
VDOA -----

WMATA

WMATA Mark Kellogg

FEDERAL/OTHER

FHWA-DC -----
FHWA-VA -----
FTA -----
NCPC -----
NPS -----
MWAQC -----

COG Staff

Ron Kirby, DTP
Gerald Miller, DTP
Elena Constantine, DTP
Andrew Austin, DTP
Wendy Klancher, DTP
Mark Pfoutz, DTP
Robert Griffiths, DTP
Ron Milone, DTP
Jane Posey, DTP
Andrew Meese, DTP
John Swanson, DTP
Eric Randall, DTP
Wenjing Pu, DTP
Nicholas Ramfos, DTP
Michael Farrell, DTP
Dusan Vuksan, DTP
Daivamani Sivasailam, DTP
Andy Meese, DTP
Sarah Crawford, DTP
Karin Foster, DTP
Sunil Kumar, DEP
Paul DesJardin, DCPS

Other Attendees

Bill Orleans, HACK
Randy Carroll, MDE
Kenna Williams, Sherry Matthews, Inc.

National Capital Region Transportation Planning Board


777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202 TDD: (202) 962-3213

Item #5

MEMORANDUM

March 14, 2013

To: Transportation Planning Board

From: Ronald F. Kirby 
Director, Department of
Transportation Planning

Re: Steering Committee Actions

At its meeting on March 1, 2013, the TPB Steering Committee approved the following resolutions:

- SR15-2013: Resolution on an amendment to the FY 2013- 2018 Transportation Improvement Program (TIP) that is exempt from the air quality conformity requirement to add funding for two BRAC-related intersection projects near the National Naval Medical Center in Bethesda, as requested by the Maryland Department Of Transportation (MDOT)
- SR16-2013: Resolution on an amendment to the FY 2013- 2018 Transportation Improvement Program (TIP) that is exempt from the air quality conformity requirement to add funding for I-66 Vienna Metrorail Accessibility and Capacity Improvements, the proposed Dulles Air Cargo, Passenger Metro Access Highway Project, the Jones Branch Drive Connector Road, the Widening of VA Route 28, and the Crystal City-Potomac Yard Transitway Project, as requested by the Virginia Department Of Transportation (VDOT)
- SR17-2013: Resolution on an amendment to the FY 2013- 2018 Transportation Improvement Program (TIP) that is exempt from the air quality conformity requirement to add funding for the realignment of Constitution Avenue NW between 23rd Street NW and the Theodore Roosevelt Memorial Bridge, as requested by the District of Columbia Department of Transportation (DDOT)

The TPB Bylaws provide that the Steering Committee “shall have the full authority to approve non-regionally significant items, and in such cases it shall advise the TPB of its action.”

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION ON AN AMENDMENT TO THE FY 2013- 2018 TRANSPORTATION
IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY
CONFORMITY REQUIREMENT TO ADD FUNDING FOR TWO BRAC-RELATED
INTERSECTION PROJECTS NEAR THE NATIONAL NAVAL MEDICAL CENTER IN
BETHESDA, AS REQUESTED BY THE MARYLAND DEPARTMENT OF
TRANSPORTATION (MDOT)**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of Moving Ahead for Progress in the 21st Century (MAP-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on July 18, 2012 the TPB adopted the FY 2013-2018 TIP; and

WHEREAS, in the attached letter of February 21, 2013, MDOT has requested an amendment to the FY 2013-2018 TIP to add funding and project information for bicycle improvements at the intersection of MD 30 Piney Branch and Sligo Creek Parkway and revise funding for the intersection project at MD 355 at Cedar Lane Phases 1, 2 and 3, as described in the attached materials; and

WHEREAS, these projects are already included in the air quality conformity analysis of the 2012 CLRP and FY 2013-2018 TIP or are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency (EPA) regulations "40 CFR Parts 51 and 93 Transportation Conformity Rule Amendments: Flexibility and Streamlining; Final Rule," issued in the May 6, 2005, *Federal Register*,

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2013-2018 TIP to add funding and project information for bicycle improvements at the intersection of MD 30 Piney Branch and Sligo Creek Parkway and revise funding for the intersection project at MD 355 at Cedar Lane Phases 1, 2 and 3, as described in the attached materials.

Adopted by the Transportation Planning Board Steering Committee at its regular meeting on March 1, 2013.



Maryland Department of Transportation
The Secretary's Office

Martin O'Malley
Governor

Anthony G. Brown
Lt. Governor

Darrell B. Mobley
Acting Secretary

Leif A. Dormsjo
Acting Deputy Secretary

February 21, 2012

The Honorable Scott York, Chair
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington DC 20002

Dear Chairman York:

The Maryland Department of Transportation (MDOT) requests an amendment to the State Highway Administration (SHA) portion of the FY 2013-2018 Transportation Improvement Program (TIP) as described in the attached memo. The amendment is needed to reflect additional funding that has been programmed for two projects in the National Capital Region. The additional funds are available due to grant awards from the Office of Economic Adjustment (OEA). These projects do not affect the currently approved air quality conformity analysis as the projects are not regionally significant. The amendment details are summarized below and in the attached memo.

TIP ID#	Project	Phase	Amount of New Funding	Comment
6077	MD 320, Piney Branch Road at Sligo Creek Parkway – Bicycle Improvements	PE, CO	\$2,100,000	Breakout project from parent TIP ID 6072 and add \$1.5 million in OEA grants received and reflect state funding for PE. This is M-NCPPC mitigation for other BRAC ROW impacts.
5998	MD 355 at Cedar Lane (Phases 1, 2, 3)	CO	\$0	Update name to reflect "Phases 1-3". Replace already programmed funds with \$6.8M in OEA grants received, update cash flows.

MDOT requests that this amendment be approved by the Transportation Planning Board (TPB) Steering Committee on its March 1, 2013 meeting.

The revised funding status will not impact scheduling or funding availability for other projects in the current TIP, which continues to be fiscally constrained. The cost does not affect the portion of the federal funding which was programmed for transit, or any allocations of state aid in lieu of federal aid to local jurisdictions.

The Honorable Scott York
Page Two

We appreciate your cooperation in this matter. If you have any questions or comments, please do not hesitate to contact Ms. Lyn Erickson, at 410-865-1279, toll-free at 888-713-1414 or via email at lerickson@mdot.state.md.us. Of course, please feel free to contact me directly. Thank you.

Sincerely,



Michael W. Nixon, Manager
Office of Planning and Capital Programming

Attachment

cc: Ms. Mary Deitz, Chief, Regional and Intermodal Planning Division, SHA
Ms. Lyn Erickson, Manager, Office of Planning and Capital Programming,
Maryland Department of Transportation
Ms. Heather Murphy, Deputy Director, Office of Planning and Capital Programming
Maryland Department of Transportation



Martin O'Malley, Governor
Anthony G. Brown, Lt. Governor

Darrell B. Mobley, Acting Secretary
Melinda B. Peters, Administrator

MARYLAND DEPARTMENT OF TRANSPORTATION

MEMORANDUM

TO: Mr. Don Halligan
Director of Planning and Capital Programming
Maryland Department of Transportation

ATTN: Mr. Mike Nixon
Ms. Lyn Erikson

FROM: Mary Deitz, Chief *MD*
Regional and Intermodal Planning Division

DATE: February 21, 2013

SUBJECT: Amendment Request to the Fiscal Year (FY) 2013 Transportation Improvement Program (TIP) for the National Capital Region

The State Highway Administration (SHA) hereby requests to amend the FY 2013 Transportation Improvement Program (TIP). The amendment is needed to reflect additional funding that has been programmed for the following projects in the attached TIP sheets.

The following represents the total amount of funding being added to FY 2013 with this amendment request:

TIP ID#	Project	Phase	Previously Programmed Funding	Amount of New Funding	Comment
6077	MD 320 Piney Branch Road at Sligo Creek Parkway -- Bicycle Improvements	PE, CO	\$0	\$2,100,000	Breakout project from parent TIP ID 6072 and add \$1.5 million in OEA grants received and reflect State funding for PE. This is M-NCPPC mitigation for other BRAC ROW impacts.
5998	MD 355 at Cedar Lane (Phases 1, 2, 3)	CO	\$16,984,000	\$0	Update Name to reflect "Phases 1-3". Replace already programmed funds with \$6.8M in OEA Grants Received, Update Flows.

The revised funding status of these projects will not impact scheduling or funding availability for other projects in the current TIP, which continues to be fiscally constrained. The cost does not affect the portion of the federal funding, which was programmed for transit or any allocations of state aid in lieu of federal aid to local jurisdictions.

My telephone number/toll-free number is 410-545-5675/1-888-204-4828
Maryland Relay Service for Impaired Hearing or Speech 1.800.735.2258 Statewide Toll Free

Street Address: 707 North Calvert Street • Baltimore, Maryland 21202 • Phone 410.545.0800 • www.roads.maryland.gov

Mr. Don Halligan
Page Two

After your review, please forward this request to the Washington Metropolitan Council of Governments (MWCOG). Upon approval of the requested TIP amendment, please process an amendment to the FY 2013 STIP using the funding information provided in the attachment. If you have any questions, please do not hesitate to contact Mr. Vaughn Lewis, Regional Planner, SHA at 410-545-5673 or via email at vlewis@sha.state.md.us, or Mr. John Thomas, Regional Planner, SHA at 410-545-5671 or via e-mail at jthomas10@sha.state.md.us.

Attachment

cc: Ms. Felicia Haywood, Deputy Director, Office of Planning and Preliminary Engineering, SHA
Mr. Vaughn Lewis, Regional Planner, SHA
Ms. L'Kiesha Markley, Assistant Chief, Regional and Intermodal Planning Division, SHA
Mr. John Thomas, Regional Planner, SHA
Mr. Brian Young, District Engineer, SHA

**SUBURBAN MARYLAND
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Source Total
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MDOT/State Highway Administration

Secondary

BRAC Intersections near National Naval Medical Center, Bethesda

TIP ID: **6077** Agency ID: **MO593 8** Title: **BRAC Mitigation - MD 320 at Sligo Creek Parkway** Complete: **1905**

Facility:	OEA	100/0/0			750 c	750 c			1,500
From:	State/Local	0/100/0	200 a	400 a					400
To:									
									Total Funds: 1,900

Description: Design and construct a pedestrian bridge along the Anacostia Tributary Trail System and realign the trail - MNCPPC mitigation for BRAC related ROW impacts

Amendment: MD 30 Piney Branch at Sligo Creek Parkway - Bicycle Improvements Requested on: 3/1/2013
Breakout project from parent TIP ID 6072. Add \$1.5 million in OEA Grant funding for CO phase: \$750K each in FY 2015 and FY 2016. This is MNCPPC mitigation for other BRAC ROW impacts.

TIP ID: **5998** Agency ID: **MO5932** Title: **MD 355/Cedar Lane - Phases 1 & 2 & 3** Complete: **2017**

Facility: MD 355 Cedar Lane	NHS	80/20/0	940 b	200 b	2,030 b	1,820 c	3,961 c		9,244
From:				26 c	1,207 c				
To:	OEA	100/0/0			1,360 c	2,720 c	2,720 c		6,800
									Total Funds: 16,044

Description: Construct intersection improvements to improve safety and operations.

Amendment: MD 355 at Cedar Lane Phases 1 & 2 & 3 Requested on: 3/1/2013
Update Name to reflect Phases 1-3; Update Funding Source to Reflect \$6.8M OEA Grants Received (replacing already programmed construction funds), Update Flows by FY

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

RESOLUTION ON AN AMENDMENT TO THE FY 2013- 2018 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT TO ADD FUNDING FOR I-66 VIENNA METRORAIL ACCESSIBILITY AND CAPACITY IMPROVEMENTS, THE PROPOSED DULLES AIR CARGO, PASSENGER METRO ACCESS HIGHWAY PROJECT, THE JONES BRANCH DRIVE CONNECTOR ROAD, THE WIDENING OF VA ROUTE 28, AND THE CRYSTAL CITY-POTOMAC YARD TRANSITWAY PROJECT, AS REQUESTED BY THE VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT)

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of Moving Ahead for Progress in the 21st Century (MAP-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on July 18, 2012 the TPB adopted the FY 2013-2018 TIP; and

WHEREAS, in the attached letter of February 26, 2013, VDOT has requested an amendment to the FY 2013-2018 TIP to:

- *I-66 Vienna Metrorail Accessibility and Capacity Improvements in Fairfax County*: add \$19.017 million in Regional Surface Transportation Program (RSTP) and matching funds, \$5.702 million in Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds, and \$471,000 in advanced construction (AC) funds to, and remove \$145,000 in Surface Transportation Program (STP) funds from;
- *Dulles Air Cargo, Passenger Metro Access Highway in Loudoun County*: add \$1.5 million in National Highway Performance Program (NHPP) and state funding for preliminary engineering;
- *Jones Branch Drive Connector in Fairfax County*: add \$2.787 million in RSTP, AC and matching funds for preliminary engineering;
- *Widen Route 28 between Fitzwater Drive and Linton Hall Road in Prince William County*: add \$51.257 million in RSTP, AC and matching funds for preliminary engineering, right-of-way acquisition and construction;
- *Crystal City-Potomac Yard Transitway in Arlington County*: add \$1.5 million in flexible STP funds for construction; and

WHEREAS, these projects are already included in the air quality conformity analysis of the 2012 CLRP and FY 2013-2018 TIP or are exempt from the air quality conformity requirement, as defined in Environmental Protection Agency (EPA) regulations “40 CFR Parts 51 and 93 Transportation Conformity Rule Amendments: Flexibility and Streamlining; Final Rule,” issued in the May 6, 2005, *Federal Register*,

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2013-2018 TIP to:

- *I-66 Vienna Metrorail Accessibility and Capacity Improvements*: add \$19.017 million in RSTP and matching funds, \$5.702 million in CMAQ funds, and \$471,000 in AC funds to, and remove \$145,000 in STP funds from;
- *Dulles Air Cargo, Passenger Metro Access Highway*: add \$1.5 million in NHPP and state funding for preliminary engineering;
- *Jones Branch Drive Connector*: add \$2.787 million in RSTP, AC and matching funds for preliminary engineering on the;
- *Widen Route 28 between Fitzwater Drive and Linton Hall Road*: add \$51.257 million in RSTP, AC and matching funds for preliminary engineering, right-of-way acquisition and construction;
- *Crystal City-Potomac Yard Transitway*: add \$1.5 million in flexible STP funds for construction,

...as described in the attached materials.

Adopted by the Transportation Planning Board Steering Committee at its regular meeting on March 1, 2013.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4975 Alliance Drive
Fairfax, VA 22030

GREGORY A. WHIRLEY
COMMISSIONER

February 26, 2013

The Honorable Scott York, Chairman
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington, DC 20002-4201

RE: National Capital Region FY 2013-2018 Transportation Improvement Program Amendment

Dear Chairman York:

The Virginia Department of Transportation requests amending of the FY 2013-2018 Transportation Improvement Program (TIP) for the following five projects:

I 66 Vienna Metrorail Accessibility & Capacity Improvements (UPC# 81009)

The TIP amendment will update the funding that is in the current TIP to reflect the latest planned funding obligation for the preliminary engineering, right of way and construction phases of the project. The proposed amendment adds a total of about \$38.737M for the R/W and CN phases in FY 13 and 14 including reduction to previously planned obligation of CN funding by about \$0.12M in FY14. The amendment includes CMAQ and RSTP funds and uses the Advanced Construction (AC) funding mechanism. This amendment will not impact the regional air quality conformity analysis since the project was included in the approved air quality conformity analysis for the 2012 CLRP.

Dulles Air Cargo, Passenger Metro Access Highway (DACPMA) (UPC# 103929)

The TIP amendment is to fund the PE phase and adds a net of \$1.5 M in state and NHPP funds and uses the AC funding mechanism. This amendment is for the PE phase which is exempt from regional air quality conformity consideration.

Jones Branch Drive Connector road (UPC#103907)

The project entails extending the existing Jones Brach Drive east of the Capital Beltway to connect to Dolley Madison Blvd (Rte 123). The TIP Amendment adds \$2.7 M in FY 13 to the PE phase. This amendment is for the PE phase which is exempt from regional air quality conformity consideration.

Widening of Rte 28 between Fitzwater Drive and Linton Hall Road (UPC# 92080)

The TIP amendment is to update the PE funding based on actual obligations for the phase and also add funding for the RW and CN phases. The amendment adds about \$41M in total in FY 13 and FY 15 involving RSTP funds and also uses the AC funding mechanism. This amendment will not impact the regional air quality conformity analysis since the project was included in the approved air quality conformity analysis for the 2012 CLRP.

Amendment for the Crystal City Potomac Yard Transitway project (ARL0008/T1117)

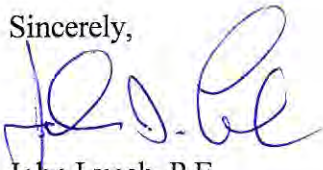
The project is to construct two, dedicated bus-lanes from the Arlington South Tract Development (near Glebe Road) to 26th Street. The proposed amendment adds a total of \$1.5M involving flexible STP funds in FY 13 for the purpose of constructing the new bus lanes. The project was in previous TIPs with RSTP funds and Section 5309 funds.

All of the funding proposed in this TIP amendment has been approved by the Commonwealth Transportation Board (CTB) as part of its FY 2013-2018 Six Year Improvement Program. While the proposed funds are new to the TIP they are part of the total Federal and State funding estimates included in VDOT's financial plan for the 2010 CLRP update.

Please find attached a TIP Amendment spreadsheet outlining funding for subject projects. VDOT requests that this TIP Amendment be considered and acted upon by the Transportation Planning Board's Steering Committee at its meeting on March 1, 2013. VDOT's representative will attend the meeting and be available to answer any questions about the amendment.

Thank you for your consideration of this request.

Sincerely,



John Lynch, P.E.,
Acting District Administrator
Northern Virginia District

cc: Ms. Dianne Mitchell, VDOT
Ms. Renee Hamilton, VDOT-NoVA
Mr. Tom Fahrney, VDOT-NoVA
Mr. Lauren Mollerup, P.E., VDOT-NoVA
Ms. Maria Sinner, P.E., VDOT-NoVA
Ms. Terry Brown, VDRPT
Mr. Kanathur Srikanth, VDOT-NoVA

NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)

FY 2013 - 2018

TIP Amendment - 3/20/2013

New Funding in **BOLD**

	Phase	Previous Funding	Funding Source	Funding Shares			FY13	FY14	FY15	FY16	FY17	FY18	Source Total	
				Fed	State	Local								
VDOT-Interstate														
TIP ID:	Agency ID: UPC# 81009			Title: Rte 66- Vienna Metrorail Accessibility & Capacity Improvements										
Facility:	Rte 66/Vienna Metrorail Impr.	PE	-\$805	RSTP	80%	20%	0%	\$0	\$0	\$0	\$0	\$0	\$0	
From:	Rte 66 -0.301 Miles West of Blake Lane	RW		RSTP	80%	20%	0%	\$500	\$0	\$0	\$0	\$0	\$500	
		CN		CM	80%	20%	0%	\$0	\$16,575	\$0	\$0	\$0	\$16,575	
To:	Vaden Drive (0.8140MI)	CN		RSTP	80%	20%	0%	\$0	\$20,622	\$0	\$0	\$0	\$20,622	
		CN		STP	80%	20%	0%	\$0	\$583	\$0	\$0	\$0	\$583	
		CN		AC-Other	100%	0%	0%	\$0	\$471	\$0	\$0	\$0	\$471	
												Total Funds:	\$38,751.00	
Description:	The project involves providing bus access at Vaden Drive to & from the Vienna Metro Station via a new ramp from the I-66 EB HOV lane and a ramp to the I-66 WB HOV lane.													
Jurisdiction:	Fairfax County													
Amendment:	The Amendment adds \$400,000 (RSTP) FFY 13 RW; reduces (STP) by \$116,614, adds \$4,561,824 (CM), adds \$14,813,553 (RSTP), \$471,268 (AC-Other) FFY 14 CN.													
Air Quality	The project is included in the federally approved Air Quality Conformity Analysis for the 2012 CLRP / FY 2013-2018 TIP.													
VDOT-Primary														
TIP ID:	Agency ID: UPC# 103929			Title: Dulles Air Cargo, Passenger Metro Access Hwy (DACPMA)										Complete 2015
Facility:	Dulles Air Cargo, Passenger	PE		NHPP Conv	80%	20%	0%	\$0	\$500	\$0	\$0	\$0	\$500	
	Metro Access Highway	PE		Other-State	100%	0%	0%	\$500	\$0	\$0	\$0	\$0	\$500	
From:	North Rte 50	PE		AC -NHPP	80%	20%	0%	\$500	\$0		\$0	\$0	\$500	
To:	Rte 606 (Loudoun Ctny Parkway)													
												Total Funds	\$1,500	
Description:	These funds are to fund the PE phase of the Dulles Air Cargo Metro Access Highway													
Jurisdiction:	Loudoun County													
Amendment:	This Amendment adds \$500,000 (Other State), \$400,000 (AC-NHPP) FFY13 converting same in FFY14 PE Phase.													
Air Quality:	The project is exempt from the Air Quality Conformity Analysis for the Metropolitan Washington Region													
TIP ID:	Agency ID: UPC# 103907			Title: Jones Branch Drive Connector										Complete 2015
Facility:	Jones Br. Drive Connector	PE		RSTP	80%	20%	0%	\$2,013	\$0	\$0	\$0	\$0	\$2,013	
From:	Dolley Madison Blvd (Rte 123)	PE		AC-RSTP	80%	20%	0%	\$387	\$0	\$0	\$0	\$0	\$387	
To:	Jones Branch Dr. (0.5700)	PE		RSTP-Conv.	80%	20%	0%	\$0	\$387	\$0	\$0	\$0	\$387	
												Total Funds	\$2,787	
Description:	These funds are to fund the PE phase of the Jones Branch Connector													
Jurisdiction:	Fairfax County													
Amendment:	This Amendment adds \$1,610,027 (RSTP) FFY13 & \$309,973 AC-RSTP FFY13 Phase, converting same in FFY14, all for PE phase..													
Air Quality:	The project is exempt from the Air Quality Conformity Analysis for the Metropolitan Washington Region													

NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)

FY 2013 - 2018

TIP Amendment - 3/20/2013

New Funding in **BOLD**

TIP ID:	Agency ID: UPC# 92080				Title: Widen Rte 28 to Four lanes including Rte 215 realignmen							Complete 2016			
Facility:	Rte 28	PE		RSTP	80%	20%	0%	\$100	\$0	\$0	\$0	\$0	\$0	\$100	
From:	Fitzwater Drive (Rte 652)	PE	\$275	STP	80%	20%	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
To:	Linton Hall Rd Rte 619 (3.47MI)	RW		RSTP	80%	20%	0%	\$7,995	\$0	\$0	\$0	\$0	\$0	\$7,995	
		CN		RSTP	80%	20%	0%	\$0	\$0	\$12,821	\$0	\$0	\$0	\$12,821	
		CN		AC-RSTP	80%	20%	0%	\$0	\$0	\$30,341	\$0	\$0	\$0	\$30,341	
														Total Funds	\$51,257
Description:	These funds are for the widening of Rte 28 to four lanes from Fitzwater Drive to Linton Hall Road.														
Jurisdiction:	Prince William County														
Amendment:	Amd to update PE based on actual oblig & add an additional \$80,000 RSTP FFY13; add \$6,395,833 RSTP FFY13 RW ph; add \$10,256,967 RSTP & \$24,272,968 AC-RSTP FFY15 CN ph.														
Air Quality:	The project is included in the federally approved Air Quality Conformity Analysis for the 2012 CLRP / FY 2013-2018 TIP.														
TIP ID:	Agency ID: ARL0008/T1117				Title: Crystal City / Potomac Yard Transitway							Complete 2013			
Facility:	Crystal Drive / South Clark Street	CN		Flex. STP	80%	11%	9%	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500	
From:	15th Street South														
To:	City of Alexandria border.														
														Total Funds	\$1,500
Description:	The funding proposed in this amendment is for the purpose of constructing the bus lanes along Crystal Dr / S Clark Street.														
Jurisdiction:	Arlington County														
Amendment:															
Air Quality:	The project is included in the federally approved Air Quality Conformity Analysis for the 2012 CLRP / FY 2013-2018 TIP.														



DEPARTMENT OF ENVIRONMENTAL SERVICES
Division of Transportation

Planning 2100 Clarendon Boulevard, Suite 900, Arlington, VA 22201
TEL 703-228-3681 FAX 703-228-7548 www.arlingtonva.us

February 27, 2013

Rene'e Hamilton
Asst. District Administrator, Planning and Investment
Northern Virginia District, Virginia Department of Transportation
4975 Alliance Drive
Fairfax, Virginia 22030

Dear Assistant Director Hamilton,

Arlington County requests that the Virginia Department of Transportation (VDOT) amend the Metropolitan Washington Transportation Planning Board FY 2013-2018 Transportation Improvement Program (TIP), on behalf of Arlington County and the Virginia Department of Rail and Public Transportation (DRPT).

The requested amendment will add additional funding for the Crystal City - Potomac Yard Transitway project (ARL0008/T1117). Funds will be used for construction of the project, which will add dedicated transit lanes along Crystal Drive and South Clark Street, from 15th Street South near Crystal City Metro station to the Alexandria city border, near Glebe Road.

From 15th Street South to 26th Street South, the transitway will operate in dedicated curbside lanes, which will be restriped from the existing general purpose lanes along Crystal Drive and South Clark Street. From 26th Street South to the Alexandria city border, two new exclusive transit lanes will be constructed.

The proposed amendment will add a total of \$1.5 million in FY 2013. Of that \$1.5 million, \$1.2 million are flexible STP funds obtained from DRPT, \$159,000 are State matching funds, and \$141,000 are local matching funds from Arlington.

The total estimate of the project is \$15.6 million. The project was in the previous TIP with \$1.205 million of RSTP funds and \$625,000 in Section 5309 funds. Approximately \$4 million in additional federal funds are anticipated and will be added to the TIP at a later date. About \$8 million of additional funds, not included in the TIP, is locally generated.

The FTA has advised Arlington County to secure obligation of these funds by no later than April 30, 2013, to avoid de-obligation of the allocation. As such we request both VDOT and the TPB treat this request for TIP action on an expedited basis.

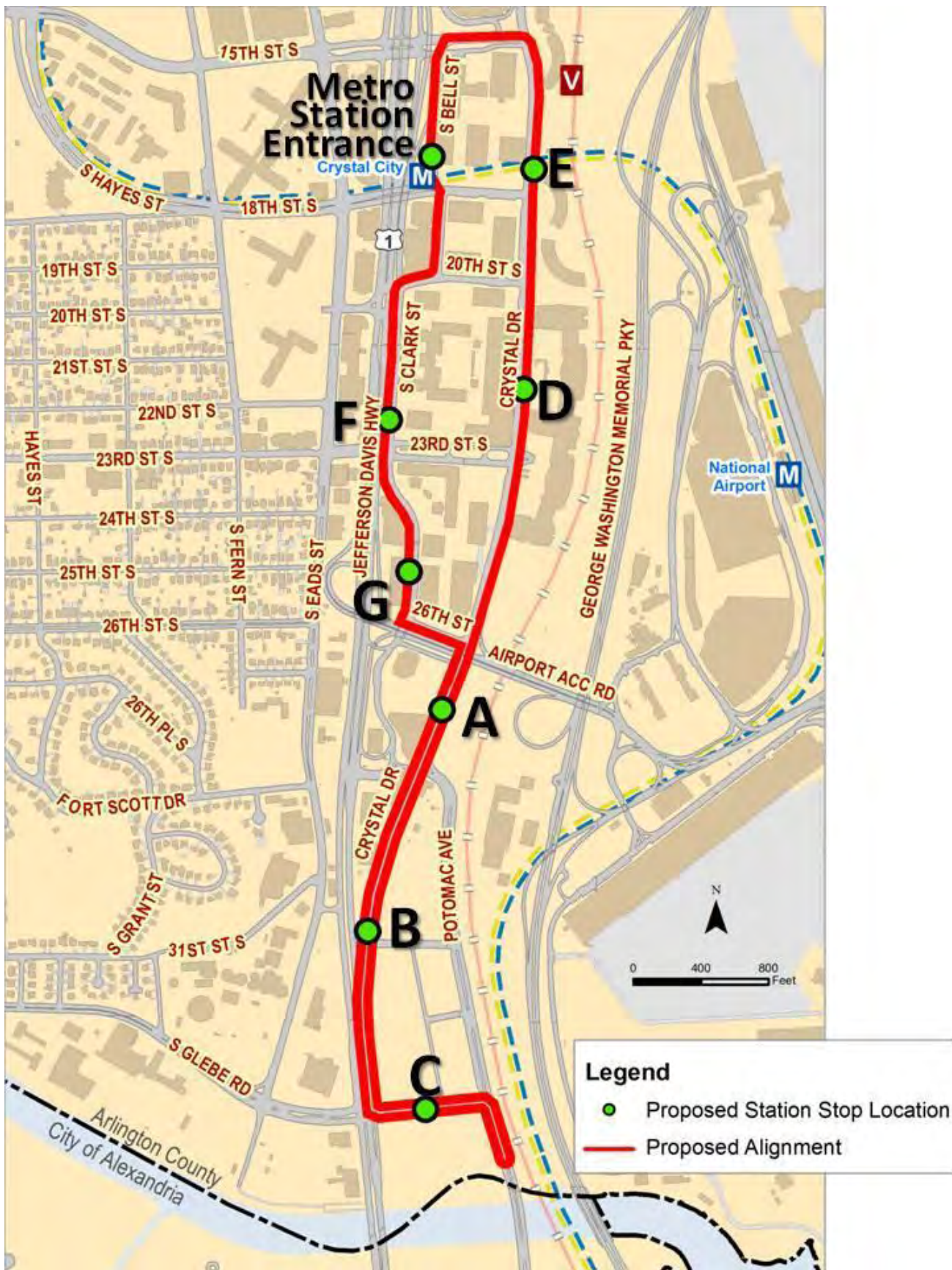
I have attached a map showing the extents of the Transitway project.

Sincerely

A handwritten signature in blue ink, appearing to read "D. Leach".

Dennis Leach
Director of Transportation

cc: Arlington County Board
Randy Hodgson, VDOT Regional Transportation Planner
Marie Berry, DRPT Manager of Financial Programming



**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION ON AN AMENDMENT TO THE FY 2013- 2018 TRANSPORTATION
IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY
CONFORMITY REQUIREMENT TO ADD FUNDING FOR THE REALIGNMENT OF
CONSTITUTION AVENUE NW BETWEEN 23RD STREET NW AND THE THEODORE
ROOSEVELT MEMORIAL BRIDGE, AS REQUESTED BY THE DISTRICT OF
COLUMBIA DEPARTMENT OF TRANSPORTATION (DDOT)**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of Moving Ahead for Progress in the 21st Century (MAP-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the TIP is required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area; and

WHEREAS, on July 18, 2012 the TPB adopted the FY 2013-2018 TIP; and

WHEREAS, in the attached letter of February 28, 2013, DDOT has requested an amendment to the FY 2013-2018 TIP to add \$5.3 million in Federal Lands Transportation Program (FLTP) funding for the realignment of westbound Constitution Avenue NW between 23rd St. NW and the approach to the Theodore Roosevelt Memorial Bridge; and

WHEREAS, this project is exempt from the air quality conformity requirement, as defined in Environmental Protection Agency (EPA) regulations "40 CFR Parts 51 and 93 Transportation Conformity Rule Amendments: Flexibility and Streamlining; Final Rule," issued in the May 6, 2005, *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2013-2018 TIP to add \$5.3 million in FLTP funding for the realignment of westbound Constitution Avenue NW between 23rd St. NW and the approach to the Theodore Roosevelt Memorial Bridge, as described in the attached materials.

Adopted by the Transportation Planning Board Steering Committee at its regular meeting on March 1, 2013.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION



d. Policy, Planning and Sustainability Administration

February 28, 2013

The Honorable Scott York, Chairperson
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street N.E., Suite 300
Washington DC 2002-4290

Dear Chairman York:

The District Department of Transportation (DDOT) requests that the FY 2013-2018 Transportation Improvement Program (TIP) be amended to add one project, Constitution Avenue Realignment, from 23rd St NW to Theodore Roosevelt Bridge. The proposed amendment is to add \$500,000 in FY 2013 for Preliminary Engineering (NEPA), \$800,000 in FY 2013 for Final Design and \$4,000,000 in FY 2014 for Construction.

The United States Institute of Peace (USIOP) desires the realignment of a portion of Constitution Avenue NW between 23rd Street NW and the Theodore Roosevelt Memorial Bridge. The work will be to increase the distance between an edge of the USIOP building and Constitution Avenue (from 38 feet to approximately 186 feet of horizontal clearance). This work will reduce Noise and Vibration – Realign westbound Constitution Avenue NW further south to reduce the noise pollution to the USIOP; the project will provide Historical and Recreational Use – Braddock’s Rock is located immediately south of westbound Constitution Avenue with poor public access. Realigning the road south of Braddock’s Rock will allow for better public access to this National Landmark.

The project does not add additional capacity for motorized vehicles and does not require conformity analysis or public review and comment. The funding source has been identified, and the TIP will remain fiscally constrained. Therefore, DDOT requests that the TPB Steering Committee approve this amendment at its March 1, 2013 meeting.

We appreciate your cooperation in this matter. Should you have questions regarding this amendment, please contact Mark Rawlings at (202) 671-2234 or by e-mail at mark.rawlings@dc.gov. Of course, please feel free to contact me directly.

Sincerely,



Samuel Zimbabwe

Associate Director, Policy, Planning and Sustainability Administration (PPSA)

cc: Mark Rawlings, DDOT - PPSA (via e-mail)

Matt Brown, DDOT – Resource Management (via e-mail)

**DISTRICT OF COLUMBIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY13	FY14	FY15	FY16	FY17	FY18	Source Total	
FLTP	100/0/0		1,300 a	4,000 c					5,300	
			Total Funds:							5,300

Primary

Constitution Avenue Realignment

TIP ID: 6078 Agency ID: Constitution Ave. NW Title: Constitution Avenue Realignment Complete: 2015

Facility: Constitution Ave. NW
From: 23rd St. NW

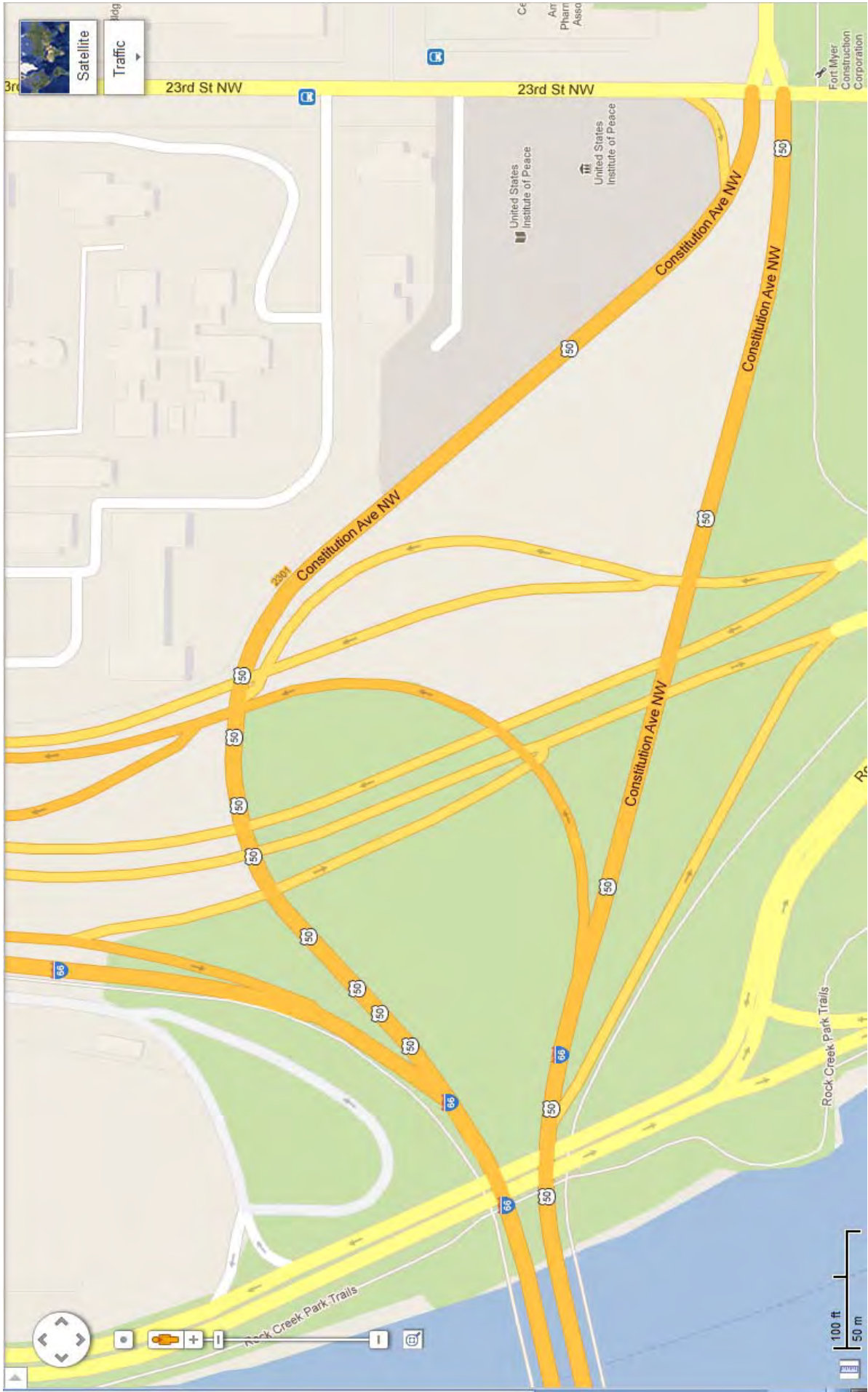
To: Theodore Roosevelt Memorial Bridge (approach)

Description: The United States Institute of Peace (USIOP) desires the realignment of a portion of Constitution Avenue NW between 23rd Street NW and the Theodore Roosevelt Memorial Bridge. The work will be to increase the distance between an edge of the USIOP building and Constitution Avenue (from 38 feet to approximately 186 feet of horizontal clearance). This work will reduce noise and vibration - realign westbound Constitution Ave. NW further south to reduce the noise pollution to the USIOP; the project will provide historical and recreational use - Braddock's Rock is located immediately south of westbound Constitution Avenue with poor public access. Realignment the road south of Braddock's Rock will allow for better public access to this National Landmark.

Amendment: Add New Project

Amend this project to the FY 2013-2018 TIP with \$1.3 million in FY 2013 for preliminary engineering (NEPA) and final design and \$4 million in FY 2014 for construction. Requested on: 3/1/2013

Area Map



ITEM 7 - Action

March 20, 2013

Approval of Amendment to the Additional Air Quality Conformity Analysis Conducted to Respond to the EPA Redesignation of the Washington Region under the 2008 Ozone National Ambient Air Quality Standards (NAAQS)

Staff

Recommendation: Adopt Resolution R11-2013 to approve an amendment to the recent 2015 forecast year air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP which was conducted to satisfy the redesignation requirements of the EPA 2008 Ozone NAAQS.

Issues: None

Background: At the February 20th meeting, notice was provided on an amendment to the recent 2015 forecast year air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP which was conducted to satisfy the redesignation requirements of the EPA 2008 Ozone National Ambient Air Quality Standards (NAAQS). After the TPB approved this new air quality conformity analysis on December 19, 2012, the EPA found adequate new mobile budgets on February 7, 2013, requiring their immediate use in air quality conformity analyses. Because this adequacy

finding occurred prior to USDOT's approval of the recent conformity analysis, this analysis must be amended to show that mobile emissions in the 2012 CLRP and FY2013-2018 TIP are below the new EPA approved mobile budgets.

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION FINDING THAT THE 2012 CONSTRAINED LONG RANGE PLAN AND
FY2013-2018 TRANSPORTATION IMPROVEMENT PROGRAM SHOW ADHERENCE
TO MOBILE BUDGETS, INCLUDING FOR THE 2015 ATTAINMENT YEAR, FOUND
ADEQUATE BY THE ENVIRONMENTAL PROTECTION AGENCY IN FEBRUARY
2013, AND THEREFORE CONFORM WITH THE REQUIREMENTS OF
THE CLEAN AIR ACT AMENDMENTS OF 1990**

WHEREAS, the National Capital Region Transportation Planning Board (TPB) has been designated by the Governors of Maryland and Virginia and the Mayor of the District of Columbia as the Metropolitan Planning Organization (MPO) for the Washington Metropolitan Area; and

WHEREAS, the U.S. Environmental Protection Agency (EPA), in conjunction with the U.S. Department of Transportation (DOT), under the Clean Air Act Amendments of 1990 (CAAA), issued on November 24, 1993 "Criteria and Procedures for Determining Conformity to State or Federal Implementation Plans of Transportation Plans, Programs, and Projects Funded or Approved Under Title 23 U.S.C. or the Federal Transit Act," and, over the years, subsequently amended these regulations and provided additional guidance, which taken together provide the specific criteria for TPB to make a determination of conformity of its financially Constrained Long Range Transportation Plan (CLRP) and Transportation Improvement Program (TIP) with the state implementation plans (SIPs) for air quality attainment within the Metropolitan Washington non-attainment area; and

WHEREAS, on December 19, 2012 the TPB approved a conformity analysis update for the 2012 Constrained Long Range Plan (CLRP) and the FY2013-2018 Transportation Improvement Program (TIP), which was performed to satisfy requirements associated with the EPA's 2008 National Ambient Air Quality Standards (NAAQS); and

WHEREAS, prior to the Federal Highway Administration's (FHWA) approval of the December 19, 2012 conformity analysis, the EPA found adequate new motor vehicle emissions budgets (MVEBs), requiring an amendment of the conformity analysis to show adherence to the newly approved mobile budgets; and

WHEREAS, on February 14, 2013, the information pertinent to the amendment of the conformity analysis was released for a 30-day public comment period and inter-agency review; and

WHEREAS, the analysis reported in *Air Quality Conformity Update Amendment of the 2012 Constrained Long Range Plan and the FY2013-2018 Transportation Improvement Program for the Washington Metropolitan Region*, dated March 20, 2013, demonstrates adherence to all mobile source emissions budgets for volatile organic compounds, nitrogen oxides, and carbon monoxide, and demonstrates that PM2.5 emissions meet the requirement that such emissions are not greater than 2002 levels, meets all regulatory, planning and interagency consultation requirements, and therefore provides the basis for a finding of conformity of the plan with the requirements of the CAAA; and

NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD determines that the 2012 Constrained Long Range Plan and the FY2013-2018 Transportation Improvement Program conform to all requirements of the Clean Air Act Amendments of 1990.

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

March 20, 2013

MEMORANDUM

TO: Transportation Planning Board

FROM: Jane A. Posey
Senior Transportation Engineer

SUBJECT: Amendment to the December 19, 2012 Air Quality Conformity Update of the 2012 CLRP & FY2013-2018 TIP

On December 19, 2012 the Transportation Planning Board (TPB) approved an updated air quality conformity analysis of the 2012 Constrained Long Range Plan and FY2013-2018 Transportation Improvement Program (TIP). This update was performed to satisfy requirements associated with the Environmental Protection Agency's (EPA's) 2008 National Ambient Air Quality Standards (NAAQS). After the TPB approves any conformity analysis, the documents are forwarded to the United States Department of Transportation (USDOT) for final approval.

In 2007 the Metropolitan Washington Air Quality Committee (MWAQC) submitted mobile budgets to EPA for approval. These budgets were submitted for a State Implementation Plan (SIP) to address the 1997 8-hour ozone standard. This SIP included 2008 Reasonable Further Progress (RFP) budgets, 2009 Attainment budgets, and a 2010 Contingency budget. In 2009 EPA found adequate the 2008 RFP budgets for use in conformity analyses, but did not act on the other mobile budgets included in the SIP.

On February 7, 2013 EPA found adequate the 2009 Attainment and 2010 Contingency budgets, requiring their immediate use in air quality conformity analyses. This approval occurred prior to USDOT's approval of the December 19, 2012 air quality conformity analysis of the 2012 CLRP and FY2013-2018 TIP. Consequently the analysis must be amended to include the newly approved mobile budgets.

In order to amend the conformity analysis, staff modified the relevant exhibits from the conformity report to show that mobile emissions in the 2012 CLRP and FY2013-2018 TIP are below the newly approved budgets. The budgets are 66.5 tons/day of Volatile Organic Compounds (VOC) and 146.1 tons/day of Nitrogen Oxides (NOx) for the 2009 Attainment Plan and 144.3 tons/day of NOx for the 2010 Contingency Plan. Exhibit 16 shows that mobile source VOC and NOx emissions for each forecast year are below the mobile budgets. Exhibits 20 and 21 present the same information in a graphical format. The updated exhibits are attached.

This information was released for a required 30-day public comment period on February 14, 2013. The comment period ended on March 16, 2013. The TPB will be asked to approve the amended conformity analysis of the 2012 CLRP and FY2013-2018 TIP at its March 20th meeting.

EXHIBIT 16

AIR QUALITY CONFORMITY UPDATE AMENDMENT

Summary Table - 8-Hour Ozone Nonattainment Area

**Mobile Source Emissions Inventories
for 2012 CLRP and the FY 2013-2018 TIP
(Tons/Day)**

	2002		2007		2015		2017		2020		2030		2040	
	VOC	NOx	VOC	NOx	VOC	NOx	VOC	NOx	VOC	NOx	VOC	NOx	VOC	NOx
I Network														
Start	18.66	9.46	10.47	5.66	6.76	3.98	6.13	3.20	5.49	2.46	5.10	1.89	5.28	1.94
Running	54.72	219.02	33.01	142.85	23.37	73.34	21.88	57.24	20.47	41.88	21.19	29.33	22.90	29.71
Soak	8.53	-----	7.80	-----	6.16	-----	5.53	-----	4.71	-----	3.86	-----	4.07	-----
II Off-Network														
Diurnal	2.36	-----	2.05	-----	1.37	-----	1.21	-----	1.07	-----	0.71	-----	0.80	-----
Resting Loss	11.93	-----	9.43	-----	6.75	-----	5.91	-----	4.52	-----	3.02	-----	3.41	-----
Local Roads	9.91	11.39	5.96	7.89	4.06	4.47	3.78	3.64	3.52	2.87	3.59	2.40	3.79	2.50
School Buses	0.42	5.97	0.43	5.64	0.27	3.10	0.25	2.61	0.22	1.92	0.17	0.63	0.16	0.27
Transit Buses	0.38	6.51	0.25	5.36	0.17	2.46	0.14	1.85	0.13	1.28	0.13	0.44	0.13	0.28
Auto Access	1.29	1.59	0.77	0.94	0.45	0.58	0.52	0.49	0.47	0.41	0.43	0.35	0.45	0.37
Total	108.20	253.93	70.17	168.35	49.45	87.93	45.34	69.02	40.60	50.82	38.20	35.04	40.99	35.05

Mobile Emissions Budgets:	66.50	144.30	66.50	144.30	66.50	144.30	66.50	144.30	66.50	144.30	66.50	144.30	66.50	144.30
Budget Adherence Margin:	17.05	56.37	21.16	75.28	25.90	93.48	28.30	109.26	25.51	109.25				

EXHIBIT 20

AIR QUALITY CONFORMITY UPDATE **AMENDMENT**

Mobile Source VOC Emissions for the 8-Hour Ozone Nonattainment Area 2012 CLRP & FY 2013-2018 TIP

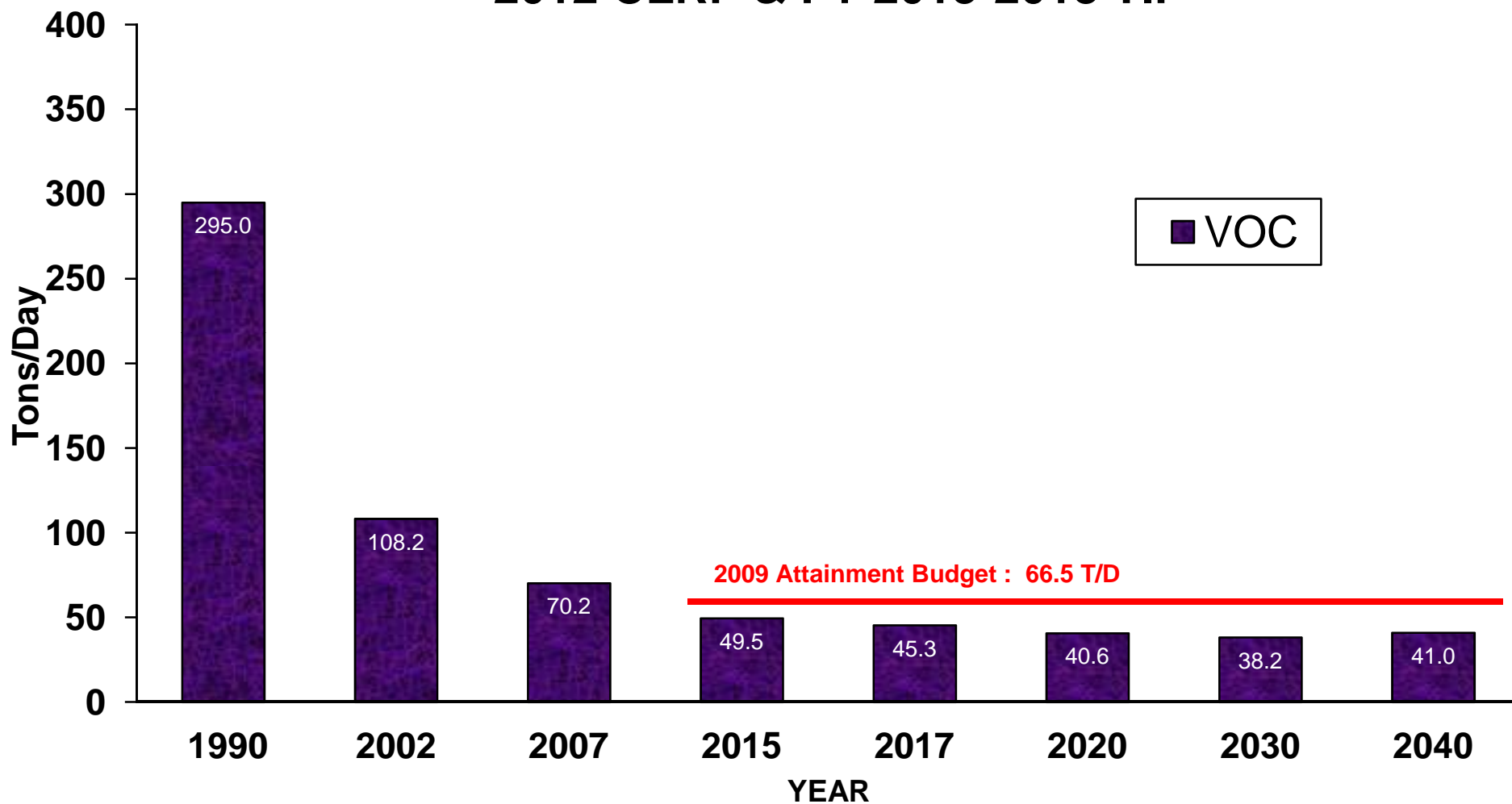
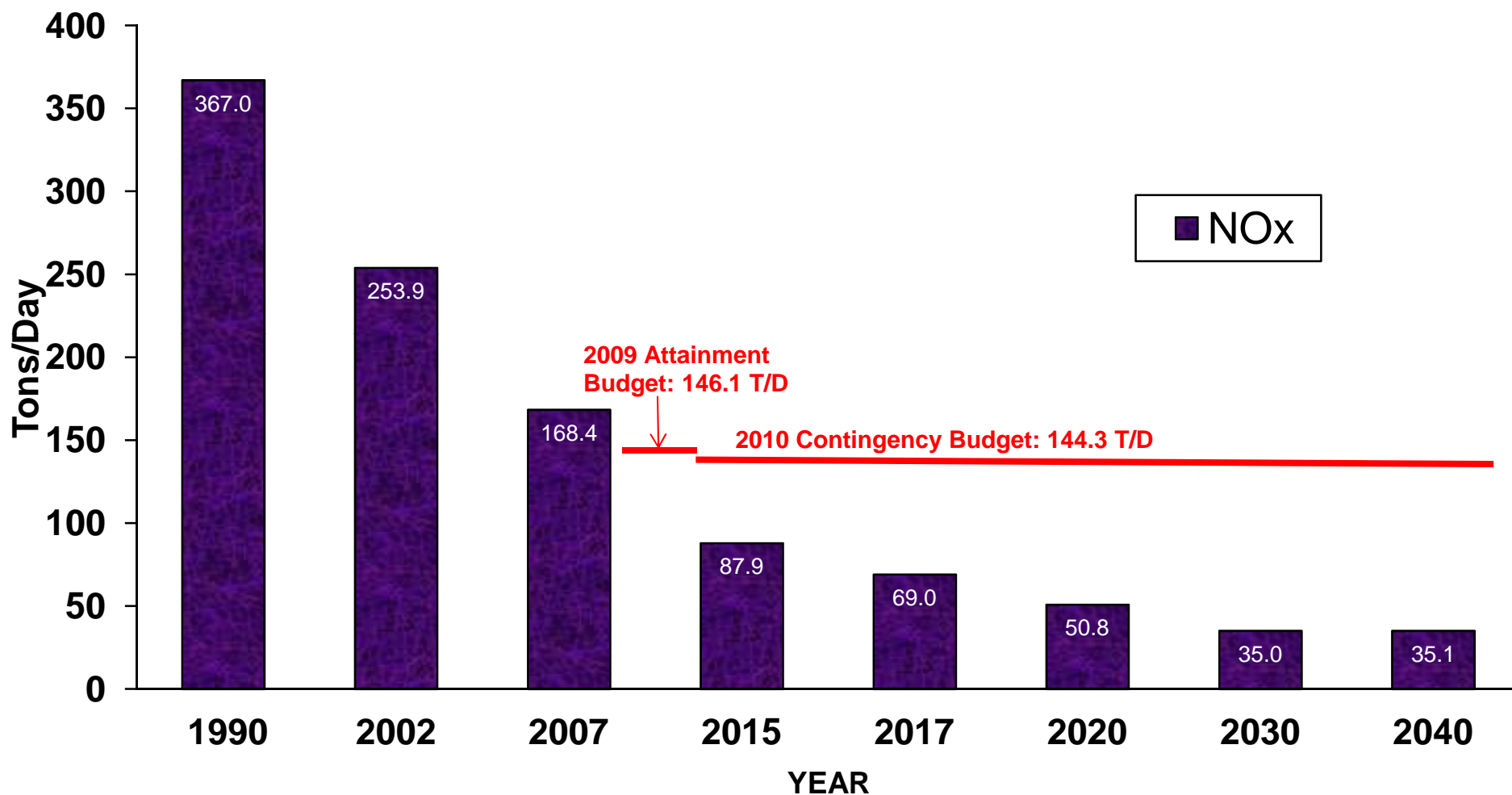


EXHIBIT 21

AIR QUALITY CONFORMITY UPDATE AMENDMENT

Mobile Source NOx Emissions for the 8-Hour Ozone Nonattainment Area 2012 CLRP & FY2013-2018 TIP



ITEM 8 - Action

March 20, 2013

Approval of Amendments to the FY 2013 Unified Planning Work Program (UPWP), and Approval of FY 2013 UPWP Carryover Funding to FY 2014

Staff

Recommendation: Adopt Resolution R12-2013 to amend the FY 2013 UPWP.

Adopt Resolution R13-2013 to approve the FY 2013 carryover funding to FY 2014.

Issues: None

Background: The Technical Committee at its March 1 meeting reviewed and approved the proposed carryover activities and budgets from the FY 2013 UPWP to the FY 2014 UPWP.

The final version of the FY 2014 UPWP will incorporate this carryover funding into the final work program to be submitted to the state departments of transportation and the Federal Highway and Transit Administrations.

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION TO AMEND THE FY 2013 UNIFIED PLANNING WORK PROGRAM
(UPWP) TO INCLUDE REVISED WORK STATEMENTS AND THE BUDGETS**

WHEREAS, the Joint Planning Regulations issued in February 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require a Unified Planning Work Program for Transportation Planning (UPWP); and

WHEREAS, the UPWP is required as a basis and condition for all funding assistance for transportation planning to state, local, and regional agencies by the FHWA and FTA; and

WHEREAS, the FY 2013 UPWP for the Washington Metropolitan Area was approved by the TPB on March 21, 2012; and

WHEREAS, revised work statements and budgets for projects in the FY 2013 UPWP have been developed by staff, the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) to modify projects and identify funding which will be carried over into FY 2014, as described in the attached materials;

WHEREAS, at its March 1, 2013 meeting, the TPB Technical Committee was briefed on the proposed revised work statements and budgets for projects in the FY 2013 UPWP and recommended approval by the TPB;

NOW, THEREFORE, BE IT RESOLVED THAT the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD amends the FY 2013 UPWP to include revised work statements and budgets, as described in the attached Memorandum of March 13, 2013 entitled: "FY 2013 UPWP Amendments to Include Revised Work Statements and Budgets" (pages A-1 through A-11).

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

MEMORANDUM

March 13, 2013

TO: Transportation Planning Board

FROM: Gerald Miller
Director, Program Coordination
Department of Transportation Planning

SUBJECT: FY 2013 UPWP Amendments to Include Revised Work Statements and Budgets

Attached are pages excerpted from the current FY 2013 UPWP indicating changes to the work statements and/or budgets for the following:

- **4.B. GIS Technical Support:** Carryover \$100,000, which is available due to the unavailability of technical staff to work on the enhancement of the GIS-based transportation network management editing tools in FY 2013. Consultant assistance will be sought to help carry out and complete this task in FY 2014.
- **5.B. Congestion Monitoring and Analysis:** Carryover \$90,000, which is available due to changes in methods for monitoring arterial highway congestion, from field data collection to use of probe-based data (currently available free of charge from the I-95 Corridor Coalition Vehicle Probe Project). This will help support the funding of complementary aerial-photography-based freeway data collection in FY2014, undertaken on a three-year cycle since 1993, and last undertaken in FY2011. This will also enhance the ability of regional congestion monitoring to be responsive in FY2014 to new MAP-21 performance measurement requirements as relevant federal regulations and guidance are issued.
- **5.C. Travel Surveys and Analysis:** Carryover \$430,000, which will be used to collect household travel survey data from 2,400 households in six specified geographic subareas in the fall of 2013 rather than in the spring.

6. Technical Assistance

- Maryland: Reduce budgets for seven projects, and carry over \$300,024 for eight projects to FY 2014.
- Virginia: Reduce three project budgets, and carry over \$238,518 for two projects to FY 2014.

The total FY 2013 funding to be carried over is \$1,158,000

Deletions are shown in ~~strikeout~~ and additions in **bold**.

PROPOSED AMENDMENTS TO THE FY 2013 UPWP

4. B. GIS TECHNICAL SUPPORT

Under this work activity staff will provide Geographic Information System (GIS) data and technical support to users of the COG/TPB GIS for many important TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.

The following work activities are proposed for FY 2013:

- Provide data and technical support to staff using the COG/TPB GIS for development and distribution of data and information developed by the TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.
- Provide ongoing maintenance and support of enhanced GIS-based transportation network management and editing tools and TPBMAN geodatabase.
- ~~Enhance GIS-based transportation network management and editing tools based on user experience.~~
- Enhance the COG/TPB GIS Spatial Data Library with updated transportation and non-transportation features as these data become available.
- Add additional transportation attribute data, land use features and imagery data to the COG/TPB GIS Spatial Data Library.
- Update GIS Spatial Data Library documentation, GIS User Guides and technical documentation of various GIS software applications as required.
- Maintain and update an intranet-based GIS Project Information Center that lists and describes DTP GIS databases and applications currently being developed, as well as those that are currently available.
- Train staff on use of GIS databases for transportation planning.
- Continue to coordinate the regional GIS activities with state DOTs, WMATA, and the local governments through COG's GIS Committee and subcommittees.
- Maintain and update COG/TPB's GIS-related hardware and software.
- Respond to request for COG/TPB GIS metadata, databases, and applications.

Oversight: Technical Committee

Estimated Cost: \$548,800 **448,800**

Products: Updated GIS software, databases, User Documentation, Training materials, Support and enhancement of GIS procedures to develop and manage transportation networks.

Schedule: June 2013

5. B. CONGESTION MONITORING AND ANALYSIS

Congestion Monitoring supplies data for the Congestion Management Process (Item 2A) and Models Development (Item 4C). The program monitors congestion on both the freeway and the arterial highway systems, to understand both recurring and non-recurring congestion. ~~Data collection methods include a combination of aerial surveys, field data collection, and/or data procured~~ **are obtained** from private sources. Examples of emerging technologies include probe-based data and Bluetooth-based data. In FY2012, an analysis of data collection methods was undertaken in light of evolving technologies and needs. ~~The combination of data collection and analysis to be undertaken in FY2013 will be in accordance with the results of the FY2012 methods study.~~

Oversight: MOITS Technical Subcommittee

Cost Estimate: ~~\$350,000~~ **\$260,000**

Products: Transportation systems monitoring data sets and analysis reports

Schedule: June 2013

5. C. TRAVEL SURVEYS AND ANALYSIS

Household Travel Survey

In FY 2012, the 2007/2008 Regional Household Travel Survey data was supplemented with collection of household travel survey data from 4800 households in 14 focused geographic subareas of the region. This additional household travel survey data collection was in response to the need expressed by local jurisdiction users of the household travel survey to have additional household samples in smaller geographic subareas to analyze specific aspects of daily travel behavior in these smaller geographic areas. In FY 2013, addition household travel survey data will be collected from 2,400 households in 7 additional geographic subareas of the region. Staff a will continue to support users of TPB household travel survey data, update user documentation and provide technical assistance to the users of these survey data as required.

The following work activities are proposed for FY 2013:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey and the Geographically-Focused Household Surveys conducted in 2011/2012. Update of survey data files and user documentation as required.

- Continue to mine data collected in the 2007/2008 Regional Household Travel Survey the Geographically-Focused Household Surveys conducted in 2011/2012 support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the TPB modeled area.
- ~~Collect household travel survey data for 2,400 households in six focused geographic subareas of the region for more intensive analysis of specific growth and transportation issues. Examples of focused geographic subarea could include Metrorail station areas of a specific type, highway corridors with recent or planned major improvements, proposed light rail study area, or regional activity centers of with specific characteristics. *Proposed focused geographic subareas for FY 2013 include: (1) Federal Center/Southwest/Navy Yard in DC (2) H Street Corridor NE in DC (3) Silver Spring in Montgomery County (4) US 1/Green Line in Prince George's County (6) City of Fairfax and (6) City of Manassas. The proposed geographic subareas will be reviewed and subject to refinement by the TPB Technical Committee and local jurisdiction planning staff.*~~

Oversight: Travel Forecasting Subcommittee

Estimated Cost: ~~\$706,300~~ **276,300**

Product: Household Travel Survey Data Collection and Processing, Household Travel Survey Analyses, Information Reports and Technical Memorandum, Maintenance of Travel Survey Data and Documentation

Schedule: June 2013

6. TECHNICAL ASSISTANCE

B. MARYLAND

1. Program Development Management

This work task will account for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time needed for the development of the annual planning work program.

Cost Estimate: ~~\$30,000~~ **15,000**
 \$10,000 carryover from FY 2012
~~\$40,000~~ **25,000** total

Schedule: On-going activity

2. Project Planning Studies

This work task will account for DTP staff time associated with the development of scopes of work for requested projects. The work scopes will account for technical support in travel demand modeling and alternative evaluations of ongoing and upcoming project planning studies. Work activities will also involve meeting with requesting agencies to discuss proposed projects, drafting and finalizing work statements and tasks, creating projects when authorized, attending project team meetings and progress reporting.

Cost Estimate: ~~\$400,000~~ **20,000**
 \$90,000 carryover from FY 2012
 ~~\$190,000~~ **110,000** total

Schedule: On-going activity

3. Feasibility/Special Studies

This work task will provide funding to support technical support on feasibility/special studies as requested by MDOT, SHA and other agencies. Work may include but not be limited to technical support in ongoing corridor/subarea studies, and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities and scenario analyses. Project authorizations may occur throughout the fiscal year as priorities dictate to address transportation planning initiatives and strategic goals of MDOT, SHA and other agencies.

Cost Estimate: ~~\$160,000~~ **90,000**
 \$70,000 carryover from FY 2012
 ~~\$230,000~~ **160,000** total

Schedule: On-going activity

4. Transportation Performance Measures

Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$10,000
 \$38,000 carryover from FY 2012
 \$48,000 total

Schedule: On-going activity

System Wide Evaluation: This work effort is designed: (1) to provide MDOT and SHA staff with information relating to the effectiveness of ongoing and planned regional congestion monitoring activities in the Maryland portion of the region, (2) to examine the effectiveness of such programs, including the use of before and after studies (primarily through literature reviews and analysis of existing data rather than through new collection of primary data), and (3) to evaluate the environmental impacts of projects in terms of GHG and possibly other pollutants. TPB staff will periodically brief MDOT and SHA staff to keep them informed of regional congestion monitoring activities and to discuss possible new initiatives.

Sub-Item Cost Estimate: \$13,000
 \$82,000 carryover from FY 2012
 \$95,000 total

Schedule: On-going activity

Traffic Impacts Evaluation: This work effort is designed to assess on a comprehensive scale the transportation impacts of development, through the analysis of such development at the local, subarea, corridor and regional levels. Different methods and evaluation criteria will be assessed for a variety of projects to appropriately consider their impacts, ranging from delay at intersections for localized studies, to travel modeling and aggregate systems level impacts for larger projects.

Sub-Item Cost Estimate: \$10,000
 \$20,000 carryover from FY 2012
 \$30,000 total

Schedule: On-going activity

Cost Estimate: \$33,000
 \$140,000 carryover from FY 2012
 \$173,000 total

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

This work task will account for coordination on periodic updates of the transportation networks, land use files, and the model itself with MDOT, SHA and other modals. This task will also account for various presentations and training activities for MDOT, SHA and other modal staff on the latest regional data and modeling procedures. Staff will continue to coordinate with MDOT, SHA and other modal staff on applications of modeling procedures on projects carried at the state level.

Cost Estimate: ~~\$40,000~~
 \$20,000 carryover from FY 2012
 ~~\$30,000~~ **20,000** total

Schedule: On-going activity

6. Statewide Transportation Model Support

This project is designed to assist SHA in the development of, and the evaluation of results from the Maryland Statewide Transportation Travel Model. The model is being developed in order to analyze travel at a macroscopic level, i.e., statewide / multiple states, with a view to assessing impacts in Maryland of alternative growth scenarios and other forecast assumptions.

Cost Estimate: \$60,000 0
Product: Technical Memoranda
Schedule: June 2013

7. Transportation / Land Use Connections Program

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region in order to facilitate integrating land use and transportation planning at the community level. Begun as a 6 month regional pilot program in January 2007, the project was very well received. It was not only continued in subsequent years, but Maryland supplemented the regional effort with additional funds. This project continues those efforts by similarly reserving such supplemental funds to be distributed in fiscal year 2012.

Cost Estimate: \$160,000
Product: Grant awards, technical reports from contractors
Schedule: June 2013

8. Human Services Transportation Study

Pursuant to the National Capital Region's Human Service Transportation Coordination Plan, we propose an in-depth study of existing and forecast unmet need for specialized transportation in the region for the purpose of identifying alternate service delivery models and funding mechanisms. With the substantial shift of these services from being provided by human service agencies to the public transit industry, gaps have been observed in the level of service provided by ADA paratransit and the level of service required by human service agency constituents. The proposed study would include (1) a gap analysis between the two levels of service and an inventory of unmet need for the higher level of service; (2) research, perhaps in the form of case studies, on the specific needs of human service agencies and an assessment of their existing and potential ability to provide transportation services at the desired service level; and (3) an examination of the resources and funding mechanisms available from public transit and human service agencies and their funding jurisdictions to empower human service agencies to become self-sufficient in addressing their constituents' transportation needs.

The total project budget is \$90,000. Funding will include \$60,000 from WMATA and \$30,000 from the MDOT Technical Assistance Program.

Cost Estimate: \$30,000

Schedule: June 2013

9. Other Tasks yet to be defined

Other tasks are anticipated but not yet defined. This project is established to account for TPB staff time spent in responding to requests for technical assistance by MDOT, SHA, other modals and jurisdictions whose scope of work or characteristics do not conform to the other work tasks of the Maryland Technical Assistance Program. Work under this project will be performed upon authorization by MDOT, SHA and/or other modals and jurisdictions.

Cost Estimate: \$15,024
\$50,000 carryover from FY 2012
~~\$65,024~~ **0** total

TOTAL MARYLAND COST ESTIMATE: ~~\$598,024~~ **348,000**
~~\$380,000~~ **330,000** carryover from FY 2012
~~\$978,024~~ **678,000** total

C. VIRGINIA

1. Data/Documentation Processing

This work element accounts for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents from Northern Virginia as advised by VDOT throughout the year.

Cost Estimate: ~~\$25,000~~ **13,000**

Product: Data, documentation, scopes of work, progress reports

2. Travel Monitoring and Survey

This program will establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and analysis may include volume and occupancy data, travel time data, and other information. The program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

Cost Estimate: ~~\$125,000~~ **180,354**
\$75,000 carryover from FY 2012
~~\$200,000~~ **255,354** total

Products: Program management plan, data and analysis,

technical memorandum

Schedule: On-going activity

3. Travel Demand Modeling

This project is designed to assist VDOT in the development of, and the evaluation of results from the regional transportation travel demand model, as adapted for its use by VDOT. Specific tasks undertaken will be identified throughout the year and are likely to include: developing forecasts and/or extracting specific information from the regional model forecasts for specific scenarios/options evolving out of ongoing studies and/or project planning efforts; and assistance with documentation, training and customization of the regional travel demand forecasting model for the Northern Virginia sub-area per VDOT's requirements.

Cost Estimate: ~~\$86,048~~ **10,694**

Products: Customized travel demand model, technical memoranda.

Schedule: On-going activity

4. Regional and Sub-regional Studies

This project provides support for technical analysis for planning studies throughout the year as identified and requested by VDOT and/or VDRPT. Work may include but not be limited to technical support in ongoing corridor/subarea studies, and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. The Commonwealth requires VDOT to review and comment on the technical reports for a variety of local development proposals. Such reports are referred to as "Section 527 reports." Tasks undertaken under this work element could involve staff assisting VDOT in the review and/or analysis of such Section 527 reports. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed at addressing the congestion and mobility challenges in Northern Virginia. This evaluation could be examined in terms of level of service, delay, and other mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects/programs.

Cost Estimate: ~~\$368,173~~ **161,655**
\$194,489 carryover from FY 2012
~~\$562,662~~ **356,144** total

Products: Travel demand modeling and technical analysis in support of Northern Virginia regional and sub-regional planning studies

Schedule: On-going activity

5. Other Tasks to be Defined

Other tasks are anticipated but not yet defined.

TOTAL VIRGINIA COST ESTIMATE: ~~\$529,221~~ **290,703**
 \$344,489 carryover from FY 2012
 ~~\$873,710~~ **635,192** total

**TPB R13-2013
March 20, 2013**

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION TO APPROVE
CARRYOVER FUNDING FROM FY 2013 TO THE FY 2014
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Joint Planning Regulations issued February 14, 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require a Unified Planning Work Program for Transportation Planning (UPWP); and

WHEREAS, the UPWP is required as a basis and condition for all funding assistance for transportation planning to state, local, and regional agencies by the FHWA and FTA; and

WHEREAS, the FY 2013 UPWP for the Washington Metropolitan Area was adopted by the TPB on March 21, 2012; and

WHEREAS, project work statements and budgets for carryover from FY 2013 to FY 2014 have been developed for three projects in the core program and the Technical Assistance Programs of the Maryland Department of Transportation (MDOT) and the Virginia Department of Transportation (VDOT);

NOW, THEREFORE, BE IT RESOLVED THAT: THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves the work statements and budgets for carryover funding from FY 2013 to FY 2014 as described in the attached Memorandum of March 13, 2013 entitled "FY 2013 Carryover Work Statements and Budgets for the FY 2014 UPWP" (pages B-1 through B-12).

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290 (202) 962-3310 Fax: (202) 962-3202

M E M O R A N D U M

March 13, 2013

TO: Technical Committee

FROM: Gerald Miller
Director, Program Coordination
Department of Transportation Planning

SUBJECT: FY 2013 Carryover Work Statements and Budgets for the FY 2014 UPWP

Attached are pages excerpted from the draft FY 2014 UPWP with changes and additions shown in **bold** to reflect the carryover funding from FY 2013 to FY 2014. The FY 2014 work elements affected by the FY 2013 carryover funding are as follows:

- **4.B. GIS Technical Support:** Carryover of \$100,000 which will be used for consultant support in the migration and enhancement of GIS-based TPB transportation network management editing tools in a new ArcGIS 10 .NET framework.
- **5.B. Congestion Monitoring and Analysis:** Carryover \$90,000, which is available due to changes in methods for monitoring arterial highway congestion from field data collection to use of probe-based data (currently available free of charge from the I-95 Corridor Coalition Vehicle Probe Project). This will help support the funding of complementary aerial-photography-based freeway data collection in FY2014, undertaken on a three-year cycle since 1993, and last undertaken in FY2011. This will also enhance the ability of regional congestion monitoring to be responsive in FY2014 to new MAP-21 performance measurement requirements as relevant federal regulations and guidance are issued.
- **5.C. Travel Surveys and Analysis:** Carryover \$430,000, which will be used to collect household travel survey data from 2,400 households in six specified geographic subareas in the fall of 2013 rather than in the spring.
- **6. Technical Assistance**
 - Maryland: Carryover \$300,024 for eight projects
 - Virginia: Carryover \$238,518 for two projects

The total FY 2013 funding to be carried over is \$1,158,542

The final version of the FY 2014 UPWP will combine the carryover funding and new funding into one work program for submission to FTA and FHWA. The proposed budget levels for these carryover projects are shown in Table A.

Deletions are shown in strikeout and additions in **bold**.

PROJECT CARRYOVER FROM FY2013 TO FY2014 BY FUNDING SOURCE

WORK ACTIVITY	FY2013 FUNDS	FTA/STATE/ LOCAL	FHWA/STATE/ LOCAL
4. DEVELOPMENT OF NETWORKS AND MODELS			
B. GIS Technical Support	100,000	23,743	76,257
5. TRAVEL MONITORING			
B. Congestion Monitoring and Analysis	90,000	21,369	68,631
C. TRAVEL SURVEYS & ANALYSIS	430,000	102,095	327,905
Core ProgramTotal	620,000	147,207	472,793
6. TECHNICAL ASSISTANCE			
B. Maryland	300,024	76,831	223,193
C. Virginia	238,518	55,504	183,014
Subtotal	538,542	132,335	406,207
Grand Total	1,158,542	279,543	878,999
TOTAL	1,158,542	279,543	878,999

CARRYOVER WORK STATEMENTS AND FUNDING FOR THE FY 2014 UPWP

4. B. GIS TECHNICAL SUPPORT

Under this work activity staff will provide Geographic Information System (GIS) data and technical support to users of the COG/TPB GIS for many important TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.

The following work activities are proposed for FY 2014:

- Provide data and technical support to staff using the COG/TPB GIS for development and distribution of data and information developed by the TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.
- **Convert and enhance GIS-based TPB transportation network management editing tools in a ArcGIS 10 .NET framework.**
- Provide ongoing maintenance and support of GIS-based transportation network management and editing tools.
- Enhance GIS-based transportation network management and editing tools based on user experience.
- Enhance the COG/TPB GIS Spatial Data Library with updated transportation and non-transportation features as these data become available.
- Add additional transportation attribute data, land use features and imagery data to the COG/TPB GIS Spatial Data Library.
- Update GIS Spatial Data Library documentation, GIS User Guides and technical documentation of various GIS software applications as required.
- Maintain and update an intranet-based GIS Project Information Center that lists and describes DTP GIS databases and applications currently being developed, as well as those that are currently available.
- Train staff on use of GIS databases for transportation planning.
- Continue to coordinate the regional GIS activities with state DOTs, WMATA, and the local governments through COG's GIS Committee and subcommittees.
- Maintain and update COG/TPB's GIS-related hardware and software.

- Respond to request for COG/TPB GIS metadata, databases, and applications.

Oversight: Technical Committee

Estimated Cost: \$548,800
\$100,000 carryover from FY 2013
\$648,800 total

Products: Updated GIS software, Databases, User Documentation and Training materials; **Enhancement** and support of GIS transportation network management.

Schedule: June 2014

5. B. CONGESTION MONITORING AND ANALYSIS

Congestion Monitoring supplies data for the Congestion Management Process (CMP - Item 2A) and Models Development (Item 4C). The program monitors congestion on both the freeway and the arterial highway systems, to understand both recurring and non-recurring congestion. Data collection methods include a combination of aerial surveys, field data collection, and/or data procured from private sources. Examples of emerging technologies include probe-based data and Bluetooth-based data. As part of three-year cycles since 1993, in spring 2014 an aerial survey of the region's freeway system will be conducted, results to be coordinated with other data sources under this task as well as the Congestion Management Process. Data collection methods and sources for both freeways and arterials will also be examined from the perspective of MAP-21 requirements, especially as related to the CMP.

Oversight: MOITS Technical Subcommittee

Cost Estimate: \$350,000
\$90,000 carryover from FY 2013
\$440,000 total

Products: Transportation systems monitoring data sets and analysis reports from the aerial survey of the region's freeways; documentation as necessary supporting MAP-21 requirements of congestion monitoring and analysis

Schedule: June 2014

5. C. TRAVEL SURVEYS AND ANALYSIS

In FY 2012-2013, the 2007/2008 Regional Household Travel Survey data was supplemented with collection of household travel survey data from 4800 households in 14 focused geographic subareas of the region. This additional household travel survey data collection was in response to the need expressed by local jurisdiction users of the

household travel survey to have additional household samples in smaller geographic subareas to analyze specific aspects of daily travel behavior in these smaller geographic areas. In FY 2014, staff will continue to support users of TPB household travel survey data, update user documentation and provide technical assistance to the users of these survey data and collect additional household travel survey data.

The following work activities are proposed for FY 2014:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey and the Geographically-Focused Household Surveys conducted in 2011-2013. Update of survey data files and user documentation as required.
- Continue to mine data collected in the 2007/2008 Regional Household Travel Survey the Geographically-Focused Household Surveys conducted in 2011-2013 support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the TPB modeled area.
- **Collect household travel survey data for 2,400 households in six focused geographic subareas of the region for more intensive analysis of specific growth and transportation issues. Examples of focused geographic subareas could include Metrorail station areas of a specific type, highway corridors with recent or planned major improvements, proposed light rail study areas, or regional activity centers with specific characteristics. *Proposed focused geographic subareas for FY 2014 include: (1) St Elizabeths/Anacostia (2) Fort Totten (3) Greenbelt (4) Kentlands (5) Tysons (6) Leesburg. The proposed geographic subareas will be reviewed and subject to refinement by the TPB Technical Committee and local jurisdiction planning staff.***

Oversight: Travel Forecasting Subcommittee

Estimated Cost: \$706,300
\$430,000 carryover from FY 2013
\$1,136,300 total

Product: Household Travel Survey Data Collection and Processing, Household Travel Survey Analyses, Information Reports and Technical Memorandum, Maintenance of Travel Survey Data and Documentation

Schedule: June 2014

6. TECHNICAL ASSISTANCE

B. MARYLAND

1. Program Development Management

This work task will account for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time needed for the development of the annual planning work program.

Cost Estimate: \$15,000
 \$15,000 carryover from FY 2013
 \$30,000 total

Schedule: On-going activity

2. Project Planning Studies

This work task will account for DTP staff time associated with the development of scopes of work for requested project. The work scope will account for technical support in travel demand modeling and alternative evaluations of ongoing and upcoming project planning studies. Work activities will also involve meeting with requesting agencies to discuss proposed projects, drafting and finalizing work statements and tasks, creating projects when authorized, attending project team meetings and progress reporting

Cost Estimate: \$100,000
 \$80,000 carryover from FY 2013
 \$180,000 total

Schedule: On-going activity

3. Feasibility/Special Studies

This work task will provide funding to support technical support on feasibility/special studies as requested by MDOT, SHA and other agencies. Work may include but not limited to technical support in ongoing corridor/subarea studies, initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities and scenario analyses. Project authorizations may occur throughout the fiscal year as priorities dictate to address transportation planning initiatives and strategic goals of MDOT, SHA and other agencies.

Cost Estimate: \$200,000
 \$70,000 carryover from FY 2013
 \$270,000 total

Schedule: On-going activity

4. Transportation Performance Measures

Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$15,000
 \$30,000 carryover from FY 2013
 \$45,000 total

Schedule: On-going activity

System Wide Evaluation: This work effort is designed: (1) to provide MDOT and SHA staff with information relating to the effectiveness of ongoing and planned regional congestion monitoring activities in the Maryland portion of the region, (2) to examine the effectiveness of such programs, including the use of before and after studies (primarily through literature reviews and analysis of existing data rather than through new collection of primary data), and (3) to evaluate the environmental impacts of projects in terms of GHG and possibly other pollutants. TPB staff will periodically brief MDOT and SHA staff to keep them informed of regional congestion monitoring activities and to discuss possible new initiatives.

Sub-Item Cost Estimate: \$30,000
 \$45,000 carryover from FY 2013
 \$75,000 total

Schedule: On-going activity

Traffic Impacts Evaluation: This work effort is designed to assess on a comprehensive scale the transportation impacts of development, through the analysis of such development at the local, subarea, corridor and regional levels. Different methods and evaluation criteria will be assessed for a variety of projects to appropriately consider their impacts, ranging from delay at intersections for localized studies, to travel modeling and aggregate systems level impacts for larger projects.

Sub-Item Cost Estimate: \$18,000
 \$30,000 carryover from FY 2013
 \$48,000 total

Schedule: On-going activity

Cost Estimate: \$63,000
\$105,000 carryover from FY 2013
\$168,000 total

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

For training purposes, this work task will account for presentations and other forms of updating for MDOT, SHA and other modal staff on the latest regional data, modeling procedures, interagency coordination on periodic updates of the transportation networks, land use files, and the model itself. This task will also account for miscellaneous other tasks ranging for non motorized data collection activities, organization and mapping of data, and other forms of database building in support of ongoing and upcoming planning activities of MDOT, SHA and other model staff.

Cost Estimate: \$20,000
\$10,000 carryover from FY 2013
\$30,000 total

Schedule: On-going activity

6. Transportation / Land Use Connections Program

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region in order to facilitate integrating land use and transportation planning at the community level. Begun as a 6 month regional pilot program in January 2007, the project was very well received. It was not only continued in subsequent years, but Maryland supplemented the regional effort with additional funds.

Cost Estimate: \$160,000

Product: Grant awards, technical reports from contractors

Schedule: June 2014

7. Human Services Transportation Study Follow-on and Support

In FY2013 a human service transportation coordination study identified alternate service delivery models and funding mechanisms for the regional MetroAccess paratransit service, with a focus on Suburban Maryland. The study identified potential human service transportation coordination models and recommended an action plan for a pilot project with non-profit agencies serving people with developmental disabilities in Suburban Maryland. The study was jointly funded under the FY2013 UPWP Maryland and WMATA Technical Assistance work elements and was facilitated by the TPB staff. In FY2014, TPB staff will provide follow-up to the study, including additional work with MDOT, MTA, non-profit agencies, and private transportation providers to assist with implementation of the action plan. Additional work could include research, data collection, and stakeholder meetings to

advance the action plan, and assessing existing MetroAccess alternatives in Suburban Maryland to support high quality and cost efficient transportation for people with disabilities.

Cost Estimate: \$40,000

Schedule: June 2014

8. Other Tasks yet to be defined

Other tasks are anticipated but not yet defined. This project is established to account for TPB staff time spent in responding to requests for technical assistance by MDOT, SHA, other modal agencies and jurisdictions whose scope of work or characteristics do not conform to the other work tasks of the Maryland Technical Assistance Program. Work under this project will be performed upon authorization by MDOT, SHA and/or other modal agencies and jurisdictions.

Cost Estimate: **\$20,024 carryover from FY 2013**
\$20,024 total

TOTAL MARYLAND COST ESTIMATE: \$598,000
\$300,024 carryover from FY 2013
\$898,024 total

C. VIRGINIA

1. Data/Documentation Processing

This work element accounts for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents from Northern Virginia as advised by VDOT throughout the year.

Cost Estimate: \$15,000

Product: Data, documentation, scopes of work, progress reports

2. Travel Monitoring and Survey

This program will establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and analysis may include volume and occupancy data, travel time data, and other information. The program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

Cost Estimate: \$150,000

Products: Program management plan, data and analysis, technical

memorandum

Schedule: On-going activity

3. Travel Demand Modeling

This project is designed to assist VDOT in the development of, and the evaluation of results from the regional transportation travel demand model, as adapted for its use by VDOT. Specific tasks undertaken will be identified throughout the year and are likely to include: developing forecasts and/or extracting specific information from the regional model forecasts for specific scenarios/options evolving out of ongoing studies and/or project planning efforts; and assistance with documentation, training and customization of the regional travel demand forecasting model for the Northern Virginia sub-area per VDOT's requirements.

Cost Estimate: \$50,000

Products: Customized travel demand model, technical memoranda.

Schedule: On-going activity

4. Regional and Sub-regional Studies

This project provides support for technical analysis for planning studies throughout the year as identified and requested VDOT and/or VDRPT. Work may include but not be limited to technical support in ongoing corridor/subarea studies, and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. The Commonwealth requires VDOT to review and comment on the technical reports for a variety of local development proposals. Such reports are referred to as "Section 527 reports." Tasks undertaken under this work element could involve staff assisting VDOT in the review and/or analysis of such Section 527 reports. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed at addressing the congestion and mobility challenges in Northern Virginia. This evaluation could be examined in terms of level of service, delay, and other mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects/programs.

Cost Estimate: \$314,200
\$238,518 carryover from FY 2013
\$552,718 total

Products: Travel demand modeling and technical analysis in support of Northern Virginia regional and sub-regional planning studies

Schedule: On-going activity

5. Other Tasks to be Defined

Other tasks anticipated but not yet defined.

TOTAL VIRGINIA COST ESTIMATE: \$529,200
 \$238,518 carryover from FY 2013
 \$767,718 total

ITEM 9 - Action

March 20, 2012

Approval of FY 2014 Unified Planning Work Program (UPWP)

Staff

Recommendation: Receive briefing on the final UPWP for FY 2014 (July 1, 2013 through June 30, 2014) and adopt Resolution R14-2013 to approve it.

Issues: None

Background: The TPB was briefed on the outline and budget at the January 23, 2013 meeting. The draft FY 2014 UPWP was released for public comment on February 14. The Technical Committee reviewed the outline and budget on January 11 and reviewed the draft document on February 1. On March 1, the Technical Committee reviewed the proposed carryover activities and budgets from FY 2013 and recommended approval of the FY 2014 UPWP and the FY 2013 carryover activities and budgets by the TPB.

TPB R14-2013
March 20, 2013

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002-4201**

**RESOLUTION APPROVING THE FY 2013 UNIFIED PLANNING WORK PROGRAM
FOR TRANSPORTATION PLANNING**

WHEREAS, the Joint Planning Regulations issued February 14, 2007 by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) require a Unified Planning Work Program (UPWP) for Transportation Planning; and

WHEREAS, the Unified Planning Work Program is required as a basis and condition for all funding assistance for transportation planning to state, local and regional agencies by the FTA and FHWA; and

WHEREAS, the FY 2013 Unified Planning Work Program for Transportation Planning for the Washington Metropolitan Region was approved by the Transportation Planning Board (TPB) on March 21, 2012; and

WHEREAS, on February 14, 2013, the TPB released the draft FY 2014 UPWP for public comment; and

WHEREAS, the TPB Technical Committee reviewed the outline and budget on January 11, 2013 and the draft document on February 1, and recommended approval by the TPB of the final draft FY 2014 UPWP at its meeting on March 1; and

WHEREAS, on March 20, 2013, the TPB adopted resolution R13-2013 which identifies certain projects for carryover funding from FY 2013 to FY 2014, and these projects and budgets will be incorporated into the final version of the FY 2014 UPWP;

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board approves the FY 2014 Unified Planning Work Program for Transportation Planning for the Metropolitan Washington Region.

**NATIONAL CAPITAL REGION
TRANSPORTATION PLANNING BOARD**

FY 2014

**UNIFIED PLANNING WORK PROGRAM
FOR TRANSPORTATION PLANNING
FOR THE
WASHINGTON METROPOLITAN REGION**

DRAFT

March 20, 2013

The preparation of this program was financially aided through grants from the District of Columbia Department of Transportation; Maryland Department of Transportation; Virginia Department of Transportation; U.S. Department of Transportation, Federal Highway Administration; and the U.S. Department of Transportation, Federal Transit Administration, under the Federal Transit Act.

TABLE OF CONTENTS

I.	INTRODUCTION	
	Purpose	1
	Planning Requirements.....	1
	Regional Planning Goals	2
	Addressing Changing Planning Priorities.....	3
	Responsibilities for Transportation Planning.....	4
	FY 2014 Regional Planning Priorities	5
	Total Proposed Funding By Federal Sources for FY 2013.....	15
II.	PROPOSED FY 2014 TPB WORK PROGRAM AND BUDGET	
	Program Structure	19
	Work Activity Budgets.....	20
III.	Major Work Activities	
	1. Plan Support.....	27
	2. Coordination and Programs	42
	3. Forecasting Applications.....	55
	4. Development of Networks and Models	62
	5. Travel Monitoring	67
	6. Technical Assistance	71
	District of Columbia	71
	Maryland	73
	Virginia	76
	WMATA.....	78
	7. Continuous Airport Systems Planning Program	80

8. Service/Special Projects	81
IV. Proposed FY 2014 State Transportation Agency State Planning and Research Programs (SPR)	83
District of Columbia.....	85
Maryland	86
Virginia	89
V. Appendix	95
1. FY2014 TPB Proposed Funding by State and Local Sources	17
2. TPB FY 2014 Work Program by Funding Sources	23
3. TPB FY 2014 Budget and Work Program by Expenditure Category	24

LIST OF FIGURES

1. Organizations Represented on the TPB and/or its Technical Committees.....	7
2. Membership of the National Capital Region Transportation Planning Board	8
3. Transportation Planning and Programming Responsibilities	9
4. Transportation Planning Studies Within the Washington Metropolitan Area 2014.....	10
5. Overview of Planning Products and Supporting Activities	21
6. Visual Representation of UPWP Work Activity Relationships.....	22
7. TPB Committee Structure	25

I. INTRODUCTION

Purpose

The **FY 2014 Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region** incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2013 through June 30, 2014. The UPWP provides a mechanism for the coordination of transportation planning activities in the region, and is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

This work program describes all transportation planning activities utilizing federal funding, including Title I Section 112 metropolitan planning funds, Title III Section 5303 metropolitan planning funds, and Federal Aviation Administration Continuing Airport System Planning (CASP) funds. It identifies state and local matching dollars for these federal planning programs, as well as other closely related planning projects utilizing state and local funds.

Planning Requirements

The planning activities outlined in this work program respond to a variety of regulatory requirements. The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) of 2005 defines the structure of the metropolitan planning process. On February 14, 2007, the FHWA and FTA issued final regulations regarding metropolitan planning in response to SAFETEA-LU. The Moving Ahead for Progress in the 21st Century (MAP-21) Act, which became law on July 6, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. This work program has been developed to comply with the new MAP-21 requirements regarding metropolitan planning.

On November 17, 2010, the TPB approved the 2010 Financially Constrained Long Range Transportation Plan (CLRP) for the National Capital Region. On May 5, 2011, FHWA and FTA transmitted their final Certification Report on the TPB planning process which found that “the metropolitan planning process of the Washington, DC-VA-MD TMA, conducted by the MWCOG Transportation Planning Board and the Fredericksburg Metropolitan Area Metropolitan Planning Organization, conditionally meets the requirements of the Metropolitan Planning Rule at 23 CFR Part 450 Subpart C and 49 CFR Part 613. The FHWA and the FTA are, therefore, jointly certifying the transportation planning process, subject to implementation of the Recommendations and Corrective Actions within the next 18 months.” The report included 11 TPB recommendations and 3 FAMPO recommendations. The report also had 4 corrective actions that FAMPO must address. All of the recommendations and corrective actions have been addressed and a report on their implementation was submitted to FTA and FHWA on July 18, 2012.

On November 16, 2011, the TPB approved the 2011 CLRP. In a February 17, 2012 letter, FHWA and FTA found that the 2011 CLRP conforms to the region’s State Implementation

Plans. On July 18, 2012, the TPB approved the 2012 CLRP and FY 2013-2018 TIP. In a September 28, 2012 letter, FHWA and FTA found that the 2012 CLRP and FY 2013-2018 TIP conform to the region's State Implementation Plans.

The Clean Air Act Amendments (CAAA) of 1990 requires that the transportation actions and projects in the CLRP and Transportation Improvement Program (TIP) support the attainment of federal health standards for ozone. The CLRP and TIP have to meet specific requirements as specified by the Environmental Protection Agency (EPA) regulations issued on November 24, 1993, with amendments on August 15, 1997 and supplemental guidance on May 14, 1999, regarding criteria and procedures for determining air quality conformity of transportation plans, programs and projects funded or approved by the FHWA and FTA. These conformity requirements are also addressed in this document.

Regional Planning Goals

In 1998, the TPB adopted a set of policy goals that have since served to guide its planning work program. These goals are:

- The Washington metropolitan region's transportation system will provide reasonable access at reasonable cost to everyone in the region.
- The Washington metropolitan region will develop, implement, and maintain an interconnected transportation system that enhances quality of life and promotes a strong and growing economy throughout the entire region, including a healthy regional core and dynamic regional activity centers with a mix of jobs, housing, services and recreation in a walkable environment.
- The Washington metropolitan region's transportation system will give priority to management, performance, maintenance, and safety of all modes and facilities.
- The Washington metropolitan region will use the best available technology to maximize system effectiveness.
- The Washington metropolitan region will plan and develop a transportation system that enhances and protects the region's natural environmental quality, cultural and historic resources, and communities.
- The Washington metropolitan region will achieve better inter- jurisdictional coordination of transportation and land use planning.
- The Washington metropolitan region will achieve enhanced funding mechanisms for regional and local transportation system priorities that cannot be implemented with current and forecasted federal, state, and local funding.
- The Washington metropolitan region will support options for international and inter-regional travel and commerce.

Known as the TPB Vision, these goals are broad in scope, and also encompass a variety of strategies and objectives. Together, these goals, strategies, and objectives provide a framework for setting out core principles for regional transportation planning. MAP-21 requires the planning process to consider projects and strategies that address eight planning factors. These eight planning factors are encompassed by the TPB Vision's policy goals and are considered when developing the CLRP. Each planning factor is included in one or more

of the TPB Vision goals, objectives and strategies, except for security, which is implicitly addressed in the TPB Vision.

Addressing Changing Planning Priorities

MAP-21 New Requirements

MAP-21 calls for metropolitan planning organizations, public transportation providers and states **to establish and use a performance-based approach to transportation decision making to support seven national goals**. The USDOT must establish performance measures related to seven goal areas for the federal-aid highway system by April 1, 2014. The goal areas include: safety, infrastructure, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. The goal areas for public transportation address transit safety and transit asset management.

The states then have a year (April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the metropolitan transportation plan and the transportation improvement program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The metropolitan transportation plan will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan.

MAP-21 establishes two new programs administered by the state DOTs to fund a variety of projects. The TPB will have an important supporting role in the planning and selection of the projects funded under the new Transportation Alternatives Program and the new Section 5310 Enhanced Mobility Program.

In addition to the changing federal context, other factors that influence activities in this work plan are regional in scope. For example, the TPB established a task force to determine a scope and process for developing a regional transportation priorities plan that will enhance the implementation of regional priorities. In Spring 2011, the TPB approved the scope that guided this plan development process as specified in the FY2012 and FY2013 UPWPs. In FY 2014, policy actions, funding strategies and potential projects will be further assessed and specified for potential incorporation into the 2014 financially constrained long-range transportation plan (CLRP).

Regional and federal factors that are non-regulatory may evolve from one year to the next, but are nonetheless influential in the planning activities that are conducted and described in this work program. As these factors continue to evolve, the UPWP is adjusted annually to focus on new and emerging priorities. This UPWP builds upon the previous UPWP, and is the result of close cooperation among the transportation agencies in the region. This UPWP was prepared with the involvement of these agencies, acting through the TPB, the TPB Technical Committee and its subcommittees. This UPWP details the planning activities that

must be accomplished to address the annual planning requirements such as preparing the TIP and a Congestion Management System. It also describes the tasks required to meet the approval dates for the region's CLRP and the TIPs, and outlines the activities for the subsequent years.

Responsibilities for Transportation Planning

The National Capital Region Transportation Planning Board (TPB) is the organization responsible for conducting the continuing, cooperative, comprehensive (3-C) transportation planning process for the Metropolitan Washington Region in accordance with requirements of MAP-21. The TPB is the official Metropolitan Planning Organization (MPO) for transportation planning for the Washington metropolitan region, designated by the Governors of Maryland and Virginia and the Mayor of the District of Columbia.

The TPB is composed of representatives from the 20 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the two state and the District transportation agencies, the Washington Metropolitan Area Transit Authority (WMATA), the Metropolitan Washington Airports Authority (MWAA), four federal agencies, the General Assemblies of Maryland and Virginia, and private transportation service providers. When matters of particular importance are before the TPB, a special voting procedure may be invoked that weights the votes of local jurisdiction members according to population.

Figure 1 lists the organizations represented on the TPB and its Technical Committees. Figure 2 shows the geographical location of each of the participating local jurisdictions. The TPB also serves as the transportation policy committee of COG. This relationship serves to ensure that transportation planning is integrated with comprehensive metropolitan planning and development, and is responsive to the needs of the local governments in the area.

Policy coordination of regional highway, transit, bicycle, pedestrian and intermodal planning is the responsibility of the TPB. This coordinated planning is supported by the three departments of transportation (DOTs), FTA, FHWA, and the member governments of COG. The TPB coordinates, reviews, and approves work programs for all proposed federally assisted technical studies as part of the UPWP. The relationship among land use, environmental and transportation planning for the area is established through the continuing, coordinated land-use, environmental and transportation planning work programs of COG and TPB. Policy coordination of land use and transportation planning is the responsibility of COG, through its Metropolitan Development Policy Committee (MDPC) and the Transportation Planning Board. COG's regional land use cooperative forecasts are consistent with the adopted regional Long Range Transportation Plan.

The chairman of the TPB and the state transportation directors are members of the Metropolitan Washington Air Quality Committee (MWAQC), which was formed under the authority of the governors of Maryland and Virginia, and the mayor of the District of Columbia to recommend the region's air quality plans. These recommendations will be forwarded to the governors and mayor for inclusion in the State Implementation Plans (SIPs) they submit to EPA.

In the Washington Metropolitan region, the roles and responsibilities involving the TPB, the three state DOTs, the local government transportation agencies, WMATA, and the local government public transportation operators for cooperatively carrying out state transportation planning and programming have been established over several years. As required under the final planning regulations, the TPB, the state DOTs and the public transportation operators have documented their transportation planning roles and responsibilities in the Washington Metropolitan Region in a Memorandum of Understanding (MOU) that was executed by all parties on January 16, 2008. The MOU is included in the Appendix and the responsibilities for the primary planning and programming activities are indicated in Figure 3.

Also in the Appendix is an agreement involving the TPB and Charles and Calvert counties in Maryland regarding consistency and conformity of their plans, programs and projects is included in the UPWP.

Included in the Appendix is the 2004 agreement between the TPB and the Fredericksburg Area MPO (FAMPO) in Virginia in which FAMPO committed to be responsible for meeting the TMA responsibilities for the transportation planning and programming requirements within the Metropolitan Washington Urbanized Area portion of Stafford County and producing the required planning documents on the TPB's current planning cycle.

Each year, the TPB Call for Projects document is transmitted to FAMPO requesting new and updated information on the projects located in the portion of Stafford County in the Washington DC TMA to be included in the update of the CLRP. FAMPO is also requested updated information on the Congestion Management System (CMS) for this portion of Stafford County. FAMPO transmits this information to TPB on the schedule included in the TPB Call for Projects document.

FY 2014 Regional Planning Priorities

During FY 2014, a priority will be to complete the four-year update of the CLRP as required by MAP-21. A significant effort will be to examine potential regional performance measures in coordination with the three state DOTs, WMATA and the local government public transportation operators to address the new MAP-21 performance management requirements for MPOs. With the completion of the two-year process to develop a regional transportation priorities plan that will enhance the implementation of regional priorities, the focus will turn to specifying policy actions, funding strategies and potential projects for inclusion in the CLRP. Efforts will continue to improve the coordination between land use and transportation planning. The TPB public participation process and technical planning procedures will also continue to be strengthened. In addition to these activities directly involving the TPB, a number of corridor studies and other planning studies and programs are underway throughout the region (see Figure 4).

Figure 1

ORGANIZATIONS REPRESENTED ON THE TPB AND/OR ITS TECHNICAL COMMITTEES

VIRGINIA

Arlington County	Northern Virginia Regional Commission
Fairfax County	Northern Virginia Transportation Commission
Loudoun County	Virginia Department of Transportation
Prince William County	Virginia Department of Rail and Public Transportation
City of Alexandria	Virginia Department of Aviation
City of Fairfax	Virginia General Assembly
City of Falls Church	Potomac and Rappahannock Transportation Commission
City of Manassas	
City of Manassas Park	
Northern Virginia Transportation Authority	

MARYLAND

Frederick County	City of Greenbelt
Montgomery County	City of Rockville
Prince George's County	City of Takoma Park
Charles County	The Maryland-National Capital Park and Planning Commission
City of Bowie	Maryland Department of Transportation
City of College Park	Maryland General Assembly
City of Frederick	
City of Gaithersburg	

DISTRICT OF COLUMBIA

D.C. Council
D.C. Department of Transportation
D.C. Office of Planning

REGIONAL, FEDERAL AND PRIVATE SECTOR

Washington Metropolitan Area Transit Authority
Private Transportation Service Providers
Metropolitan Washington Airports Authority
Federal Highway Administration
Federal Transit Administration
National Capital Planning Commission
National Park Service

**Figure 2:
Membership of the
National Capital Region
Transportation Planning Board**



0 5 10 20 Miles

Figure 3

TRANSPORTATION PLANNING AND PROGRAMMING RESPONSIBILITIES

RESPONSIBILITY	AGENCIES
UPWP Development	TPB, DOTs, WMATA, Local Gov'ts
Planning Certification	TPB, DOTs
Performance-based Planning	TPB, DOTs, WMATA
Performance targets	TPB, DOTs, WMATA,
Performance monitoring	TPB, DOTs, WMATA,
CLRP Development	
Transportation/Land-Use Planning	TPB, MDPC, Local Gov'ts
Plan Inputs/Update	DOTs, WMATA, Local Gov'ts, NVTA, PRTC, FAMPO
Project Selection	TPB, DOTs, WMATA, and Local Gov'ts
Air Quality Conformity	TPB, FAMPO
Financial Plan	TPB, DOTs, WMATA
Congestion Management Process	TPB, DOTs, Local Gov'ts, FAMPO
Safety Element	TPB, DOTs, Local Gov'ts,
Participation Plan	TPB
Freight Planning	TPB, DOTs, Local Gov'ts.
TIP Development	
TIP Inputs	DOTs, WMATA, Local Gov'ts, NVTA, PRTC,
Project Selection	TPB, DOTs, WMATA
Air Quality Conformity	TPB, FAMPO
Financial Plan	TPB, DOTs, WMATA, Local Govt., NVTA, PRTC
Human Service Transportation	
Coordination Planning	TPB, WMATA, human services agencies
Private Enterprise Participation	TPB, WMATA, Local Gov'ts, NVTC/PRTC
Public Involvement Plan	TPB
Listing of Projects with Federal	
Funding Obligations	TPB, DOTs, WMATA
Air Quality 2010 Attainment Plan	MWAQC, TPB, DOTs
CO ₂ Mobile Emissions Reduction	WMATA, state AQ agencies
Climate Change Adaptation	TPB, DOTs, WMATA, Local Gov'ts
Corridor Studies	DOTs, WMATA, TPB
Travel Demand Forecasting	TPB
Travel Monitoring	TPB, DOTs, WMATA, Local Gov'ts

Figure 4**TRANSPORTATION PLANNING STUDIES WITHIN THE WASHINGTON METROPOLITAN AREA 2013**

Name	Primary Agencies	Schedule	Products
Regional			
Update of Constrained Long-Range Plan	TPB, state DOTs, WMATA, local govts.	2013	CLRP
Regional Transportation Priorities Plan	TPB, state DOTs, WMATA, local govts.	2013	Report
Station Area Plans (multiple stations)	WMATA	on-going	Plans
Station Access Studies (multiple stations)	WMATA	on-going	Plans
Gallery Place Metro Station Capacity Enhancement	WMATA	2013	Report
Priority Corridor Dev. Plans (multiple corridors)	WMATA	on-going	Plans
Bus Service Eval. Studies	WMATA	on-going	Studies
Bicycle and Pedestrian Phase IV	WMATA	2014	Report
2040 Regional Transit System Plan	WMATA	2013	Report
LRT/ Streetcar Interoperability	WMATA	on-going	Report
Metrorail Passenger Survey	WMATA	2014	Dataset, Report
Late-Night Bus Service	WMATA	2013	Report
Metrorail Yard/Maintenance Facility Study	WMATA	2013	Report, Plans
L'Enfant Metro Station Capacity Enhancement	WMATA	2013	Report

Figure 4 PLANNING STUDIES 2013 (Continued)

Name	Primary Agencies	Schedule	Products
Metrobus Network Effectiveness Study	WMATA	2013	Report
Core Capacity Alternatives: SW approach	WMATA	2013	Report
Virginia			
I-66 Corridor Study (Tier 1) (Outside the Beltway)	VDOT	2013	Report
Tri-County Parkway	VDOT	2013	FEIS
VRE Extension to Gainesville	VRE	2013	PE/ EIS
Columbia Pike Multi-modal Transportation Study	Arlington Co.	2013	Prelim. Des.
Columbia Pike Transit Initiative	Arlington Co. Fairfax Co.	2013	NEPA
Vanpool Incentive Design	NVTC / FAMPO	2013	Report
Maryland			
Capital Beltway Study	MDOT, VDOT, Montgomery & Prince George's Counties	On-hold	DEIS
I-270 Multi-Modal Corridor Study - Highway	MDOT/SHA, Montgomery & Frederick Counties	On-hold	FEIS
Corridor Cities Transitway Study	MDOT/MTA	2013	AA/EA
Purple Line (Bethesda to Silver Spring/ Silver Spring to New Carrollton)	MDOT/MTA	2013	AA/DEIS
MD 5 Transportation Study(I-495 to US 301)	MDOT/SHA	2014	DEIS
US 301 Waldorf Study (US 301from T.B. to	MDOT/SHA	On-hold	DEIS

Figure 4 PLANNING STUDIES 2013 (Continued)

Name	Primary Agencies	Schedule	Products
south of Waldorf)			
US 301 Governor Harry W. Nice Bridge	MD Transportation Authority	Completed	EA/FONSI 11/27/2012
MD 223 Corridor Study (Steed Road to MD 4)	MDOT/SHA	2014	Report
MD 97 Safety Accessibility Study (16th Street to Forest Glen Road)	MDOT/SHA/MTA	2015	Not Determined
MD 97 (BRT) (Glenmont Metro to Montgomery General Hospital – Olney)	MDOT/SHA/MTA	2014	Not Determined
MD 586 Viers Mill BRT	MDOT/SHA/MTA	2015	DEIS
MD Route 295/Baltimore- Washington Parkway Widening Feasibility Study	FHWA/MDOT	2012	Report Completed 11/2012
US 301 Planning for Operations Study (US 50 to Potomac River)	MDOT/SHA	2015	Report
I-270 Planning for Operations Study (I-495 To MD 109)	MDOT/SHA	2015	Report
Region-wide Bus on Shoulder Feasibility	MDOT/MTA/SHA WMATA/VDOT/ Counties	2013	Report

Figure 4 PLANNING STUDIES 2013 (Continued)

Name	Primary Agencies	Schedule	Products
District of Columbia To be updated			
14th Street Bridge Feasibility Study	FHWA, DDOT, VDOT	on-going	EIS
White House Area Transportation Study	US DOT	on-going	Report
South Capitol Street (EIS)/AWI	DDOT	on-going	EIS
First Place and Galloway NE Redesign (Fort Totten Metrorail Station)	DDOT/WMATA	on-going	Report/Design
Citywide Travel Demand	DDOT	on-going	Travel Model
Great Streets Program	DDOT	on-going	Design/Construct
16 th Street Corridor Study	DDOT	2012	Plan/Design
Saint Elizabeth's Campus Master Plan & EIS	GSA	2012	EIS
Climate Change Adaptation Plan	DDOT	2012	Plan
Saint Elizabeth's East Campus Transportation Network EA	DDOT	2012	EA
Managed Lane Study	DDOT	2012	Study
DC Streetcar- Anacostia Ext EA And Section 106	DDOT/FTA/FHWA	2012	EA & Sec 106
Union Station to Georgetown Waterfront Alternatives Analysis	DDOT/FTA	2012	Study
DC Streetcar- Benning Rd Ext Feasibility Study	DDOT	2012	Study
DC Streetcar- Benning Rd EA	DDOT/FTA/FHWA	2012/2013	EA
DC Streetcar- M Street Ext Virginia Avenue Tunnel	DDOT CSX/FHWA/DDOT	2012/2013 2012	Study EA

Figure 4 PLANNING STUDIES 2013 (Continued)			
<u>Name</u>	<u>Primary Agencies</u>	<u>Schedule</u>	<u>Products</u>
Long Bridge Integrity and Capacity Study	DDOT	2015	Study
C Street N.E. Implementation Study	DDOT	2014	Study
M Street S.W. Study	DDOT	2012	Study
Long Range Multi Modal Plan	DDOT	2012	Study

Total Proposed Funding by Federal Source for FY 2014

Proposed federal funding for the transportation planning activities in this UPWP relies upon five sources: FTA Section 5303, FHWA Section 112, FAA Continuous Airport System Planning (CASP), FHWA State Planning and Research (SPR) and special federal funding. The proposed funding amounts (including state and local matching funds) for the TPB work program are shown in Table 1 on page 17.

The new FY 2014 funding level in Table 1 under the "FTA Section 5303" column is assumed to be the same as the FY 2013 level, and new funding under the "FHWA Section 112" column is assumed to be the same as the FY 2013. The total FY 2014 budget for the Basic Program with unobligated funding from FY 2012 is assumed to be the same as the FY 2013 total.

TABLE 1
FY 2014 TPB PROPOSED FUNDING BY FEDERAL STATE AND LOCAL SOURCES
(July 1, 2013 to June 30, 2014)

	FTA SECT 5303 80% FED & 20% STA/ LOC	FHWA SECT 112 80% FED & 20% STA/ LOC	FAA CASP 90% FED & 10% LOC	TOTALS
ALLOTMENTS PROVIDED BY DDOT				
NEW FY 2014	468,172	1,773,583		2,241,755
UNOBLIGATED FY 2012				234,763
CARRYOVER FY 2013				0
SUBTOTAL	468,172	1,773,583		2,476,518
ALLOTMENTS PROVIDED BY MDOT				
NEW FY 2014	1,134,371	3,295,338		4,429,709
UNOBLIGATED FY 2012				716,558
CARRYOVER FY 2013				0
SUBTOTAL	1,134,371	3,295,338		5,146,267
ALLOTMENTS PROVIDED BY VDRPT & VDOT				
NEW FY 2014	912,243	3,007,926		3,920,169
UNOBLIGATED FY 2012				476,950
CARRYOVER FY 2013				0
SUBTOTAL	912,243	3,007,926		4,397,119
TPB BASIC PROGRAM				
TOTAL NEW FY 2014	2,514,786	8,076,847		10,591,633
TOTAL UNOBLIGATED FY 2012	0	0		1,428,271
SUBTOTAL	2,514,786	8,076,847		12,019,904
TOTAL CARRYOVER FY 2013	0	0		0
TOTAL BASIC PROGRAM	2,514,786	8,076,847		12,019,904
GRAND TOTAL	2,514,786	8,076,847		12,019,904

"New FY2014 funds" are newly authorized funds for the FY2013 UPWP

"Unobligated FY2012 funds" are unexpended funds from the completed FY2012 UPWP

"Carryover FY2013 funds" are programmed from the FY2013 UPWP to complete specific work tasks in the FY2014 UPWP

II. PROPOSED FY 2014 TPB WORK PROGRAM AND BUDGET

Program Structure

The TPB is responsible for the federally required planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. This work program presents the work activities that support the TPB responsibilities. This work program comprises seven major activities and follows the structure in the FY 2013 program. These work activities include: (1) Plan Support; (2) Coordination and Programs; (3) Forecasting Applications; (4) Development of Networks/Models; (5) Travel Monitoring; (6) Technical Assistance; and (7) Continuous Airport System Planning. The tasks to be completed under each of the work activities are described in the following sections. The staff of the COG Department of Transportation Planning will carry out these activities, with the assistance of staff in other COG departments and supplementary consultant support.

The work program has been structured to clearly identify the specific work products to be developed, the linkages between them, and the TPB entity responsible for oversight of the products. Figures 5 and 6 on pages 21-22 illustrates the relationship between and among the TPB work activities.

The first major activity, **Plan Support** includes the preparation and coordination of the policy and planning products necessary for conducting an effective transportation planning process for the region. The UPWP, the transportation improvement program (TIP) and the financially-constrained long-range plan (CLRP) are required by federal law and regulations. The development of the CLRP and TIP will comply with the new requirements in MAP-21.

The second major activity, **Coordination and Programs**, includes related activities such as the regional congestion management process (CMP), safety planning, management, operations and technology, emergency preparedness, freight planning, regional bus planning, and bicycle and pedestrian planning. These activities will address the development of new performance measures and targets required in MAP-21. Public participation applies to all of the policy products. Human services transportation coordination planning incorporates the MPO role in the new MAP-21 FTA Section 5310 Enhanced Mobility program for elderly persons and persons with disabilities. The Transportation /Land Use Connection (TLC) Program supports the improvement of coordination between land use and transportation planning and incorporates the MPO role in the new MAP-21 Transportation Alternatives Program.

The third major activity, **Forecasting Applications**, includes forecasting applications such as air quality conformity and regional studies to provide the substantive inputs for the policy products.

The fourth major activity, **Development of Networks and Models** interacts with **Travel Monitoring**, the fifth major activity. Together, these activities provide empirical travel information from congestion monitoring and survey and analysis activities. Both products and methods activities provide input for the technical products.

The sixth major activity, **Technical Assistance**, activity responds to requests from state and local governments and transit operating agencies for applying TPB methods and data

to support corridor, project, and sub-area transportation and land use studies related to regional transportation planning priorities.

Finally, the seventh major activity, **Continuous Airport System Planning (CASP)** utilizes the methods and data work activities for airport and airport-serving facilities in the region.

Work Activity Budgets

The proposed budget levels by funding source, which include FTA and FHWA funds together with state and local match, are shown in Table 2 on page 23. The TPB committee structure is shown in Figure 6 on page 25. The TPB committee or sub-committee responsible for the specific work activities listed in Table 2 are shown under the descriptions for each task starting on page 27. A detailed breakdown of staffing, consultant costs and other budgetary requirements is provided in Table 3 on page 24.

Funding for the TPB Basic Work Program is similar to the FY 2013 level. The FY 2014 UPWP continues and modifies several work activities in the FY 2013 UPWP to address MAP-21 requirements. The structure and content of this work program are summarized as follows:

- **Under Section 1 - Plan Support**, all of the activities have been conducted on an annual basis in previous years. The development of the CLRP and TIP will comply with the requirements in MAP-21.
- **Under Section 2 - Coordination Planning**, all of the activities have been conducted on an annual basis in previous years and will address the development of new performance measures and targets required in MAP-21.
- **Under Section 3 - Forecasting Applications**, the development of the Regional Transportation Priorities Plan began in FY 2012 and the other activities have been conducted on an annual basis in previous years.
- **Under Section 4 - Development of Networks/Models**, all of the activities have been conducted on an annual basis in previous years.
- **Under Section 5 - Travel Monitoring**, all of the activities have been conducted on an annual basis in previous years.
- **Section 6 - Technical Assistance and Section 7 - Continuous Airport System Planning (CASP)** are conducted each year.
- **Section 8 - Service/Special Projects**, service work or special technical studies as specified in contracts between the transportation agencies and COG may be included in the UPWP. Services or special projects are authorized and funded separately by the transportation agencies.

Figure 5: Overview of Planning Products and Supporting Activities

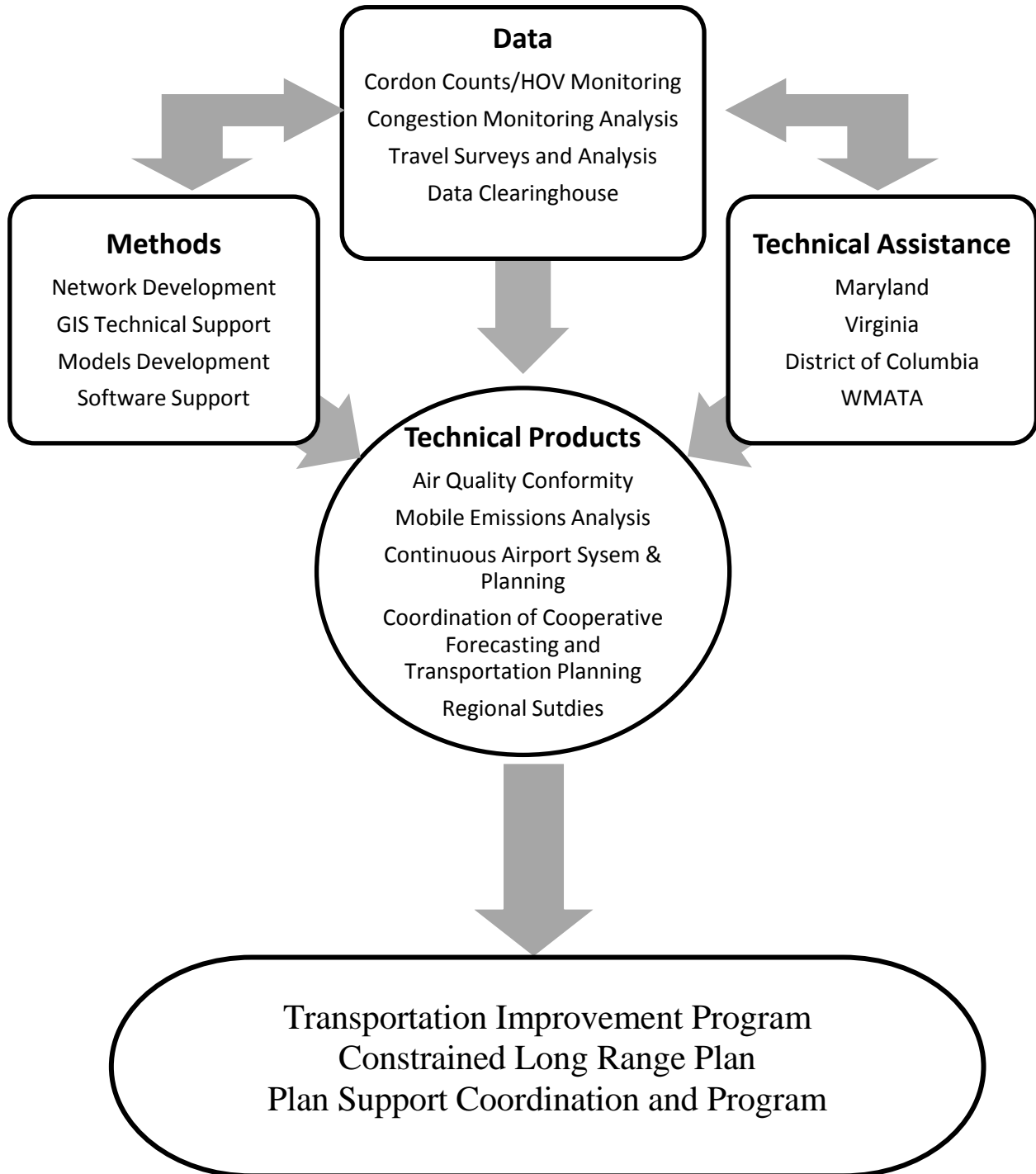
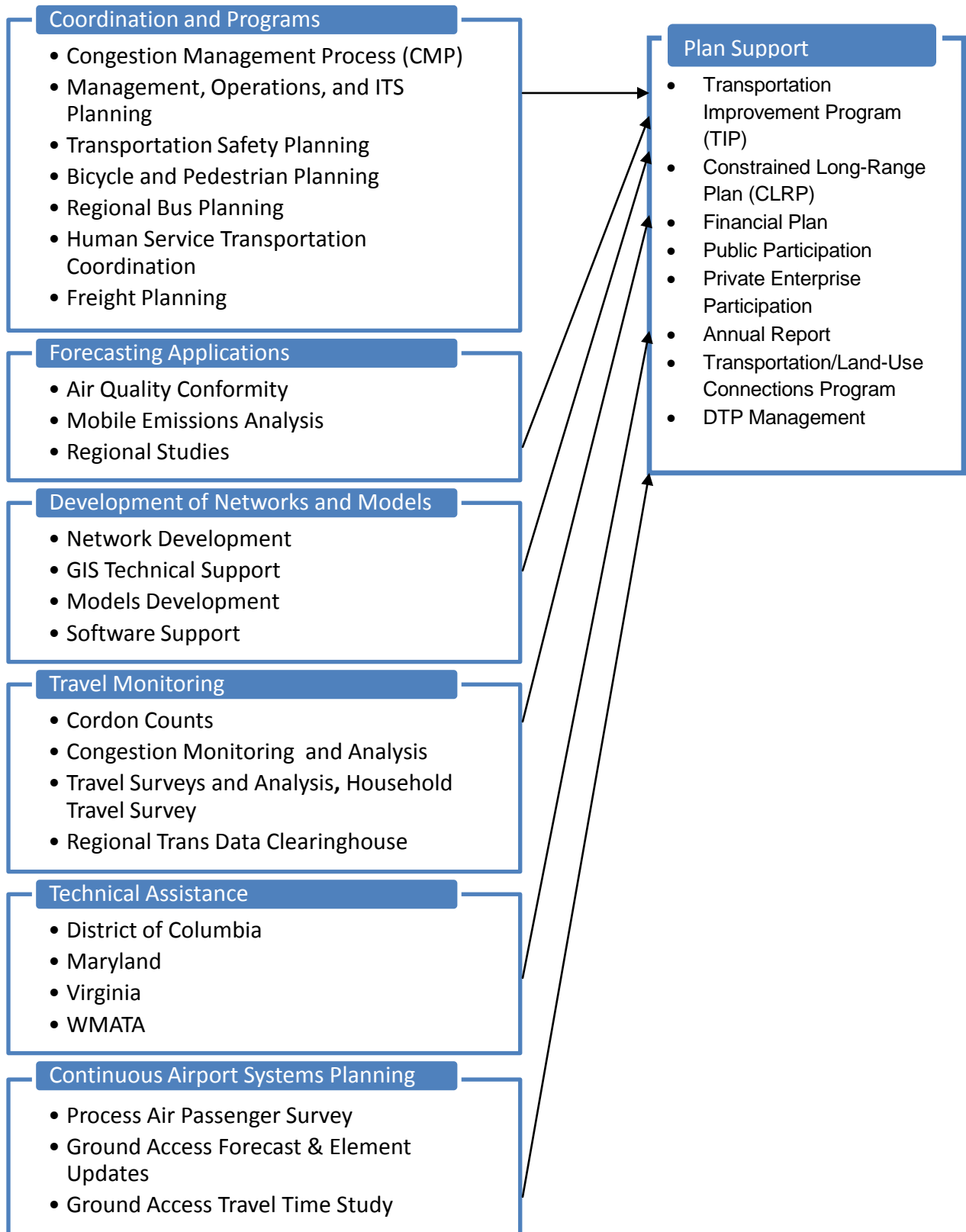


Figure 6: Visual Representation of UPWP Work Activity Relationships



**TABLE 2 DRAFT
TPB FY 2014 WORK PROGRAM BY FUNDING SOURCES**

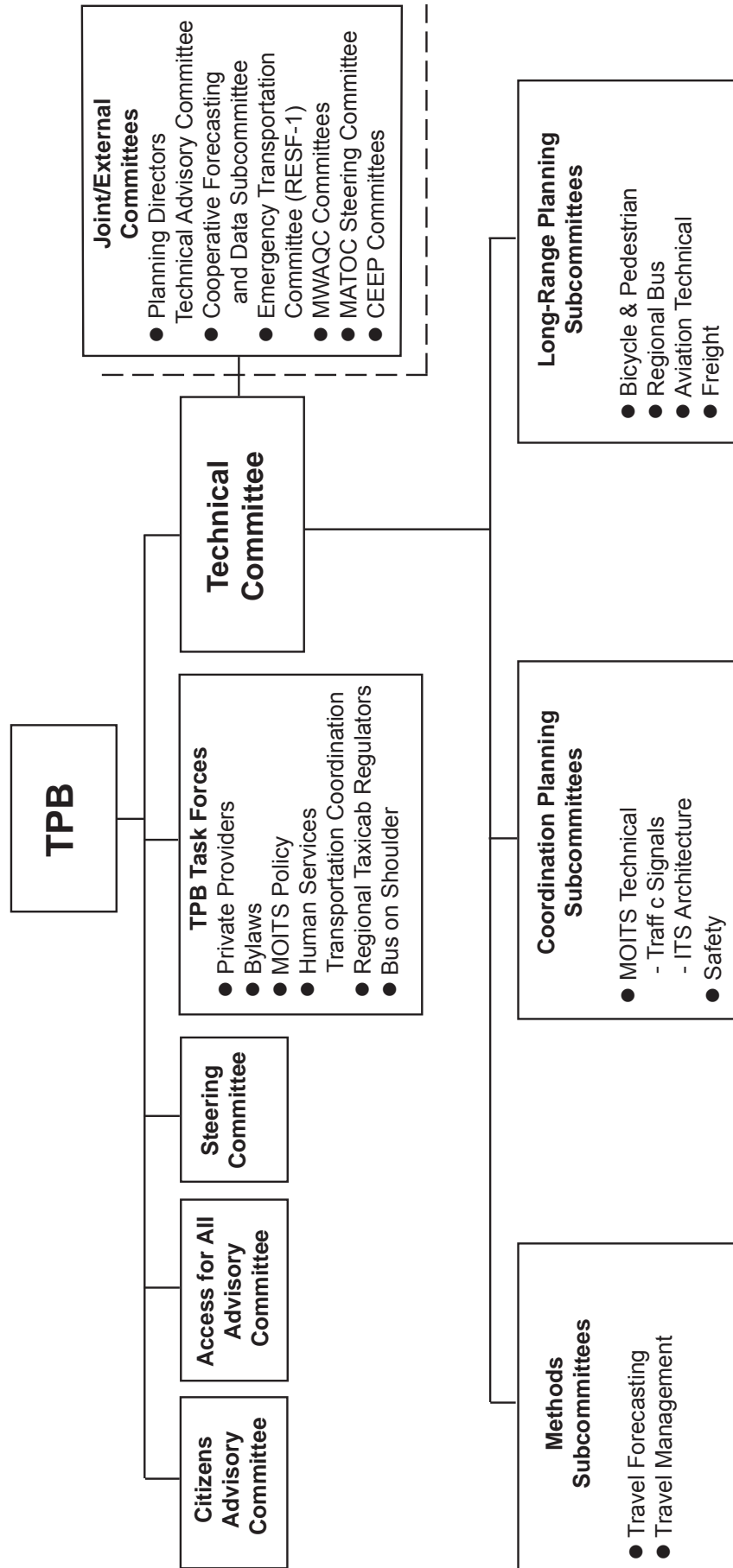
2.1.2013

WORK ACTIVITY	TOTAL COST	FTA/STATE/ LOCAL	FHWA/STATE/ LOCAL	OTHER FUND
1. PLANS SUPPORT				
A. Unified Planning Work Program (UPWP)	70,700	15,568	55,132	
B. Transp Improvement Program (TIP)	240,600	52,980	187,620	
C. Constrained Long-Range Plan	588,400	129,567	458,833	
D. Financial Plan	64,000	14,093	49,907	
E. Public Participation	421,900	92,903	328,997	
F. Private Enterprise Participation	18,300	18,300	0	
G. Annual Report	80,100	17,638	62,462	
H. Transportation/Land Use Connection Program	395,000	86,980	308,020	
I. DTP Management	450,600	99,223	351,377	
Subtotal	2,329,600	527,252	1,802,348	
2. COORDINATION PLANNING				
A. Congestion Management Process (CMP)	205,000	45,141	159,859	
B. Management, Operations, and ITS Planning	340,300	74,935	265,365	
C. Transportation Emergency Preparedness Planning	75,400	16,603	58,797	
D. Transportation Safety Planning	125,000	27,525	97,475	
E. Bicycle and Pedestrian Planning	108,700	23,936	84,764	
F. Regional Bus Planning	100,000	22,020	77,980	
G. Human Services Transportation Coordination	114,800	25,279	89,521	
H. Freight Planning	150,000	33,030	116,970	
I. MATOC Program Planning & Support	120,000	26,424	93,576	
Subtotal	1,339,200	294,894	1,044,306	
3. FORECASTING APPLICATIONS				
A. Air Quality Conformity	563,200	124,017	439,183	
B. Mobile Emission Analysis	640,100	140,951	499,149	
C. Regional Studies	516,300	113,690	402,610	
D. Coord Coop Forecasting & Transportation Planning	806,800	177,659	629,141	
Subtotal	2,526,400	556,317	1,970,083	
4. DEVELOPMENT OF NETWORKS/MODELS				
A. Network Development	769,700	169,489	600,211	
B. GIS Technical Support	548,800	120,847	427,953	
C. Models Development	1,071,200	235,880	835,320	
D. Software Support	178,900	39,394	139,506	
Subtotal	2,568,600	565,609	2,002,991	
5. TRAVEL MONITORING				
A. Cordon Counts	250,800	55,227	195,573	
B. Congestion Monitoring and Analysis	350,000	77,071	272,929	
C. Travel Survey and Analysis				
Household Travel Survey	706,300	155,528	550,772	
D. Regional Transportation Clearinghouse	317,900	70,002	247,898	
Subtotal	1,625,000	357,827	1,267,173	
Core Program Total (1 to 5)	10,388,800	2,301,899	8,086,901	
6. TECHNICAL ASSISTANCE				
A. District of Columbia	302,600	67,411	235,189	
B. Maryland	598,000	133,218	464,782	
C. Virginia	529,200	117,892	411,308	
D. WMATA	201,200	201,200	0	
Subtotal	1,631,000	519,721	1,111,279	
Total, Basic Program	12,019,800	2,821,620	9,198,180	
7. CONTINUOUS AIRPORT SYSTEM PLANNING				
A. Update Ground Access Forecasts - Phase 2	60,000			60,000
B. Ground Access Element Update - Phase 1	93,000			93,000
C. Process 2013 Air Passenger Survey - Phase 1	120,000			120,000
Subtotal	273,000			273,000
8. SERVICE/SPECIAL PROJECTS				
GRAND TOTAL	12,292,800	2,821,620	9,198,180	273,000

TABLE 3
TPB FY 2014 BUDGET AND WORK PROGRAM BY EXPENDITURE CATEGORY

WORK ACTIVITY	DIRECT SALARIES DTP STAFF	DIRECT SALARIES OTHER COG STAFF	M & A 24%	LEAVE BENEFITS 19%	FRINGE BENEFITS 24%	INDIRECT COSTS 37%	DATA & PC COSTS	CONSULTANT	DIRECT COSTS	TOTAL
1. PLANS SUPPORT										
A. Unified Planning Work Program	28,164	0	6,759	6,635	9,974	19,067	100	0	0	70,700
B. Transportation Improvement Program	75,955	0	18,229	17,895	26,899	51,422	200	50,000	0	240,600
C. Constrained Long-Range Plan	208,776	15,000	53,706	52,722	79,249	151,497	1,250	25,000	1,200	588,400
D. Financial Plan	25,531	0	6,127	6,015	9,042	17,285	0	0	0	64,000
E. Public Participation	133,998	0	32,160	31,570	47,455	90,718	0	85,000	1,000	421,900
F. Private Enterprise Participation	7,300	0	1,752	1,720	2,585	4,942	0	0	0	18,300
G. Annual Report	21,881	0	5,251	5,155	7,749	14,814	0	5,000	20,250	80,100
H. Transportation/Landuse Connection Program	41,887	0	10,053	9,869	14,834	28,358	0	290,000	0	395,000
I. DTP Management	96,779	0	23,227	22,801	34,274	65,520	0	10,000	199,500	452,100
Subtotal	640,271	15,000	157,265	154,382	232,060	443,622	1,550	465,000	221,950	2,331,100
2.COORDINATION PLANNING										
A. Congestion Management Process	81,779	0	19,627	19,267	28,962	55,365	0	0	0	205,000
B. Management, Operations, & ITS Planning	115,807	0	27,794	27,284	41,012	78,402	0	50,000	0	340,300
C. Trans. Emergency/Security Planning	0	30,079	7,219	7,087	10,652	20,364	0	0	0	75,400
D. Transportation Safety Planning	39,892	0	9,574	9,399	14,128	27,007	0	25,000	0	125,000
E. Bicycle and Pedestrian Planning	43,363	0	10,407	10,216	15,357	29,357	0	0	0	108,700
F. Regional Bus Planning	39,892	0	9,574	9,399	14,128	27,007	0	0	0	100,000
G. Human Service Transportation Coordination	45,808	0	10,994	10,792	16,222	31,012	0	0	0	114,828
H. Freight Planning	59,838	0	14,361	14,098	21,191	40,511	0	0	0	150,000
I. MATOC Program Planning & Support	47,871	0	11,489	11,278	16,953	32,409	0	0	0	120,000
Subtotal	474,251	30,079	121,039	118,820	178,605	341,434	0	75,000	0	1,339,228
3. FORECASTING APPLICATIONS										
A. Air Quality Conformity	204,887	17,792	53,443	52,463	78,860	150,755	0	0	5,000	563,200
B. Mobile Emissions Analysis	206,116	47,240	60,805	59,691	89,725	171,523	0	0	5,000	640,100
C. Regional Studies	118,408	51,900	40,874	40,125	60,314	115,300	25,481	60,000	3,899	516,300
D. Coordination Cooperative Forecasting and Transportation Planning	131,214	167,500	71,691	70,377	105,788	202,231	55,500	0	2,500	806,800
Subtotal	660,625	284,432	226,814	222,655	334,686	639,808	80,981	60,000	16,399	2,526,400
4. DEVELOPMENT OF NETWORKS/MODELS										
A. Network Development	295,682	0	70,964	69,663	104,714	200,178	0	25,000	3,500	769,700
B. GIS Technical Support	185,020	0	44,405	43,591	65,524	125,260	75,000	0	10,000	548,800
C. Models Development	341,678	0	82,003	80,499	121,003	231,318	0	200,000	14,700	1,071,200
D. Software Support	70,569	0	16,937	16,626	24,992	47,776	0	0	2,000	178,900
Subtotal	892,949	0	214,308	210,379	316,233	604,531	75,000	225,000	30,200	2,568,600
5. TRAVEL MONITORING										
A. Cordon Counts	62,431	0	14,984	14,709	22,110	42,266	0	0	94,300	250,800
B. Congestion Monitoring and Analysis	110,602	0	26,544	26,058	39,169	74,878	0	50,000	22,749	350,000
C. Travel Surveys and Analysis	106,193	0	25,486	25,019	37,608	71,893	16,500	400,000	23,600	706,300
D. Regional Transportation Clearinghouse	106,871	0	25,649	25,179	37,848	72,353	50,000	0	0	317,900
Subtotal	386,098	0	92,664	90,965	136,734	261,390	66,500	450,000	140,649	1,625,000
Core Program Total (1 to 5)	3,054,194	329,511	812,089	797,201	1,198,319	2,290,786	224,031	1,275,000	409,198	10,390,328
6. TECHNICAL ASSISTANCE										
A. District of Columbia	132,283	0	31,748	31,166	46,847	89,556	0	0	40,000	371,600
B. Maryland	323,327	0	77,599	76,176	114,504	218,894	0	190,000	2,500	1,003,000
C. Virginia	340,556	0	81,733	80,235	120,606	230,558	0	0	0	853,689
D. WMATA	31,595	0	7,583	7,444	11,189	21,390	0	16,000	0	195,200
Subtotal	827,761	0	198,663	195,020	293,147	560,398	0	306,000	42,500	2,423,489
TOTAL BASIC PROGRAM	3,881,954	329,511	1,010,752	992,221	1,491,465	2,851,184	224,031	1,581,000	451,698	12,813,817
7. CONTINUOUS AIRPORT SYSTEM PLANNING										
CASP TOTAL	137,948	0	33,107	32,500	48,853	93,391	0	0	0	345,800
8. SERVICE/SPECIAL PROJECTS										
GRAND TOTAL	4,019,902	329,511	1,043,859	1,024,722	1,540,319	2,944,576	224,031	1,581,000	451,698	13,159,617

Figure 7
TPB Committee Structure



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III. MAJOR WORK ACTIVITIES

1. PLAN SUPPORT

A. THE UNIFIED PLANNING WORK PROGRAM (UPWP)

The Unified Planning Work Program (UPWP) for the Metropolitan Washington Region describes all transportation planning activities utilizing federal funding, including Title I Section 134 metropolitan planning funds, Title III Section 8 metropolitan planning funds, and Federal Aviation Administration Continuing Airport System Planning (CASP) funds. The UPWP identifies state and local matching dollars for these federal planning programs, as well as other closely related planning projects utilizing state and local funds.

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Clean Air Act Amendments of 1990 (CAAA) created a number of planning requirements. The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), which became law on August 11, 2005, reaffirmed the structure of the metropolitan planning process, and increased federal financial support for it. On February 14, 2007, FHWA and FTA issued the final regulations regarding metropolitan planning in response to SAFETEA-LU. The Moving Ahead for Progress in the 21st Century (MAP-21) Act, which became law on July 6, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. This work program has been developed to comply with the new MAP-21 requirements regarding metropolitan planning.

In 1994, the TPB developed and adopted the first financially-constrained Long Range Transportation Plan for the National Capital Region (CLRP). In July 1997, the first three-year update of the CLRP was approved by the TPB, the second update was approved in October 2000, and the third update was approved in December 2003. The fourth update was approved by the TPB in October 2006. On November 17, 2010, the TPB approved the fifth update. In July 2014, the TPB will be asked to approve the sixth update.

The Environmental Protection Agency (EPA) issued regulations on November 24, 1993, followed with a succession of guidance documents, and on July 1, 2004 published the 8-hour ozone standard conformity guidance, which taken together provide criteria and procedures for determining air quality conformity of transportation plans, programs and projects funded or approved by the FHWA and FTA. These conformity requirements are addressed in this document. Under these regulations, the State Implementation Plans (SIP) for improving air quality for the region must be adopted by the states and submitted to EPA by specified dates.

The FY 2014 UPWP defined by this document details the planning activities to be accomplished between July 2013 and June 2014 to address the annual planning requirements such as preparing the Transportation Improvement Program, addressing federal environmental justice requirements, and assessing Air Quality Conformity. It describes the tasks required to meet approval dates for the region's SIPs, and outlines the activities for the subsequent years.

In addition, this document describes the integration of program activities and responsibilities of the TPB Technical Committee and its subcommittees for various aspects of the work program. It provides an overview of the regional planning priorities and describes the major transportation planning and air quality planning studies being conducted throughout the region over the next two years.

During FY 2014, certain amendments may be necessary to reflect changes in planning priorities and inclusion of new planning projects. Under this task, Department of Transportation Planning (DTP) staff will identify and detail such amendments for consideration by the TPB as appropriate during the year.

In the second half of FY 2013, staff will prepare the FY 2015 UPWP. The document will incorporate suggestions from the federal funding agencies, state transportation agencies, transit operating agencies, local governments participating in TPB, and the public through the TPB's public involvement process. The new UPWP will be presented in outline to the TPB Technical Committee and the TPB in January 2014, as a draft to the Technical Committee in February and as a final document for adoption by the Technical Committee and the TPB in March 2014. The approved UPWP will be distributed to the TPB and the Technical Committee, and made available to the public on the TPB web site.

This task will also include the preparation of monthly progress reports for each of the state agencies administering the planning funding, and the preparation of all necessary federal grant submission materials.

Oversight:	Technical Committee
Cost Estimate:	\$70,700
Products:	UPWP for FY 2015, amendments to FY 2014 UPWP, monthly progress reports and state invoice information, federal grant materials
Schedule:	Draft: February 2014 Final: March 2014

B. THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) for the Metropolitan Washington Area is a six year program of highway, transit, bicycle and pedestrian, congestion mitigation/air quality, safety and transportation enhancement projects. The TIP will be updated every two years and amended as necessary between updates. Up-to-date information on project amendments and modifications in the TIP is available in the on-line TIP database. A printed TIP document will now be produced every two years. The TIP must be approved by the TPB and the governors of Maryland and Virginia and the mayor of the District of Columbia, and is required as a condition for all federal funding assistance for transportation improvements within the Washington Metropolitan Statistical Area.

TIP documentation describes major projects from the previous TIP that have been implemented and identifies significant delays in the implementation of major projects. The Program Development Process and Project Development Process sections of the TIP explain the TPB's actions during the project selection process, including:

- Reviewing project inputs for consistency with the Air Quality Conformity Analysis;
- Producing a financial summary of all funding sources proposed by an agency;
- Development of priority project lists by the Bicycle and Pedestrian, Freight, and Regional Bus Subcommittees, for inclusion on the TIP, and;
- TIGER, JARC and New Freedom project development.

Citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, freight shippers, users of public transit, and all other interested parties will be given an opportunity to review and comment on the FY 2015-2020 TIP and any subsequent amendments to the TIP as described under the TPB's public participation plan which was adopted in December 2007. To facilitate public review, project information from the TIP and CLRP will be made accessible through an online, searchable database. Visual representation of the projects will be enhanced with a GIS system for displaying projects. A summary guide that highlights the funding and projects in the TIP will be prepared and will guide users to the online database.

The database application for submitting TIP project data, CLRP projects, and air quality conformity data will continue to be improved to facilitate reviewing the TIP and CLRP information. Interactive means of sharing the information in the TIP and CLRP such as querying capabilities and specialized maps or graphs will be available.

The TIP Schedule and Project Selection

The 2012 CLRP and the FY 2013-2018 TIP were adopted by the TPB in July 2012. In October 2012, the TPB issued the Call for Projects document requesting project submissions for the 2013 CLRP and the FY 2013-2018 TIP. Amendments to the FY 2013-2018 TIP that accompany updates to the 2013 CLRP will be prepared for review by the TPB Technical Committee, the TPB, and the public between January and June 2013. The 2013 CLRP and any related TIP amendments are scheduled to be approved on July 17, 2013.

During the year administrative modifications and amendments will likely need to be made to the FY 2013-2018 TIP to revise funding information or reflect changes in priorities or the introduction of new project elements. Such modifications and amendments will follow the procedures adopted by the TPB on January 16, 2008.

In October 2013, the TPB will issue the Call for Projects document requesting project submissions for the 2014 CLRP and the FY 2015-2020 TIP. The FY 2015-2020 TIP will be prepared between January and May 2014 with the assistance of and in cooperation with the transportation implementing agencies in the region, including the state departments of transportation, the District of Columbia Department of Transportation, the National Park Service, the Washington Metropolitan Area Transit Authority (WMATA) and

other public transit operators, and local government agencies. Approval of the TIP is scheduled for July 2014.

Projects included in the TIP will be reviewed for consistency with the policies and facilities delineated in the adopted financially-constrained Long Range Transportation Plan (CLRP) for the region. Only projects or phases of projects that have full funding anticipated to be available within the time period contemplated for completion are included in the TIP. A financial plan will be prepared to demonstrate how the TIP can be implemented, and indicate the sources of public, private and innovative funding. Documentation of the FY 2015-2020 TIP will also include a summary brochure and expanded content online with additional analysis and visual aids such as graphs and charts.

Performance Management and the TIP

MAP-21 calls for MPOs, states, and public transportation providers to establish and use a performance-based approach to transportation decision making to support seven national goals. The USDOT must establish performance measures related to seven areas by April 1, 2014. The states then have a year (April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the CLRP and TIP are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The CLRP will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

Once the USDOT has established performance measures for the seven areas, TPB staff will coordinate with DDOT, MDOT and VDOT staff on their setting of the state performance targets in support of the measures. States may set different targets for urbanized and rural areas. TPB staff will coordinate with the planning area. TPB staff will also coordinate with the DOT staffs to develop the specific performance targets in relation to the applicable performance measures for the TPB planning area. Similarly, TPB staff will coordinate with WMATA and other public transportation providers on their setting of performance targets for USDOT established performance measures.

The 2014 CLRP and new TIP will include a description of the performance measures and targets under development or to be used in assessing the performance of the transportation system. Once the targets are developed in coordination with the State DOTs and public transportation providers, the CLRP will also include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP also will include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

Annual Listing of TIP Projects that Have Federal Funding Obligated

TPB must publish or otherwise make available an annual listing of projects, consistent with the categories in the TIP, for which federal funds have been obligated in the preceding year. With the assistance of and in cooperation with the transportation implementing agencies in the region, TPB will prepare a listing of projects for which federal funds have been obligated in FY 2013.

Oversight:	Technical Committee
Cost Estimate:	\$240,600
Products:	Amendments and administrative modifications to the FY 2013-2018 TIP, Draft FY 2015-2020 TIP
Schedule:	June 2014

C. CONSTRAINED LONG-RANGE TRANSPORTATION PLAN (CLRP)

The financially Constrained Long-Range Plan (CLRP) includes all “regionally significant” highway, transit and High-Occupancy Vehicle (HOV), bicycle and pedestrian projects, and studies that the TPB realistically anticipates can be funded and implemented by 2040. Some of these projects are scheduled for completion in the next few years; others will be completed much later. Each year the plan is updated to include new projects and programs, and analyzed to ensure that it meets federal requirements relating to air quality and funding.

Under SAFETEA-LU, the last four-year update of the CLRP was approved by the TPB on November 17, 2010 and included an expanded financial analysis of transportation revenues expected to be available through 2040.. As required by MAP-21, the next four-year update of the CLRP will be in 2014. The 2014 CLRP will address the new MAP-21 long-range transportation plan requirement to incorporate a performance-based approach to transportation decision making to support seven national goals. The CLRP is updated annually with amendments that include new projects or adjust the phasing or other aspects of some of the projects or actions in the plan, or change specific projects as new information on them becomes available.

New Performance-Based Approach

MAP-21 calls for MPOs and state DOTs to establish and use a performance-based approach to transportation decision making to support seven national goals. The USDOT must establish performance measures related to seven areas by April 1, 2014. The states then have a year (April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the CLRP and TIP are required to include a description of the performance measures and targets used in assessing the

performance of the transportation system. The CLRP will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP.

Once the USDOT has established performance measures for the seven areas, TPB staff will coordinate with DDOT, MDOT and VDOT staff on their setting of the state performance targets in support of the measures. States may set different targets for urbanized and rural areas. TPB staff will coordinate with the DOT efforts to ensure consistent state measures that are relevant for the TPB planning area. TPB staff will also coordinate with the DOT staffs to develop the specific performance targets in relation to the applicable performance measures for the TPB planning area. Similarly, TPB staff will coordinate with WMATA and other public transportation providers on their setting of performance targets for USDOT established performance measures.

The Transportation Vision, which was adopted by the TPB in October 1998, contains a vision statement, long-range goals, objectives, and strategies to guide transportation planning, decision-making and implementation in the region. It addresses the planning factors in MAP-21. The Vision is the TPB Policy Element of the CLRP. The CLRP website (www.mwcog.org/clrp) describes how the plan performs related to MAP-21 planning factors as reflected by the goals of the TPB Vision. The goals from COG's Region Forward efforts are reflected in the TPB Vision, which includes a broader set of policy goals for transportation than Region Forward.

The TPB's Regional Transportation Priorities Plan(RTPP) to be completed in early FY 2014 will identify near-term, on-going and long term strategies that address the most pressing challenges that the region faces in meeting the TPB's regional Vision goals. The challenges and high-pay off strategies with wide regional support identified in RTPP can inform the identification of new projects and programs for inclusion in the 2014 CLRP.

The CLRP will be documented in several ways and public materials will be provided during plan development and after plan approval. The CLRP website will be utilized to document the plan update by describing the development process, related planning activities, major projects, performance of the plan and how the public can get involved. The website also makes CLRP-related process and technical documentation readily accessible. The TPB will continue to make the plan information more accessible and visual. Projects in the plan will be accessible through an online database that the public can easily search. Projects will be mapped using GIS where possible and displayed along with project descriptions and in an interactive map. These maps will also be used in printed media, such as the CLRP and TIP summary brochure. The TPB will also continue to improve the quality of public materials about the plan during its development and after approval so that the materials are more useful to a wide variety of audiences, using less technical jargon and more "public friendly" language.

The 2013 CLRP

In October 2012, the TPB issued a "Call for Projects" document requesting projects, programs or strategies for inclusion in the update to the CLRP, the 2013 CLRP. Project updates were due in December 2012. Materials describing the draft 2012 CLRP were developed in the spring of 2013, including maps, major project descriptions, and analysis from the previous year's CLRP.

Documentation of the plan will include an analysis of how the plan performs in regard to transit and auto trips made, vehicle miles of travel, lane miles of congestion and accessibility to jobs. The performance analysis is done after every CLRP update and is documented on the CLRP website. The analysis will be used to describe how the CLRP performs based on regional goals and MAP-21 planning factors and will also examine connectivity between the Regional Activity Centers. The development of the 2013 CLRP will include two opportunities for the public to comment on the Plan.

In June 2013, the 2013 CLRP will be released for a final public comment period and the accompanying air quality conformity analysis. The TPB is scheduled to adopt the 2013 CLRP in July 2013.

The 2014 CLRP

In October 2013, the TPB will issue its "Call for Projects" document for the 2014 CLRP, which is a major four-year update to the plan. The "Call for Projects" document will request new projects programs and strategies, and updated information to be included in the 2014 CLRP. Materials describing the draft 2014 CLRP will be developed in the spring of 2013, including maps, major project descriptions, and analysis from the previous year's CLRP. The development of the 2014 CLRP will include two opportunities for the public to comment on the Plan. The 2014 CLRP and FY2015-2020 TIP will be prepared and reviewed between January and June 2014 with approval scheduled for July 2014.

A description of the performance measures and targets under development or to be used in assessing the performance of the transportation system will be drafted. Once the targets are developed in coordination with the State DOT's, the CLRP will include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP also will include a description of the anticipated effect of the TIP toward achieving the performance targets set in the CLRP. After the TPB approves the 2014 CLRP, anticipated for July 2014, a performance analysis of the CLRP to 2040 will be conducted utilizing the established performance measures. The 2014 CLRP will be also be evaluated for disproportionately high and adverse effects on low-income and minority population groups.

Environmental Consultation

During the development of the CLRP the TPB will continue to consult with the federal, state and local agencies responsible for natural resources, wildlife, land management environmental protection, conservation and historic preservation as necessary in the District of Columbia, Maryland and Virginia on potential environmental mitigation

activities. To aid in the integration of projects for the CLRP with natural and historic resources, maps of transportation and historic resources will be updated with the latest available GIS data from District of Columbia and the States and forwarded to federal, state and local agencies for comments.

Climate Change Adaption

The environmental consultation activities described above also provide an opportunity to engage environmental and transportation agencies on the topic of climate change adaptation. Local, state and national practices will be monitored for potential applicability to the region.

Oversight:	Technical Committee
Cost Estimate:	\$588,400
Products:	Documentation of the 2013 CLRP, Call for Projects for the 2014 CLRP, draft 2014 CLRP and documentation
Schedule:	July 2014

D. FINANCIAL PLAN

The Financially Constrained Long-Range Transportation Plan (CLRP)

The CLRP must be updated every four years as required by MAP-21. The CLRP is updated annually with amendments that include new projects or adjust the phasing or other aspects of some of the projects or actions in the plan, or change specific projects as new information on them becomes available. The 2010 CLRP was the last major update of the plan and includes an expanded financial analysis of transportation revenues expected to be available for the years 2011 to 2040.

As required under MAP-21 and federal planning regulations, both the TIP and the CLRP must have a financial plan that demonstrates how they can be implemented and show the sources of funding expected to be made available to carry them out. The financial analysis for the 2010 CLRP, which was completed by a consultant in October 2010, includes federal and state revenue projections, cost estimates for new system expansion projects, and cost estimates for system maintenance and rehabilitation. All revenue and cost estimates are in year of expenditure dollars as well as constant dollars through 2040.

In Spring 2013, the financial analysis for the 2010 CLRP was reviewed to ensure that it conforms with MAP-21 requirements and initially updated for the 2014 CLRP. The expected revenues and expenditures for the 2010 CLRP for the years 2011 to 2040, were updated to reflect new state revenue sources and expenditure estimates in consultation with the state and local DOTs and public transportation operators to produce an initial analysis for the 2014 CLRP for the years 2015 to 2040.

In Fall 2013, in consultation with the state and local DOTs and public transportation operators, the initial analysis will be finalized with the estimated revenues reasonably expected to be available and the projected expenditures determined for use in preparing project submissions for the draft 2014 CLRP.

The Transportation Improvement Program

A financial plan for the FY 2015-2018 TIP will be prepared. Since federal funding is apportioned to states, financial summaries for all TIP projects from agencies in the District of Columbia, Maryland and Virginia as well as WMATA and other transit agencies will be prepared. All projects submitted by these agencies will be grouped by the proposed federal funding categories under Surface Transportation (Title I) and Transit (Title III).

The funds programmed in the TIP for each state by federal program category will be compared with the information provided by the states and transit operators on the estimated available Federal and State funds for the program period. The funds programmed in the TIP for each state by federal program category in the first and second years will be compared with the trends of the annual funding programmed in previous TIPs and with the funding reported in the annual listings of TIP projects that have federal funding obligated. Comparisons that indicate significant changes from past trends will be reviewed with the implementing agency to clarify the change. Implementing agencies will ensure that only projects for which construction and operating funds can reasonably be expected to be available will be included in the TIP. In the case of new funding sources, strategies for ensuring their availability will be identified by the implementing agency and included in the TIP. The product will be a financial summary that focuses on the first two years of the six-year period of the TIP, and it will be incorporated as a main section of the TIP for review by the public and approval by the Technical Committee and the TPB. The TIP will also summarize funding that the implementing agencies have programmed specifically for bicycle and pedestrian projects and identify projects that include bicycle and/or pedestrian accommodations.

Oversight:	Technical Committee
Cost Estimate:	\$64,000
Products:	Financial analysis for the draft 2014 CLRP and FY 2015-2020 TIP
Schedule:	January 2014

E. PUBLIC PARTICIPATION

The TPB's *Participation Plan*, which was adopted in December 2007, will continue to guide all the TPB's public involvement activities.

- Provide public outreach support for the finalization of the Regional Transportation Priorities Plan (RTPP) as well as conducting outreach related to implementation of the RTPP. Through a variety of public outreach activities, citizens will discuss

the benefits, desirability and feasibility of potential RTPP components, including how priorities should be funded. These RTPP public involvement activities will see a variety of tools and media, including citizen forums, web-based outreach and surveys and innovative visualization techniques. RTPP outreach will seek to engage a variety of constituencies, including community leaders and ordinary citizens not normally involved in the TPB process, as well as citizen partners such as members of the Citizen Advisory Committee and Access for All Advisory Committee.

- Provide staff support for the TPB Citizens Advisory Committee (CAC), including organizing monthly meetings and outreach sessions, and drafting written materials for the committee.
- Ensure that the TPB's website, publications and official documents are timely, thorough and user-friendly.
- Enhance and maintain the National Capital Region Information Hub on Transportation Planning Activities, an online clearinghouse with information on public involvement activities among the TPB's member jurisdictions. The Hub is scheduled to be launched in the spring of 2013.
- Use social media or other forms of web-based communication (including the TPB *Weekly Report*, which is described below in Section G "Annual Report") to provide information to the public about regional transportation issues and engage the public in a dialogue about key topics.
- Conduct at least one session of *the Community Leadership Institute*, a two-day workshop designed to help community activists learn how to get more actively involved in transportation decision making in the Washington region. As appropriate, develop and conduct workshops or events – or participate in events organized by other parties -- to engage the public and community leaders on key regional transportation issues, including challenges reflected in the CLRP and TIP. Conduct webinars and use other web-based tools, as appropriate, to share information among stakeholders and the public.
- Provide staff support for the TPB Access For All Advisory (AFA) Committee that includes leaders of low-income, minority and disabled community groups.
- Prepare AFA Committee comments on key documents before the TPB, including the CLRP, that reflect concerns of people with disabilities as well as minority and low-income communities.
- Continue to implement public involvement procedures, including public comment sessions at the beginning of each TPB meeting and official public comment periods prior to the adoption of key TPB documents. Refine such procedures, as appropriate.

- Identify and implement methods for regular evaluation of the TPB's public involvement activities.
- Support implementation of other aspects of the TPB *Participation Plan*, not explicitly described above.

Oversight:	Transportation Planning Board
Cost Estimate:	\$421,900
Products:	TPB Participation Plan with a proactive public involvement process; CAC and AFA Committee Reports
Schedule:	On-going, with forums and meetings linked to preparation of CLRP and TIP

F. PRIVATE ENTERPRISE PARTICIPATION

In June 1987, the TPB adopted its Private Enterprise Participation Policy and Procedures designed to afford maximum opportunity to private providers to participate in the development and provision of mass transportation services in the region. In April 1994, the Federal Transit Administration (FTA) rescinded its private participation guidance and changed the federal requirements regarding private enterprise participation. During FY 1995, the TPB reviewed its policy and revised it in light of the new requirements. Under this task, DTP staff will conduct the activities as specified in the policy adopted on July 19, 1995 by the TPB.

The following activities are anticipated:

- The procedures for involving private transportation providers in urban mass transportation and the activities accomplished will be documented as a section of the Transportation Improvement Program (TIP).
- To facilitate early consultation, TPB will conduct an annual forum for key transit staff from the local jurisdictions and WMATA to meet with interested private providers to discuss in general terms their plans for major bus service changes and expansions.
- Private transit providers will be afforded the opportunity to present their views on the CLRP, the TIP, and the Unified Planning Work Program while these documents are in a draft stage.
- Support will be provided to the Private Providers Task Force. This group will be the vehicle through which the above tasks are accomplished, and will advise the TPB of the private provider perspective on transit service through its chairman, who is a non-voting member of the TPB. Minutes will be prepared for Task Force meetings, as well as other documentation as required.

- Through their representation on the TPB, private transit and taxicab providers will be encouraged to contribute to the shaping of policies and strategies for the CLRP that promote effective, competitive provision of transit services, particularly in growing suburban areas and activity centers.
- In July 2007, the TPB established the Taxicab Regulators Task Force to: 1) encourage close cooperation and sharing of information between municipal and county taxicab regulators in the National Capital region and to work to resolve common problems and 2) explore the possibility of developing standards to improve the quality of service for taxicab customers in their respective jurisdictions. TPB staff will support the task force meetings which are scheduled every quarter.

Oversight:	Transportation Planning Board
Cost Estimate:	\$18,300
Product:	Documentation on Private Provider Involvement
Schedule:	Annual Transit Forum - May 2014 Draft in TIP – June 2014

G. TPB ANNUAL REPORT AND TPB NEWS

TPB staff annually produces *The Region* magazine, which provides a non-technical review and analysis of transportation issues in the Washington region. Elected officials and citizens are the primary target audience of this magazine, which has an annual circulation of approximately 1,100 and is distributed throughout the year as the TPB's flagship publication.

The TPB News is produced monthly to provide a timely update on the activities of the TPB, including decisions made at the TPB's monthly meeting. The TPB News has a circulation of approximately 1,100 paper copies, and an electronic distribution of approximately 500.

In January 2012, the TPB launched the new TPB Weekly Report, which is a web-based newsletter featuring a short article every week on a single topic of interest in regional transportation. This publication is distributed electronically, including notifications through social media sites, such as Twitter and Facebook.

- The new issue of *The Region* will describe the main activities completed in 2013.
- Produce the monthly newsletter *TPB News*.
- Write and distribute the *TPB Weekly Report*,

Oversight:	Transportation Planning Board
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Cost Estimate: \$80,100

Products: *Region* magazine, *TPB News* and *TPB Weekly Report*

Schedule: June 2014

H. TRANSPORTATION/LAND USE CONNECTION (TLC) PROGRAM

The TLC Program provides support to local governments in the Metropolitan Washington region as they work to improve transportation/ land use coordination at the community level. Through the program, the TPB provides its jurisdictions with consultant-provided, short-term technical assistance to catalyze or enhance planning efforts. Begun as a pilot in November 2006, the program also provides a clearinghouse to document national best practices, as well as local and state experiences with land use and transportation coordination. By the end of FY2013, 62 TLC technical assistance projects will have been completed. These projects cover a range of subjects, including promoting “complete streets” improvements to ensure pedestrian and bicycle access to transit, identifying transportation and public realm improvements to facilitate transit-oriented development, and offering recommended changes in local government policies on issues such as urban road standards or parking policies.

The following activities are proposed for FY 2014:

- Fund at least six technical assistance planning projects at a level between \$20,000 and \$60,000 each. Fund at least one project for between \$80,000 and \$100,000 to perform project design to achieve 30% completion.
- Fund one pilot technical assistance project at up to \$80,000 to complete preliminary engineering and conceptual design work, enabling one previous TLC technical assistance planning project or other member jurisdiction planning project to move towards construction-readiness.
- Conduct the selection process for small capital improvement projects using funding sub-allocated to the Washington metropolitan region through the state DOTs from the new MAP-21 Transportation Alternatives Program (TAP). Coordinate program implementation with the state DOTs.
- Maintain and update the TLC Regional Clearinghouse and website
- Develop tools and activities to facilitate regional learning about TLC issues among TPB member jurisdictions through the Regional Peer Exchange Network. Organize at least one regional meeting to facilitate an exchange of information about lessons learned from past TLC projects.
- Identify recommended implementation action steps in each planning project report, such as further study needs, more stakeholder collaboration, suggested land use or local policy changes, and transportation investment opportunities and priorities.

- Provide staff support for TLC Technical Assistance Projects to be conducted as part of the MDOT Technical Assistance Program and for other projects where additional funding is provided by state or local agencies.

Oversight:	TPB Technical Committee
Cost Estimate:	\$395,000
Products:	Updated web-based clearinghouse, technical assistance provided by consultant teams to six localities, and implementation toolkit.
Schedule:	Technical assistance: September 2013-June 2014

I. DTP MANAGEMENT

This activity includes all department-wide management activities not attributable to specific project tasks in the DTP work program. Examples include the following:

- Supervision of the preparation, negotiation, and approval of the annual work program and budget, involving the State Transportation Agencies, the Technical Committee, the Steering Committee, and the TPB.
- Day-to-day monitoring of all work program activities and expenditures by task.
- Day-to-day management and allocation of all staff and financial resources to insure that tasks are completed on schedule and within budget.
- Preparation for and participation in regular meetings of the TPB, the Steering Committee, the Technical Committee, and the State Technical Working Group.
- Attendance at meetings of other agencies whose programs and activities relate to and impact the TPB work program, such as local government departments.
- Response to periodic requests from TPB members, federal agencies, Congressional offices, media, and others for information or data of a general transportation nature.
- Review of transportation proposals of regional importance submitted to TPB through the intergovernmental review process. Where significant regional impacts are likely, staff will obtain Technical Committee and Board review and approval of comments prepared.

In addition to salaries, nominal amounts are utilized for travel related to non-project specific meetings attended by the senior staff, data processing for financial monitoring and analysis, and conferences such as FTA and FHWA seminars on federal regulations and financial management. These activities represent three to four percent of the total amount allocated for DTP Management.

Oversight: Transportation Planning Board

Cost Estimate: \$450,600

Products: Materials for the meetings of the TPB, the Steering Committee, the Technical Committee, and the State Technical Working Group; responses to information requests from elected officials, federal agencies and media; and participation in external meetings related to TPB work program.

Schedule: Ongoing throughout the year

2. COORDINATION AND PROGRAMS

A. CONGESTION MANAGEMENT PROCESS (CMP)

The regional Congestion Management Process (CMP) is a federally required component of the metropolitan transportation planning process. The CMP is to address the systematic management of traffic congestion and provision of information on transportation system performance. No single occupant vehicle (SOV) capacity expanding project can receive federal funds unless it is part of the regional CMP. The federal MAP-21 legislation continues the requirement for a CMP, with emphasis on congestion data as part of a performance measurement- based metropolitan planning process.

The CMP includes information from regional Travel Monitoring programs (see Section 5 of the UPWP) addressing recurring congestion, as well as information on non-recurring congestion as examined in the Management, Operations, and Intelligent Transportation Systems (MOITS) program (see also Task 2.B. below). Additionally, this task includes analysis of transportation systems condition data archives from private sector sources. A major source of this information is the speed data archive from the I-95 Corridor Coalition/INRIX, Inc. Vehicle Probe Project. As an affiliate member of the I-95 Corridor Coalition, TPB has gratis access to data archives on certain roadways in the region covered under the Coalition's Vehicle Probe Project. TPB also has gratis access to data from supplementary, expanded roadway coverage beyond the limited Coalition coverage, funded by the District of Columbia, Maryland, and Virginia Departments of Transportation.

The CMP also considers strategies that address congestion. Information from transportation strategy analysis from the Air Quality Conformity program (see also Task 3.A.) is examined. Demand management strategies considered and implemented through the regional Commuter Connections Program (see www.commuterconnections.org) are important CMP components. Systems management, operations, and engineering strategies are examined in conjunction with the MOITS program.

Under this work task, TPB will compile information and undertake analysis for development on major aspects of the regional CMP:

- Undertake activities to address the federal requirement for a regional Congestion Management Process component of the metropolitan transportation planning process. Include information from regional Travel Monitoring programs (see Section 5 of the UPWP) addressing congestion and reliability, as well as information on non-recurring congestion as examined in the Management, Operations, and Intelligent Transportation Systems (MOITS) program (see also Task 2.B.).
- Identify and assess strategies that address congestion, in coordination with MOITS, the Metropolitan Area Transportation Operations Coordination Program (see also Task 2.I), the Air Quality Conformity program (see also Task 3.A.), the regional Commuter Connections Program(see www.commuterconnections.org).

- Analyze transportation systems condition data archives from private sector sources, especially the speed data archive from the I-95 Corridor Coalition/INRIX, Inc. Vehicle Probe Project.
- Address MAP-21 requirements related to the CMP, including:
 - Analyze data from the above sources to support the “congestion reduction”, “System Reliability” and other relevant National Goals for Performance Management.
 - Develop regional congestion performance measures based on the available data; engage in the federal rulemaking process on performance measures for congestion reduction and system reliability.
 - Coordinate with member states on the establishment of congestion reduction and system reliability targets.
- Compile information and undertake analysis for development on four major aspects of the regional CMP:
 - CMP Components of the Constrained Long-Range Plan (CLRP), portions of the CLRP that specifically address CMP and its subtopics, in the form of interlinked web pages of the on-line CLRP, to be updated in conjunction with major updates of the CLRP;
 - CMP Documentation Form Information addresses federally-required CMP considerations associated with individual major projects, to be included with overall project information submitted by implementing agencies to the annual Call for Projects for the CLRP and Transportation Improvement Program (TIP) (see also Task 1.C), and incorporated into the regional CMP;
 - A CMP Technical Report, published on an as-needed basis, compiling and summarizing the results of monitoring and technical analysis undertaken in support of the regional CMP. A major update of the CMP Technical Report will be produced FY2014 (last published in 2012); and
 - National Capital Region Congestion Report, released quarterly on the TPB website, reviewing recent information on congestion and reliability on the region's transportation system and featured CMP strategies, with a "dashboard" of key performance indicators.

Oversight: Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee

Cost Estimate: \$205,000

Products: Updated CMP portions of the CLRP; CMP Documentation Form; National Capital Region Congestion Report; FY2014 CMP Technical Report; documentation as necessary supporting MAP-21 requirements of the CMP; summaries, outreach

materials, and white paper(s) on technical issues as needed; supporting data sets

Schedule: Monthly

B. MANAGEMENT, OPERATIONS, AND INTELLIGENT TRANSPORTATION SYSTEMS (ITS) PLANNING

MAP-21 defines "Regional Transportation Systems Management and Operations (RTSMO)" as:

Integrated strategies to optimize the performance of existing infrastructure through the implementation of multimodal and intermodal, crossjurisdictional systems, services, and projects designed to preserve capacity and improve security, safety, and reliability of the transportation system.

Under this work task, TPB will provide opportunities for coordination and collaborative enhancement of transportation technology and operations in the region, consistent with MAP-21 RTSMO requirements, and advised by its Management, Operations, and Intelligent Transportation Systems (MOITS) Policy Task Force and MOITS Technical Subcommittee.

A key focus of MOITS planning is the region's non-recurring congestion, due to incidents or other day-to-day factors. A MOITS Strategic Plan was completed in 2010 and provided updated guidance and direction to the program. The MOITS program includes planning activities to support the following major topics:

- MAP-21: Address MAP-21 requirements related to MOITS, including:
 - Compile and analyze data to support the "system reliability" National Goal for Performance Management
 - Monitor federal rulemaking on performance measures for system reliability
 - Coordinate with member states on the establishment of system reliability targets
- ITS Data: The collection/compilation, processing, warehousing, and sharing of transportation systems usage and condition data from Intelligent Transportation Systems (ITS) sources
- Regional Transportation Management: Particularly in conjunction with the Metropolitan Area Transportation Operations Coordination (MATOC) Program (see also Task 2.I.); support the MOITS Technical Subcommittee in its long-range planning advisory role for the MATOC Program
- Multi-modal Coordination: Examination of traffic and transit management interactions in daily operations
- Coordination of day-to-day transportation operations planning with emergency preparedness in conjunction with the COG Regional Emergency Support Function 1 – Emergency Transportation Committee (see also Task 2.C.)
- Traveler Information: Real-time traveler information made available to the public

- Congestion Management Process: Technology and operations strategies to address non-recurring congestion aspects of the regional Congestion Management Process (see also Task 2.A.)
- Maintenance and Construction Coordination: Regional sharing of available maintenance and construction information for coordination purposes, in conjunction with MATOC's ongoing development of a regional construction coordination system
- Intelligent Transportation Systems (ITS) Architecture: Maintain the regional ITS architecture in accordance with federal law and regulations
- Traffic Signals: Assist member agencies in the exchange and coordination of inter-jurisdictional traffic signal operations information and activities; examine traffic signal systems and operations from the regional perspective, including in conjunction with emergency planning needs
- Climate Change Adaptation: Monitor local and national practices regarding transportation operational procedures to adapt to climate change effects. Review the COG Regional Climate Adaption Plan to identify transportation operations-related climate change adaptation activities for the region's transportation agencies to consider
- MOITS Strategies: Analysis of strategies designed to reduce congestion, reduce emissions, and/or better utilize the existing transportation system.
- Member Agency Activities: Work as needed with the MOITS activities of the state and D.C. departments of transportation, the Washington Metropolitan Area Transit Authority, and other member agencies
- Coordinate with supra-regional management and operations activities of the Federal Highway Administration, the I-95 Corridor Coalition, and other relevant stakeholders
- Provide staff support to the MOITS Policy Task Force, MOITS Technical Subcommittee, MOITS Regional ITS Architecture Subcommittee, and MOITS Traffic Signals Subcommittee.

Oversight: Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee

Cost Estimate: \$340,300

Products: Agendas, minutes, summaries, outreach materials as needed; white paper(s) on technical issues as needed; revised regional ITS architecture; MOITS input to the CLRP as necessary; review and advice to MOITS planning activities around the region; documentation as necessary supporting MAP-21 requirements of MOITS planning

Schedule: Monthly

C. TRANSPORTATION EMERGENCY PREPAREDNESS PLANNING

Under this work task, TPB will provide support and coordination for the transportation sector's role in overall regional emergency preparedness planning, in conjunction with the Metropolitan Washington Council of Governments (COG) Board of Directors, the National Capital Region Emergency Preparedness Council, and other COG public safety committees and efforts. This task is the transportation planning component of a much larger regional emergency preparedness planning program primarily funded outside the UPWP by U.S. Department of Homeland Security and COG local funding. Here specialized needs for transportation sector involvement in Homeland Security-directed preparedness activities will be addressed. Efforts are advised by a Regional Emergency Support Function #1 - Transportation Committee in the COG public safety committee structure, with additional liaison and coordination with the TPB's Management, Operations, and Intelligent Transportation Systems (MOITS) Policy Task Force and MOITS Technical Subcommittee. MAP-21 requires the metropolitan planning to address the security of the transportation system for motorized and nonmotorized users. Major topics to be addressed under this task include the following:

- Liaison and coordination between emergency management and TPB, MOITS, and other transportation planning and operations activities.
- Planning for the role of transportation as a support agency to emergency management in catastrophic or declared emergencies, including:
 - Emergency coordination and response planning through the emergency management and Homeland Security Urban Area Security Initiative (UASI) processes
 - Emergency communications, technical interoperability, and capabilities
 - Public outreach for emergency preparedness
 - Coordination with regional critical infrastructure protection and related security planning
 - Emergency preparedness training and exercises
 - Conformance with U.S. Department of Homeland Security (DHS) directives and requirements
 - Applications for and management of UASI and other federal Homeland Security funding.

Oversight: Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee

Cost Estimate: \$75,400

Products: Agendas, minutes, summaries, outreach materials as needed; white paper(s) on technical issues as needed; regular briefings and reports to TPB and MOITS as necessary; materials responding to DHS and UASI requirements; documentation as necessary supporting MAP-21 requirements of transportation emergency preparedness planning

Schedule: Monthly

D. TRANSPORTATION SAFETY PLANNING

The Washington metropolitan area is a diverse and rapidly growing region, a major tourist destination, and a gateway for immigrants from all over the world. Growth has meant more people driving more miles and more people walking, especially in inner suburban areas where pedestrians were not common in years past. MAP-21 requires metropolitan planning to increase the safety of the transportation system for motorized and non-motorized users. These and other factors, along with heightened awareness of the safety problem, have demonstrated the need for the regional transportation safety planning program.

- Under this work task, TPB will provide opportunities for consideration, coordination, and collaboration planning for safety aspects of the region's transportation systems. Safety planning will be in coordination with the State Strategic Highway Safety Plan efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local efforts. Coordination will be maintained with the regional Street Smart pedestrian and bicycle safety outreach campaign. Major topics to be addressed in the Transportation Safety Planning task include the following: Support of the Transportation Safety Subcommittee
- Address MAP-21 requirements related to the CMP, including:
 - Compile fatality and injury data to support the “safety” National Goal for Performance Management.
 - Engage in the federal rulemaking on performance measures for safety.
 - Coordinate with member states on the establishment of safety targets.
- Coordination on metropolitan transportation planning aspects of state, regional, and local safety efforts, and with transportation safety stakeholders
- Coordination with other TPB committees on the integration of safety considerations
- Maintenance of the safety element of region's long-range transportation plan.

Oversight: Transportation Safety Subcommittee

Cost Estimate: \$125,000

Products: Safety element of the CLRP; summaries, outreach materials, and white paper(s) on technical issues as

needed; documentation as necessary supporting MAP-21 requirements of transportation safety planning

Schedule: Quarterly

E. BICYCLE AND PEDESTRIAN PLANNING

Under this work task, TPB will provide opportunities for consideration, coordination, and collaborative enhancement of planning for pedestrian and bicycle safety, facilities, and activities in the region, advised by its Bicycle and Pedestrian Subcommittee. An updated Regional Bicycle and Pedestrian Plan was completed in FY2010, and provides guidance for continued regional planning activities. Major topics to be addressed include the following:

- Advise the TPB, TPB Technical Committee, and other TPB committees on bicycle and pedestrian considerations in overall regional transportation planning.
- Complete a major update of the Regional Bicycle and Pedestrian Plan.
- Maintain the Regional Bicycle and Pedestrian Plan and supporting Bicycle and Pedestrian Plan database on the TPB website for member agency and public access.
- Provide the TPB an annual report on progress on implementing projects from the Regional Bicycle and Pedestrian Plan. Provide the public with information on the status of bicycle and pedestrian facilities planning and construction in the Washington region.
- Monitor regional Complete Streets and Green Streets activities.
- Compile bicycle and pedestrian project recommendations for the Transportation Improvement Program (TIP).
- Coordinate with the annual "Street Smart" regional pedestrian and bicycle safety public outreach campaign (Street Smart is supported by funding outside the UPWP).
- Advise on the implementation and potential expansion of the regional bikesharing system and associated marketing materials.
- Examine regional bicycle and pedestrian safety issues, their relationship with overall transportation safety, and ensure their consideration in the overall metropolitan transportation planning process, in coordination with task 2.D above.
- Examine bicycle and pedestrian systems usage data needs for bicycle and pedestrian planning, and ensure their consideration in the overall metropolitan transportation planning process.
- Coordinate and host one or more regional bicycle and pedestrian planning or design training, outreach, or professional development opportunities for member agency staffs or other stakeholders.

- Provide staff support to the Bicycle and Pedestrian Subcommittee, supporting the regional forum for coordination and information exchange among member agency bicycle and pedestrian planning staffs and other stakeholders.

Oversight: Regional Bicycle and Pedestrian Subcommittee

Cost Estimate: \$108,700

Products: Compilation of bicycle and pedestrian facilities for the TIP; completion of a new regional bicycle and pedestrian plan; maintenance of the regional bicycle and pedestrian plan on the TPB website; one or more regional outreach workshops; Subcommittee minutes, agendas, and supporting materials; white papers or other research and advisory materials as necessary

Schedule: Bimonthly

F. REGIONAL BUS PLANNING

This work activity will provide support to the Regional Bus Subcommittee for the coordination of bus planning throughout the Washington region, and for incorporating regional bus plans into the CLRP and TIP. The Regional Bus Subcommittee is a forum for local and commuter bus, rail transit, and commuter rail operators and other agencies involved in bus operation and connecting transit services. The Subcommittee focuses on bus planning as well as regional transit issues, such as data sharing and technical projects.

The major topics to be addressed in FY 2014 include the following:

- Continued refinement of a priority list of regional projects to improve bus transit services.
- Provide a forum for discussion of the development of the performance measures and selection of performance targets required under MAP-21, in order to coordinate with relevant providers of public transportation to ensure consistency to the maximum extent practicable.
- Development and publication of useful operations, customer, and financial data on regional bus services for TPB and public utilization.
- Coordination and evaluation of CLRP and TIP proposals and amendments with regard to bus transit service plan implementation.
- Provide technical advice and input regarding regional transportation and land use coordination, including the development of transit assumptions for TPB planning studies.

- Facilitation of technology transfer and information sharing as it relates to regional, state and local bus transit services, including for Bus Rapid Transit (BRT) projects, customer information, and other common issues.
- Coordination with other regional committees regarding bus transit participation in planning and training activities, including but not limited to the Regional Emergency Support Function (RESF) #1 at COG, and the MATOC Transit Task Force.
- Coordination with the TPB Management, Operations, and Intelligent Transportation Systems (MOITS) Policy Task Force and MOITS Technical Subcommittee regarding integrated planning for bus services and street operations.
- Coordination with the TPB Access for All (AFA) Committee to enhance regional mobility for all populations.

Oversight:	Regional Bus Subcommittee
Cost Estimate:	\$100,000
Products:	Data compilation, reports on technical issues, and outreach materials
Schedule:	Monthly

G. HUMAN SERVICE TRANSPORTATION COORDINATION

Under the final USDOT planning requirements for SAFETEA-LU, a Coordinated Plan was required to guide funding decisions for three Federal Transit Administration (FTA) programs: 1) Formula Program for Elderly Persons and Persons with Disabilities (Section 5310); 2) Job Access and Reverse Commute for Low Income Individuals (JARC, Section 5316); and 3) New Freedom Program for Persons with Disabilities (Section 5317). In 2009, the TPB adopted an Update to the Coordinated Human Service Transportation Plan for the National Capital Region ("Coordinated Plan"). The TPB became the designated recipient of the SAFETEA-LU's JARC and New Freedom programs in 2006 for the Washington DC-VA-MD Urbanized Area.

MAP-21 eliminated the JARC program and consolidated the New Freedom and the Section 5310 Elderly and Individuals with Disabilities Program into a new program "Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities." In FY2013, TPB staff facilitated the designation of a recipient for the new Enhanced Mobility program in coordination with TPB staff, the D.C. Department of Transportation (DDOT), the Maryland Transit Administration (MTA), and the Virginia Department of Rail and Public Transportation (DRPT).

The Human Service Transportation Coordination Task Force ("Task Force") will assist

with the implementation of the new Enhanced Mobility Program in the Washington DC-VA-MD Urbanized Area. The TPB created the Task Force in 2006 to develop and help implement the Coordinated Human Service Transportation Plan which guided project selection for JARC and New Freedom under SAFETEA-LU. Under MAP-21, the Coordinated Plan will establish criteria to guide project selection for the new Section 5310 Enhanced Mobility program. The Task Force is comprised of human service and transportation agency representatives from each TPB jurisdiction as well as consumers and private providers. The Task Force establishes priorities for solicitations and assists with outreach. Proposed work activities include:

Support the activities of the TPB Human Service Transportation Coordination Task Force which will oversee the following work activities:

- Review and update the Coordinated Plan and the selection criteria as needed based on FTA guidance on MAP-21 for human service transportation coordination and the new Section 5310 Enhanced Mobility Program;
- Support the implementation of the new 5310 Enhanced Mobility Program for the Washington DC-VA-MD Urbanized Area under MAP-21, including:
 - In preparation for the solicitation of Enhanced Mobility program grant applications, identify priority projects that have the greatest potential for long-term benefits for persons with disabilities and older adults; and
 - Assist with project solicitation by notifying potential applicants of grant availability.

Coordinate the activities of the coordination task force with the TPB Access For All Advisory Committee and the Private Providers Task Force.

Oversight:	Transportation Planning Board
Cost Estimate:	\$114,800
Products:	Updated Coordinated Plan, Project Priorities for the New Enhanced Mobility Grant Solicitation, and Project Recommendations
Schedule:	June 2014

H. FREIGHT PLANNING

Under this work task, TPB will provide opportunities for consideration, coordination, and collaborative enhancement of planning for freight movement, safety, facilities, and activities in the region. An updated Regional Freight Plan was completed in FY2010, and provides guidance for continued regional planning activities. Major topics to be addressed include the following:

- Support the TPB Freight Subcommittee.
- Complete a new Regional Freight Plan.

- Maintain the Regional Freight Plan and supporting information on the TPB website for member agency and public access.
- Ensure consideration of freight planning issues in overall metropolitan transportation planning, including:
 - Work proactively with the private sector for consideration of private sector freight issues. Identify topics of interest to private sector, often competing trucking and freight stakeholders.
 - Continue following up on recommendations from the Regional Freight Forum held in FY2011.
 - Advise the TPB and other committees in general on regional freight planning considerations for overall metropolitan transportation planning.
 - Coordinate with federal, state, and local freight planning activities.
- Address MAP-21 requirements related to freight planning, including:
 - Analyze available freight movement data for the region including FHWA Freight Analysis Framework total tonnage and total value data for truck, rail, air cargo, and maritime movements in our region; this data may inform freight performance measures.
 - Monitor federal rulemaking on freight performance measures.
 - Coordinate with member states on the establishment of freight targets.
 - Coordinate with TPB travel monitoring and forecasting activities on freight considerations.
 - Examine truck safety issues.
 - Develop ongoing freight component input to the Constrained Long Range Plan (CLRP).
 - Keep abreast of regional, state, and national freight planning issues.
 - Undertake the "Freight Around the Region" project, to collect information and analyze each National Capital Region jurisdiction's role in goods movement and its contribution to the regional economy.
 - Undertake freight stakeholder outreach with representatives of the freight community, including carriers, shippers, and other stakeholders, to gain their input on regional freight movement, safety and other issues and to gauge their interest in state and MPO planning and programming processes.
 - Publish a periodic e-newsletter on regional freight planning issues.

Oversight: TPB Freight Subcommittee

Cost Estimate: \$150,000

Products: New Regional Freight Plan; data compilation and

outreach materials as needed; white paper(s) on technical issues as needed; structured interviews and summarized results; documentation as necessary supporting MAP-21 requirements of freight planning

Schedule: Bimonthly

I. METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM PLANNING

Under this work task, TPB will provide planning support for the Metropolitan Area Transportation Operations Coordination (MATOC) Program, in conjunction with the MATOC Steering Committee, subcommittees, and partner agencies. This task is the metropolitan transportation planning component of a larger set of MATOC Program activities, including operational and implementation activities, funded outside the UPWP. The Metropolitan Area Transportation Operations Coordination (MATOC) Program's mission is to provide situational awareness of transportation operations in the National Capital Region (NCR) through the communication of consistent and reliable information, especially during incidents. MATOC's information sharing is undertaken in large part through the Regional Integrated Transportation Information System (RITIS). RITIS is an automated system that compiles, formats, and shares real-time traffic and transit data among the region's transportation agencies. RITIS was developed on behalf of the region by the Center for Advanced Transportation Technology Laboratory at the University of Maryland. Data provided through RITIS is in daily use by the region's major transportation operations centers.

As a complement to the externally-funded operations activities of MATOC, this UPWP task is to provide ongoing TPB staff planning assistance to the MATOC Program, as a part of the TPB's metropolitan transportation planning activities. Planning activities under this task include:

- Committee Support: Provide administrative support of MATOC Steering Committee and subcommittee meetings, including preparation of agendas and summaries and tracking of action items.
- TPB Reports: Provide briefings to the TPB on MATOC Program progress.
- TPB Staff Participation: Provide input and advice to the MATOC Information Systems Subcommittee and Operations Subcommittee.
- Coordinate as necessary with the Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee
- Outreach: Coordinate the work of MATOC with other organizations, for example, with public safety or emergency management groups and media representatives; prepare articles, presentations and brochures to convey MATOC concepts, plans, and accomplishments. Also coordinate with the COG Regional Emergency Support Function # 1 - Emergency Transportation Committee.

- **Implementation Planning:** Prepare implementation plans describing the work required to reach defined stages of MATOC operating capability, including expert input from MATOC subcommittees.
- **Financial and Legal Analysis:** Support discussion of the identification of funding sources, estimation of funding needs, as well as preparation of legal agreement materials that provide for the long term sustainability of MATOC.
- **Performance Measurement:** Support MATOC committee discussions of assessing progress against MATOC's defined goals and objectives.
- **Supporting Materials:** Develop supporting or informational materials for the above activities as necessary.

Oversight: MATOC Steering Committee; MOITS Technical Subcommittee

Cost Estimate: \$120,000

Products: Agendas, minutes, summaries, and outreach materials as needed; white paper(s) on technical issues as needed; regular briefings and reports to the TPB, MATOC committees, and the MOITS Policy Task Force and Technical Subcommittee

Schedule: Monthly

3. FORECASTING APPLICATIONS

A. AIR QUALITY CONFORMITY

The objective of this work activity is to ensure that TPB plans, programs and projects meet air quality requirements. The 1990 Clean Air Act Amendments require that detailed systems level detailed technical analyses are conducted to assess air quality conformity of transportation plans and programs. Procedures and definitions for the analyses were originally issued as EPA regulations in the November 24, 1993 *Federal Register*, and subsequently amended and issued, most recently in a March 2010 EPA publication. In addition, federal guidance has also been published at various times by the EPA, FHWA and FTA.

The 2013 Constrained Long Range Plan (CLRP) and FY2013-18 Transportation Improvement Program (TIP) will address ozone, wintertime carbon monoxide, and fine particles (particulate matter, PM_{2.5}) requirements, including differing geographical boundaries, inventory time periods, and evaluation criteria by pollutant. The schedule for adoption of the updated plan and TIP calls for most of the work to be completed in FY2013. As the Public Comment Period extends beyond the end of FY2013 and into the start of FY2014, it is anticipated that the final stages of the plan development consisting of incorporation of the public comments, development of the final report, adoption by the TPB and subsequent transmittals will take place in July 2013. Upon adoption of the 2013 CLRP, a new Air Quality Conformity cycle will begin for the 2014 CLRP and FY2015-19 TIP, which will run throughout FY2014.

The interagency and public consultation procedures of TPB are based on the November 24, 1993 EPA regulations, which were adopted by TPB in September 1994 and subsequently amended to reflect additional requirements in August 15, 1997 regulations, which were adopted by TPB in May 1998. These procedures address the preparation of the annual UPWP and TIP and any updates to the regional plan or programs. The procedures involve timely announcement of upcoming TPB activities relating to air quality conformity and distribution of relevant material for consultation purposes.

The FY2014 work program will include the following tasks:

- Completion of conformity analysis of the 2013 CLRP including addressing any emissions, mitigation needs, preparation of a final report to document procedures and results and to address comments and testimony received, and documenting and organizing all data files for use in subsequent regional and corridor/subarea planning studies.
- Preparation and execution of a work program for analysis of the 2014 CLRP & FY2015-20 TIP using the most up-to-date project inputs, planning assumptions, travel demand model, software and emissions factor model (MOVES); preparation of a draft report on the conformity assessment.
- TPB interagency and public consultation procedures; this includes funding for review and coordination work on the part of COG/DEP staff to reflect involvement

by the Metropolitan Washington Air Quality Committee (MWAQC) in the public and interagency consultation process.

- Coordination of project solicitation, documentation, and emissions reduction analysis associated with CMAQ projects. Perform incidental air quality conformity reviews (non-systems level), as required throughout the year.
- Keeping abreast of federal requirements – as they are updated throughout the year – on air quality conformity regulations and guidance; revision of work program elements as necessary.

Oversight:	Technical Committee in consultation with MWAQC committee
Cost Estimate:	\$563,200
Products:	Final report on 2013 CLRP Air Quality Conformity Assessment; Work Program for 2015 CLRP & FY2015-20 TIP Conformity Assessment
Schedule:	June 2014

B. MOBILE EMISSIONS ANALYSIS

The objective of this work activity is to conduct a broad range of analyses aiming to quantify emissions levels of various pollutants and ensure that TPB plans, programs and projects meet air quality requirements. A component of this work activity is the analysis, assessment and evaluation of the performance of Transportation Emissions Reduction Measures (TERMs) associated with PM2.5 and 8-hour ozone SIPs.

The FY2014 work program will include the following tasks:

- Development of input data for MOVES2013 model runs, review and evaluation of MOVES2013 inputs and outputs. Mobile emissions will also be developed for GHG pollutants using the MOVES2013 model once it becomes fully operational in support of strategic planning scenarios as part of the TPB's Scenario Task Force activities and the COG Board's Climate, Energy, and Environment Policy Committee (CEEPC).
- Execution of sensitivity tests (as necessary) assessing the likely impacts of input data changes in MOVES2013 model runs
- Measurement of the on road mobile emissions reductions attributable to current and future Transportation Emissions Reductions Measures (TERMs)
- Technical support to the Commuter Connections Program in support of developing implementation plans and evaluating current and future TERMS

- Funding for the COG Department of Environmental Programs (DEP) in support of its contributions towards provision of data from the state air agencies, and updates on federally-mandated issues related to mobile emissions as part of the annual air quality conformity determinations and development of budgets for updates to State Implementation Plans (SIPs).
- Response to requests for technical assistance by governmental entities and/or their consultants working on technical analyses or corridor/subarea transportation planning studies.
- Development of presentation material, rendering technical support and attendance of MWAQC and CEEPC meetings, policy discussions and public hearings.
- Monitoring of performance measures development associated with air quality as mandated by MAP-21

Oversight:	Technical Committee and Travel Management Subcommittee, in consultation with MWAQC committees
Cost Estimate:	\$640,100
Products:	Reports on TERM evaluation and on greenhouse gas emissions reduction strategies; Updated mobile source emissions inventories / reports as required addressing ozone and PM _{2.5} standards and climate change requirements
Schedule:	June 2014

C. REGIONAL STUDIES

Regional Transportation Priorities Plan

In July 2011, the TPB approved a work scope and process for developing the TPB Regional Transportation Priorities Plan (RTPP). Development of the two-year plan began in July 2011 in FY 2012 with completion anticipated by the beginning of FY 2014. The priority planning process will use a set of performance measures to quantify progress toward regional goals and to identify the near and long term challenges and ten to fifteen potential actions or strategies needed to address them. The process includes three tasks:

Task 1: Reaffirm Regional Goals and Agree Upon Performance Measures

In January 2012, the final Interim Report on Task 1 was presented to the TPB. The report reaffirmed regional goals, and presented possible performance measures, challenges, and strategies for addressing regional challenges.

Five listening sessions with citizen groups and regional stakeholders were held in January and February 2012 to get feedback on the possible performance measures, goals challenges, and strategies for addressing regional challenges. Based upon this feedback from the listening sessions, simpler, less technical performance measures, challenges, and strategies were developed for use in a Citizens Forum on June 2, 2012. During the 5-hour forum, the RTPP materials were presented to a representative sample of the persons in region. The feedback from the forum provided lessons for effectively communicating with the broader public about regional challenges and obtaining useful feedback on transportation priorities.

Task 2: Determine Regional Challenges and Strategies to Address Them

In July 2012, the final Interim Report on Task 2 was presented to the TPB. This report documented the activities from January to June 2012 and presented a comprehensive and refined set of goals, challenges, and (near-term, ongoing, and long-term) strategies to be used in developing the plan. It also presented a proposed public involvement methodology to be utilized to obtain public input on the strategies for the plan.

Task 3: Develop Regional Priorities

In the first half of FY 2013, content was developed for inclusion in a web-based community engagement tool to survey a large representative sample of the public to obtain their assessments of the strategies. Statements of the regional transportation challenges were crafted together with clear descriptions of strategies for addressing them. Potential funding methods are part of all of the strategies. The web-based tool was developed and tested and content loaded. In the second half of FY 2013, the web-based tool was utilized to survey a representative sample of about 600 persons to obtain their assessments about which strategies are the most feasible. In June 2014, the Interim Report on Task 3 on the ten to fifteen near-term, ongoing, and long-term prioritized strategies will be prepared. The final report incorporating the three interim reports on the regional transportation priorities plan will be produced in early FY 2014.

In FY 2014, the following activities are proposed:

- For the highest prioritized near-term, on-going, and long-term strategies identify policy actions and potential projects to be incorporated into the 2014 CLRP. Assess project benefits and costs and identify existing funding sources for near-term implementation. For the unfunded on-going high priority strategies, identify detailed funding needs and develop specific funding proposals.
- For the highest prioritized long-term transportation and land use strategies, develop more details on new projects' costs and implementation phasing for comparison to the adopted CLRP baseline. Support a comprehensive assessment of regional benefits and costs using performance measures and proposed funding sources for long-term implementation.
- Recognizing that improving regional performance will require combining transportation and land use strategies in a synergistic manner, candidate long

term priorities will be incorporated into variations on the TPB Aspirations Scenario alternative land use/transportation scenario for comparison to the adopted CLRP baseline with respect to individual regional performance measures as well as in terms of a comprehensive assessment of regional benefits and costs. The TPB Version 2.3 travel demand model and the EPA Motor Vehicle Emissions Model (MOVES) will be used to quantify the performance of these variations on the TPB Aspirations Scenarios.

Support for COG's Region Forward

Since FY 2011, TPB staff has provided support for the Metropolitan Washington Council of Government's (COG) Region Forward regional planning efforts involving transportation. Region Forward is supported by a voluntary compact signed by all of the COG member jurisdictions, and outlines a series of targets and indicators that measure progress towards creating and attaining a more accessible, sustainable, prosperous, and livable future. In FY 2014, TPB staff will continue to provide support for these regional planning efforts involving transportation.

Prepare Grant Applications for US DOT Grant Funding Programs

In February 2010, the TPB was awarded \$58.8 million for a regional priority bus network under the TIGER I grant program. In September 2012, the TPB was awarded a \$200,000 Transportation, Community, and System Preservation (TCSP) Grant to identify strategic bicycle and pedestrian access improvements for rail station areas in the region. In FY 2014, TPB staff will respond to promising opportunities for submitting project grant applications for USDOT grant funding programs, as approved by the TPB.

Oversight: Transportation Planning Board

Cost Estimate: \$516,300

Products: Final report on regional priorities plan- September 2013

Policy actions and potential projects to be incorporated into the 2014 CLRP- December 2013

Report on comprehensive assessment of long-term strategies – June 2014

Project grant applications for USDOT grant funding programs as approved by TPB

D. COORDINATION OF COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING PROCESSES

Under this work activity staff will support the Planning Directors Technical Advisory Committee (PDTAC) and the TPB Technical Committee in the coordination of local, state

and federal planning activities and the integration of land use and transportation planning in the region.

The following work activities are proposed for FY 2014:

- Work with the Planning Directors Technical Advisory Committee (PDTAC) to update the map of Regional Activity Centers and refine the development of community investment typologies.
- Work with members of the Cooperative Forecasting Subcommittee to review and update the national and regional economic growth assumptions that are inputs into the top-down Cooperative Forecasting regional econometric model and analyze changes in regional economic, demographic and housing trends drawing on the results from the Census American Communities Survey (ACS) and from other available federal, state, local data sources.
- Work with members of the Cooperative Forecasting Subcommittee to enhance and improve the quality of small area (TAZ-level) employment data. This effort will involve the tabulation and analysis of state ES-202 employment data files for DC, MD and VA and collaboration with the National Capital Planning Commission (NCPC) and the General Services Administration (GSA) to obtain site specific employment totals for federal employment sites in the region.
- Work with the members of the Cooperative Forecasting Subcommittee, the region's Planning Directors, the Baltimore Metropolitan Council, the Tri-County Council for Southern Maryland, the George Washington Regional Planning Commission and the Planning Directors of Fauquier County- VA, Clarke County-VA and Jefferson County-WV to develop updates to the Round 8.2 Cooperative Forecasts by jurisdiction and reconcile these updated local jurisdiction forecasts with the regional econometric benchmark projections.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to develop updated Round 8.3 Transportation Analysis Zone (TAZ)-level growth forecasts.
- Update and maintain Cooperative Forecasting land activity databases that are used as input into TPB travel demand-forecasting model. Prepare updated Round 8.3 TAZ-level population, household, and employment forecasts for both COG member and non-member jurisdictions in the TPB Modeled Area.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to assess the effects of significant transportation system changes on the Cooperative Forecasting land activity forecasts. Document key land use and transportation assumptions used in making updates to the Cooperative Forecasting land activity forecasts
- Respond to public comments on updated Round 8.3 forecasts and the Cooperative

Forecasting process.

- Develop and publish useful economic, demographic and housing-related information products including the Regional Economic Monitoring Reports (REMS) reports, the annual "Commercial Development Indicators" and economic and demographic data tables to be included in the Region Forward Baseline analysis.

Oversight: Technical Committee

Estimated Cost: \$806,800

Products: Coordination of Land Use and Transportation Planning in the Region, Review and Update of Regional Econometric Model, Update of Regional Planning Databases, Mapping of Updated Regional Activity Centers, Development and Distribution of technical reports and information products.

Schedule: June 2014

4. DEVELOPMENT OF NETWORKS AND MODELS

A. NETWORK DEVELOPMENT

This activity will involve the development of transportation network files which are primary inputs to the regional travel demand model and are used to reflect system improvements as specified in the evolving TIP and CLRP. During FY-2014, TPB staff will continue to develop network files that are compliant with the adopted Version 2.3 travel demand model (or its successor) to support regional and project planning needs. Staff will continue to serve network-related needs associated with long-term models development activities.

The following FY 2014 work activities are proposed:

- Update the TPB's base-year (2013) transit network to the most current operating conditions, in cooperation with the local transit providers in the Metropolitan Washington Region.
- Prepare base- and forecast-year highway and transit networks in accordance with the latest TIP and CLRP elements and in accordance with the Version 2.3 travel demand model requirements. The future-year networks will be subsequently developed over the updated base-year network. Provide guidance in the development of network inputs to other technical staff members in the department.
- Support the development of networks for special regional planning studies, and for other developmental work in the Models Development program.
- Continue to support technical refinements in the models development, including a multi-year migration in the transit network building software, from TRNBUILD to Public Transport (PT).
- Support the ongoing analysis of newly collected INRIX speed data and traffic ground count data for the evaluation of the regional travel model performance. Network analysis may also include the review of federal functional facility-type designations that have been established as part of the 2010 CTPP.
- Respond to technical data requests associated with network-related information, including transit line files, station files, and shape files associated with features of the regional highway or transit network.
- Further refine the TPB's existing ArcGIS-based system which is used to facilitate network coding and network file management.

Oversight: Travel Forecasting Subcommittee

Cost Estimate: \$769,700

Products: A series of highway and transit networks reflecting the latest TIP and Plan, and compliant with the Version 2.3 travel model. Technical documentation will be furnished.

Schedule: June 2014

B. GIS TECHNICAL SUPPORT

Under this work activity staff will provide Geographic Information System (GIS) data and technical support to users of the COG/TPB GIS for many important TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.

The following work activities are proposed for FY 2014:

- Provide data and technical support to staff using the COG/TPB GIS for development and distribution of data and information developed by the TPB planning activities, including Regional Studies, the CLRP, the TIP, Congestion Monitoring and Analysis, Cooperative Forecasting, Regional Transportation Data Clearinghouse, Network and Models Development, and Bicycle Planning.
- Provide ongoing maintenance and support of GIS-based transportation network management and editing tools.
- Enhance GIS-based transportation network management and editing tools based on user experience.
- Enhance the COG/TPB GIS Spatial Data Library with updated transportation and non-transportation features as these data become available.
- Add additional transportation attribute data, land use features and imagery data to the COG/TPB GIS Spatial Data Library.
- Update GIS Spatial Data Library documentation, GIS User Guides and technical documentation of various GIS software applications as required.
- Maintain and update an intranet-based GIS Project Information Center that lists and describes DTP GIS databases and applications currently being developed, as well as those that are currently available.
- Train staff on use of GIS databases for transportation planning.
- Continue to coordinate the regional GIS activities with state DOTs, WMATA, and the local governments through COG's GIS Committee and subcommittees.
- Maintain and update COG/TPB's GIS-related hardware and software.

- Respond to request for COG/TPB GIS metadata, databases, and applications.

Oversight:	Technical Committee
Estimated Cost:	\$548,800
Products:	Updated GIS software, Databases, User Documentation and Training materials; Support of GIS transportation network management.
Schedule:	June 2014

C. MODELS DEVELOPMENT

The Models Development activity functions to maintain and advance the TPB's travel forecasting methods and practices, which are critical to ongoing transportation planning work. Models development activities are formulated around the areas of data collection, short- and long-term models development, research, and maintenance. During FY 2014, staff will continue to support the application and refinement of the currently adopted Version 2.3 travel model to serve regional and project planning needs. Staff will also maintain a consultant-assisted effort to evaluate existing forecasting practices and to provide advisement on longer-term improvements. All staff-proposed improvements to the regional travel model will be implemented in consultation with the TPB Travel Forecasting Subcommittee (TFS).

The following FY 2014 work activities are proposed:

- Support the application of the Version 2.3 travel model for air quality planning work and other planning studies conducted by TPB staff. This will include the update of travel modeling inputs as necessary (external trips and other exogenous trip tables), investigating technical problems that might arise during the course of application, and documenting refinements to the model. Staff will also support local project planning work on an "as needed" basis.
- Continue the consultant-assisted effort to improve the TPB travel model and to conduct focused research on selected technical aspects of travel modeling in order to keep abreast of best practices.
- Staff will work with state and local transportation agencies in identify ways in which the regional model might be used to formulate performance-based measures as required in MAP-21.
- Continue the investigation of refinements to the Version 2.3 model, drawing from recommendations compiled from past consultant-generated reviews of the regional travel model. These refinements will focus most immediately on enhancements to the existing traffic assignment process, the mode choice model, including the use of the PT transit building platform for building transit networks. Staff will also

continue efforts to reduce model computation times using distributed processing and high-end workstations.

- Continue with sensitivity testing with the Version 2.3 travel model, in consultation with the TFS.
- Supporting the integration of the travel demand model with the new EPA MOVES model for estimating mobile emissions. This work may involve the use of INRIX travel speed data as a way of refining speed-flow functions used to estimate hourly volumes and volume flows on network links.
- Continue the analysis of geographically focused household travel survey data that TPB staff has collected during FY 2012. This will include a comparison of surveyed data against modeled data as a way of assessing model performance and reasonability.
- Keep abreast of new developments in travel demand forecasting, both short-term developments (such as for trip-based, four-step models) and long-term developments (such as ABMs and airport choice and ground access mode choice models). Staff will also continue participation in the AMPO Travel Modeling Work Group, other organizations and activities, such as the Transportation Research Board (TRB), the Travel Modeling Improvement Program (TMIP), the Federal Transit Administration (FTA) guidelines on modeling for New Starts, the Institute of Transportation Engineers (ITE).
- Staff will keep abreast of hardware and software needs and opportunities, including the potential use of “cloud computing” and the use of versioning software as an efficient way of tracking model code as it evolves with model refinements over time.
- Provide staff support for the TPB Travel Forecasting Subcommittee which is the forum charged with overseeing technical practices and improvements to the TPB travel forecasting process. This will include organizing meetings, preparing regular presentations, and coordinating with internal and external meeting participants on presentation items.

Oversight:	Travel Forecasting Subcommittee
Cost Estimate:	\$1,071,200
Products:	Updated travel models; documentation of models development activities; and recommendations for continued updating of the travel demand modeling process, where applicable.
Schedule:	June 2014

D. SOFTWARE SUPPORT

This work element supports the infrastructure needs of the TPB microcomputer-based travel demand forecasting model and the emissions models used in air quality applications. It consists of software, hardware and knowledge-based maintenance of all the systems needed for successful model runs. Activities performed under this work activity include: (1) development and testing of revisions and upgrades of the software currently in use (2) tests of new software needed for the successful execution of model runs, file management and upkeep, data storage, retrieval and transfer systems etc. (3) training of TPB staff in use of models and adopted systems. Throughout FY2013 staff will closely monitor the performance of all software and hardware systems and it will research and evaluate potential system upgrades through testing and demonstration.

The FY2014 work program will include the following tasks:

- Continued support on executing CUBE / TP+ runs and migration to CUBE / Voyager in running TPB travel demand forecasting applications.
- Continued support on MOVES emissions model runs and supporting software applications.
- Training of DTP staff in various applications of CUBE/ TP+, CUBE / Voyager and MOVES.
- Monitoring of the performance of DTP desktop and laptop microcomputer hardware and software and make upgrades as appropriate.
- Coordination with the COG Office of Technology Programs and Services (OTPS) staff in this task and in applications under the Microsoft Windows operating system.
- Maintenance of the data storage systems for the back-up, archiving and retrieval of primary regional and project planning data files.
- Support development and execution of applications of micro simulation software.

Oversight: TPB Technical Committee

Cost Estimate: \$178,900

Products: Operational travel demand forecasting process plus operational MOVES2010 Models; File transfer, storage and retrieval processes; DTP staff training in CUBE/ TP+, CUBE / Voyager, and MOVES2010 systems; and Microcomputer hardware to support CUBE/ TP+, CUBE / Voyager, MOVES2010, and other operations.

Schedule: June 2014

5. TRAVEL MONITORING

A. CORDON COUNTS

Monitoring of the volume of period weekday travel entering the Central Employment Area of the region during the AM Peak Period and exiting the Central Employment Area during the PM Peak Period is performed on a 3 to 4-year cycle. In FY 2014 staff will process, tabulate and analyze the auto and transit count data collected in the spring 2013 Central Employment Area Cordon Count and prepare a technical report summarizing the key findings and changes from previous Central Employment Area Cordon Counts. Staff will also prepare a technical report appendix containing the detailed auto and transit count data for each 2013 Central Employment Area Cordon Count site.

Oversight:	Travel Forecasting Subcommittee
Estimated Cost:	\$250,800
Products:	2012 Central Area Cordon Count Technical Report and Appendix
Schedule:	January 2014

B. CONGESTION MONITORING AND ANALYSIS

Congestion Monitoring supplies data for the Congestion Management Process (CMP - Item 2A) and Models Development (Item 4C). The program monitors congestion on both the freeway and the arterial highway systems, to understand both recurring and non-recurring congestion. Data collection methods include a combination of aerial surveys, field data collection, and/or data procured from private sources. Examples of emerging technologies include probe-based data and Bluetooth-based data. As part of three-year cycles since 1993, in spring 2014 an aerial survey of the region's freeway system will be conducted, results to be coordinated with other data sources under this task as well as the Congestion Management Process. Data collection methods and sources for both freeways and arterials will also be examined from the perspective of MAP-21 requirements, especially as related to the CMP.

Oversight:	MOITS Technical Subcommittee
Cost Estimate:	\$350,000
Products:	Transportation systems monitoring data sets and analysis reports from the aerial survey of the region's freeways; documentation as necessary supporting MAP-21 requirements of congestion monitoring and analysis

Schedule: June 2014

C. TRAVEL SURVEYS AND ANALYSIS

Household Travel Survey

In FY 2012-2013, the 2007/2008 Regional Household Travel Survey data was supplemented with collection of household travel survey data from 4800 households in 14 focused geographic subareas of the region. This additional household travel survey data collection was in response to the need expressed by local jurisdiction users of the household travel survey to have additional household samples in smaller geographic subareas to analyze specific aspects of daily travel behavior in these smaller geographic areas. In FY 2014, staff will continue to support users of TPB household travel survey data, update user documentation and provide technical assistance to the users of these survey data and collect additional household travel survey data.

The following work activities are proposed for FY 2014:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey and the Geographically-Focused Household Surveys conducted in 2011-2013. Update of survey data files and user documentation as required.
- Continue to mine data collected in the 2007/2008 Regional Household Travel Survey the Geographically-Focused Household Surveys conducted in 2011-2013 support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the TPB modeled area.
- Collect household travel survey data for 2,400 households in six focused geographic subareas of the region for more intensive analysis of specific growth and transportation issues. Examples of focused geographic subareas could include Metrorail station areas of a specific type, highway corridors with recent or planned major improvements, proposed light rail study areas, or regional activity centers with specific characteristics. *Proposed focused geographic subareas for FY 2014 include: (1) St Elizabeths/Anacostia (2) Fort Totten (3) Greenbelt (4) Kentlands (5) Tysons (6) Leesburg. The proposed geographic subareas will be reviewed and subject to refinement by the TPB Technical Committee and local jurisdiction planning staff.*

Oversight: Travel Forecasting Subcommittee

Estimated Cost: \$706,300

Product: Household Travel Survey Data Collection and Processing, Household Travel Survey Analyses, Information Reports and Technical Memorandum,

Maintenance of Travel Survey Data and Documentation

Schedule: June 2014

D. REGIONAL TRANSPORTATION DATA CLEARINGHOUSE

Efficient access to a comprehensive data set containing current and historic data on the characteristics and performance of the region's transportation system is vitally important for transportation planning, air quality analysis, models development, congestion management and project evaluations. Under this work item state will continue to work with local, state, WMATA and other regional agencies to transfer data to and from the Regional Transportation Data Clearinghouse and to update the Data Clearinghouse with updated highway and transit performance data as these data become available.

The following work activities are proposed for FY 2014:

- Update Clearinghouse data files with FY 2012-2013 highway and transit network data.
- Update Clearinghouse traffic volume data with AADT and AAWDT volume estimates, hourly directional traffic volume counts and vehicle classification counts received from state DOTs and participating local jurisdiction agencies.
- Update Clearinghouse transit ridership data with data received from WMATA, PRTC, VRE, MTA and local transit agencies including the Ride-On, The Bus, ART, DASH and the Fairfax Connector.
- Add newly collected and processed freeway and arterial road speed and level of service (LOS) data to the Regional Transportation Data Clearinghouse network.
- Add updated Cooperative Forecasting data to the Clearinghouse by TAZ.
- Update Regional Clearinghouse user manuals and documentation.
- Display Clearinghouse volume, speed and LOS data on a web-based application that utilizes satellite/aerial photography imagery with zooming user interface.
- Enhance an ArcGIS server-based application for distribution of Regional Transportation Clearinghouse Data to TPB participating agencies via web browser application.

Oversight: Technical Committee

Estimated Cost: \$317,900 total

Product: Updated Clearinghouse Database and Documentation;
Web Interface to Access Clearinghouse Data

Schedule: June 2014

6. TECHNICAL ASSISTANCE

The TPB work program responds to requests for technical assistance from the state and local governments and transit operating agencies. This activity takes the form of individual technical projects in which the tools, techniques, and databases developed through the TPB program are utilized to support corridor, project, and sub-area transportation and land use studies related to regional transportation planning priorities. The funding level allocated to technical assistance is an agreed upon percentage of the total new FY 2014 funding in the basic work program. The funding level for each state is an agreed upon percentage of the total new FTA and FHWA planning funding passed through each state. The funding level for WMATA is an agreed upon percentage of the total new FTA funding. The specific activities and levels of effort are developed through consultation between the state and WMATA representatives and TPB staff.

Technical assistance projects anticipated in FY 2014 are described below. Total funds allocated to the District of Columbia, Maryland, Virginia, and WMATA for technical assistance are shown in Table 2. Work on each project is directed by staff from the respective state DOT or WMATA and is conducted by TPB staff or consultants as noted.

A. DISTRICT OF COLUMBIA

1. Program Development, Data Requests and Miscellaneous Services

This project accounts for staff time spent in developing scopes of work for requested projects and in administering the work program throughout the year. Work activities involve meeting with DDOT staff to discuss proposed projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and progress reporting throughout the projects.

Additionally, this project establishes an account to address requests which are too small or too short-lived to warrant separate scopes of work. Requests may include staff time to participate in technical review committees and task forces and execution of small technical studies.

Cost Estimate:	\$10,000
Product:	specific scopes of work
Schedule:	on-going activity

2. Traffic Counts and Highway Performance Management System (HPMS) Support

This task will include procurement of a contractor to perform 7-day vehicle classification counts and 3-day traffic volume machine counts on roadway segments and grade-separated ramps that part of DDOT's traffic counting program. A total of approximately 200 traffic counts and 60 ramp counts will be performed city-wide at locations specified by DDOT's HPMS Coordinating Committee. DTP staff will also provide quality control checking of the traffic counts conducted by the contractor and provide technical support to

DDOT in preparation of its annual HPMS submittal. This technical support will include processing of the traffic counts into average annual daily traffic (AADT) volumes, growth factoring of AADT volumes, and preparation of vehicle classification summaries of daily travel activity and preparation of traffic volume metadata.

Cost Estimate: \$235,000
Product: Machine traffic counts and HPMS submittal support
Schedule: June 2014

3. Bicycle Counts

This task includes collection of bicycle counts at locations specified by DDOT staff.

Cost Estimate: \$17,618
Product: Bicycle count files
Schedule: June 2014

4. Weigh In Motion (WIM) Station Analysis

This task includes data collection at the District's WIM station on I-295 and the nearby truck scales in conjunction with DDOT and the Metropolitan Police Department and subsequent analysis of the data to assess the difference in reported vehicle weights.

Cost Estimate: \$20,000
Product: Data and technical memorandum
Schedule: June 2014

5. Peak Period Street Restrictions Inventory

This task will develop a GIS-based inventory of District streets with peak period travel restrictions (e.g., No Standing). Data will be compiled from existing sources and field collection.

Cost Estimate: \$20,000
Product: Data and maps
Schedule: June 2014

TOTAL DISTRICT OF COLUMBIA COST ESTIMATE: \$302,600

B. MARYLAND

1. Program Development Management

This work task will account for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time needed for the development of the annual planning work program.

Cost Estimate: \$15,000

Schedule: On-going activity

2. Project Planning Studies

This work task will account for DTP staff time associated with the development of scopes of work for requested project. The work scope will account for technical support in travel demand modeling and alternative evaluations of ongoing and upcoming project planning studies. Work activities will also involve meeting with requesting agencies to discuss proposed projects, drafting and finalizing work statements and tasks, creating projects when authorized, attending project team meetings and progress reporting

Cost Estimate: \$100,000

Schedule: On-going activity

3. Feasibility/Special Studies

This work task will provide funding to support technical support on feasibility/special studies as requested by MDOT, SHA and other agencies. Work may include but not limited to technical support in ongoing corridor/subarea studies, initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities and scenario analyses. Project authorizations may occur throughout the fiscal year as priorities dictate to address transportation planning initiatives and strategic goals of MDOT, SHA and other agencies.

Cost Estimate: \$200,000

Schedule: On-going activity

4. Transportation Performance Measures

Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of

Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$15,000

Schedule: On-going activity

System Wide Evaluation: This work effort is designed: (1) to provide MDOT and SHA staff with information relating to the effectiveness of ongoing and planned regional congestion monitoring activities in the Maryland portion of the region, (2) to examine the effectiveness of such programs, including the use of before and after studies (primarily through literature reviews and analysis of existing data rather than through new collection of primary data), and (3) to evaluate the environmental impacts of projects in terms of GHG and possibly other pollutants. TPB staff will periodically brief MDOT and SHA staff to keep them informed of regional congestion monitoring activities and to discuss possible new initiatives.

Sub-Item Cost Estimate: \$30,000

Schedule: On-going activity

Traffic Impacts Evaluation: This work effort is designed to assess on a comprehensive scale the transportation impacts of development, through the analysis of such development at the local, subarea, corridor and regional levels. Different methods and evaluation criteria will be assessed for a variety of projects to appropriately consider their impacts, ranging from delay at intersections for localized studies, to travel modeling and aggregate systems level impacts for larger projects.

Sub-Item Cost Estimate: \$18,000

Schedule: On-going activity

Cost Estimate: \$63,000

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

For training purposes, this work task will account for presentations and other forms of updating for MDOT, SHA and other modal agency staff on the latest regional data, modeling procedures, interagency coordination on periodic updates of the transportation networks, land use files, and the model itself. This task will also account for miscellaneous other tasks ranging for non motorized data collection activities, organization and mapping of data, and other forms of database building in support of ongoing and upcoming planning activities of MDOT, SHA and other model staff.

Cost Estimate: \$20,000

Schedule: On-going activity

6. Transportation / Land Use Connections Program

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region in order to facilitate integrating land use and transportation planning at the community level. Begun as a 6 month regional pilot program in January 2007, the project was very well received. It was not only continued in subsequent years, but Maryland supplemented the regional effort with additional funds. This project continues those efforts by similarly reserving such supplemental funds to be distributed in fiscal year 2012.

Cost Estimate: \$160,000

Product: Grant awards, technical reports from contractors

Schedule: June 2014

7. Human Services Transportation Study Follow-on and Support

In FY2013 a human service transportation coordination study identified alternate service delivery models and funding mechanisms for the regional MetroAccess paratransit service, with a focus on Suburban Maryland. The study identified potential human service transportation coordination models and recommended an action plan for a pilot project with non-profit agencies serving people with developmental disabilities in Suburban Maryland. The study was jointly funded under the FY2013 UPWP Maryland and WMATA Technical Assistance work elements and was facilitated by the TPB staff. In FY2014, TPB staff will provide follow-up to the study, including additional work with MDOT, MTA, non-profit agencies, and private transportation providers to assist with implementation of the action plan. Additional work could include research, data collection, and stakeholder meetings to advance the action plan, and assessing existing MetroAccess alternatives in Suburban Maryland to support high quality and cost efficient transportation for people with disabilities.

Cost Estimate: \$40,000

Schedule: June 2014

8. Other Tasks yet to be defined

Other tasks are anticipated but not yet defined. This project is established to account for TPB staff time spent in responding to requests for technical assistance by MDOT, SHA, other modal agencies and jurisdictions whose scope of work or characteristics do not conform to the other work tasks of the Maryland Technical Assistance Program. Work under this project will be performed upon authorization by MDOT, SHA and/or other modal agencies and jurisdictions.

Cost Estimate: 0

TOTAL MARYLAND COST ESTIMATE: \$ 598,000

C. VIRGINIA

1. Program Development And Data/Documentation Processing

This work element accounts for DTP staff time associated with the administration of this Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents from Northern Virginia as advised by VDOT throughout the year.

Cost Estimate:	\$15,000
Product:	Data, documentation, scopes of work, progress reports
Schedule:	On-going activity

2. Travel Monitoring and Survey

This program will establish a continuous travel monitoring program for major commuting routes in Northern Virginia, with a goal of sampling each route on a 2-3 year cycle. Collected data and analysis may include volume and occupancy data, travel time data, and other information. The program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

Cost Estimate:	\$150,000
Products:	Program management plan, data and analysis, technical memorandum
Schedule:	On-going activity

3. Travel Demand Modeling

This project is designed to assist VDOT in the development of, and the evaluation of results from the regional transportation travel demand model, as adapted for its use by VDOT. Specific tasks undertaken will be identified throughout the year and are likely to include: developing forecasts and/or extracting specific information from the regional model forecasts for specific scenarios/options evolving out of ongoing studies and/or project planning efforts; and assistance with documentation, training and customization of the regional travel demand forecasting model for the Northern Virginia sub-area per VDOT's requirements.

Cost Estimate:	\$50,000
Products:	Customized travel demand model, technical memoranda.

Schedule: On-going activity

4. Regional and Sub-regional Studies

This project provides support for technical analysis for planning studies throughout the year as identified and requested VDOT and/or VDRPT. Work may include but not be limited to technical support in ongoing corridor/subarea studies, and initiation of new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. The Commonwealth requires VDOT to review and comment on the technical reports for a variety of local development proposals. Such reports are referred to as "Section 527 reports." Tasks undertaken under this work element could involve staff assisting VDOT in the review and/or analysis of such Section 527 reports. Staff may also assist VDOT in its work on a system-wide evaluation designed to provide information relating to the effectiveness of ongoing and planned projects and programs aimed at addressing the congestion and mobility challenges in Northern Virginia. This evaluation could be examined in terms of level of service, delay, and other mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects/programs.

Cost Estimate: \$314,200

Products: Travel demand modeling and technical analysis in support of Northern Virginia regional and sub-regional planning studies

Schedule: On-going activity

5. Other Tasks to be Defined

Other tasks are anticipated but not yet defined.

Cost Estimate: 0

TOTAL VIRGINIA COST ESTIMATE: \$529,200

D. WMATA

1. Program Development

This project is established to account for DTP staff time spent in developing scopes of work for requested projects and for administering the resultant work program throughout the year. Work activities will involve meeting with WMATA staff to discuss projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and reporting progress on projects throughout the year. In addition, this project will provide staff with resources to attend required meetings at WMATA.

Cost Estimate: \$5,000

Schedule: on-going activity

2. Miscellaneous Services

This miscellaneous account is a mechanism established to address requests which are too small or too short-lived to warrant separate work scopes. Past work has included requests for hard copy, plots, tape, or diskettes of data from any of the planning work activities at COG.

Cost Estimate: \$5,000

Schedule: on-going activity

3. 2014 Metrobus Passenger On-Board Survey

Background

The 2014 Metrobus On-Board Passenger Survey will be conducted by WMATA and TPB, with TBP staff managing the survey implementation. The primary purpose of this survey is to update the information from the 2008 survey. Since the last survey occurred there have been regional changes as well as Federal reporting changes. The October 2012 FTA Title VI Circular requires that passenger origin-destination surveys be conducted no less than every five years. Other objectives of the survey include obtaining and updating origin and destination information for both planning studies as well as for regional subsidy allocation. Regional subsidy allocation requires that only regional routes are surveyed, however, to be compliant with Title VI, all routes will need to be surveyed. In order to catch up to and maintain the standards of the federal requirements, a complete baseline survey is needed in calendar year 2014. Following that, 1/3 of the routes will be surveyed every year on a rolling basis, so that therein after, every route will have been surveyed every 3 years.

The 2014 survey will serve as the baseline survey to collect on-board passenger data for the entire Metrobus system, including regional and local routes, and cover both weekdays and weekends. The baseline survey will be split into two surveying periods, Spring 2014 and Fall 2014. Hence, the 2014 UPWP funds will support the first half of the survey and the 2015 UPWP funds will support the second half of the survey. TPB staff will manage the 2014 baseline survey for WMATA with the participation of WMATA staff .

Scope of Work

TPB staff will solicit proposals from qualified survey contractors to perform all data collection and processing activities associated with the conduct of a regional bus passenger survey. These duties include, but are not limited to the recruitment and training of surveyors to distribute and collect survey questionnaires, the scheduling and supervision of these surveyors, the distribution and collection of survey questionnaires to and from bus passengers, the development and implementation of survey quality control on board procedures, the entry and processing of the survey data into a electronic database, the performance of basic logic and consistency edit checks to ensure data quality and completeness and the documentation of survey results and procedures. TPB staff will also

perform geocoding as part of the survey management.

Cost Estimate: \$191,200 FY 2014

Product: Final report summarizing the survey methodology, findings, geo-coded data, and documenting all elements of the data collection and survey processing activities as well as all data files associated with the survey.

Schedule: Complete by March 2015

Baseline Survey – Phase 1

Final Project implementation plan: January 2014

Phase 1 surveys: March - May 2014

Completion of Phase 1 follow-up surveys: June 2014

Final Phase 1 deliverables: August 2014

Year 1 Baseline Survey – Phase 2 (FY 2015 UPWP)

Phase 2 implementation plan: August 2014

Phase 2 surveys: September - November 2014

Completion of Phase 2 follow-up surveys: December 2014

All final deliverables: March 2015

TOTAL WMATA COST ESTIMATE: \$201,200

7. CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

The purpose of the CASP program is to provide a regional process that supports the planning, development and operation of airport and airport-serving facilities in a systematic framework for the Washington-Baltimore Region, which includes the region's three major commercial airports: Thurgood Marshall Baltimore Washington International Airport, Ronald Reagan Washington National Airport, and Washington Dulles International Airport. Oversight of the program is the responsibility of the TPB Aviation Technical Subcommittee. The elements of the multi-year CASP work program for FY 2014 are as follows:

Update Ground Access Forecasts – Phase 2

The update of forecasts of ground access trips to the region's three commercial airports is an important step in the airport systems planning process. This project will use the results of the most recent (2011) regional air passenger survey together with the latest available airport terminal area forecasts and land activity forecasts of future growth in the Washington-Baltimore region to update forecasts of ground access trips from local area Aviation Analysis Zones (AAZ) to each of the region's three commercial airports. Phase 1 of this project will result in updated ground access trip generation rates by AAZ and will be completed during FY 2013. Phase 2 will result in updated forecasts of ground access trips by time of day and mode of arrival and will be completed during FY 2014.

In Phase 2, trip generation rates calculated in Phase 1 will be used to develop new forecasts of ground access trips from all local area aviation analysis zones to each of the region's three commercial airports by time of day and major mode of travel used to reach the airport.

Specific tasks to be completed in Phase 2 are: determination of the time of day distribution of base year and forecast weekday ground access trips to each airport from each AAZ, calculation of base year and forecast average weekday ground access trips to each airport from each AAZ by time of day and major arrival mode, determination of average vehicle occupancy for base year and forecast ground access auto trips and calculation of base year and forecast average weekday auto driver trips to each airport from each AAZ by time of day. The products of Phase 2 will be base year and forecast ground access trip tables and a report that summarizes the project results and documents the project methodology. These ground access forecasts will then be used as inputs for the update of the CLRP and will serve as the basis for revising the Ground Access Element of the Regional Airport System Plan during FY 2015.

Cost Estimate: \$ 93,000

Ground Access / Air Cargo Element Update – Phase 1

The purpose of this project is to update the Ground Access/Air Cargo Element of the Regional Airport System Plan to examine ground accessibility for both air passengers and cargo. Maintaining ground access to the region's airports by both passengers and cargo provides significant benefits to the region's economy. However, ground access and landside congestion problems are expected to increase in the future. These ground access

problems could adversely impact airport use in the Washington-Baltimore region.

This update will provide an analysis of current and forecast ground access problems at DCA, IAD, and BWI. It will analyze how current and future traffic congestion affects access to the airports by passengers and cargo. It will also look at overall conditions and demand for air cargo facilities in the region. Further, this plan element will integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access to the region's airports. Phase 1 entails preparation of the scope of work of the Ground Access/Air Cargo Element Update and completion of the supply analysis, which will entail identifying current and planned ground access facilities and services for passengers and cargo and identifying cargo facilities at these airports.

Specific tasks to be completed in this phase include: review and documentation of existing facilities and services providing ground access to the region's three major commercial airports; review and documentation of existing and proposed ground access projects and service improvements; review and documentation of other regionally-significant access studies; review and identification of major ground access issues and constraints; and, for cargo specifically, focus on the goods movement portion of airport access. This phase concludes with a final report of the supply analysis findings.

Cost Estimate: \$ 60,000

Process 2013 Air Passenger Survey – Phase 1

The purpose of the APS is to collect information about travel patterns and user characteristics of air passengers using the three major commercial airports and to help determine airport terminal and groundside needs. Data from the air passenger surveys will provide the basis for analysis of major changes in airport use in the region and planning for future airport improvements. Phase 1 of this project will result in a final survey database for general analysis. Phase 2 will involve geocoding and further data analysis including preparation of summary findings and a full technical report. Survey design, sample generation and data collection for the 2013 APS will be jointly funded by MWAA and MAA. The processing of the data collected in the 2013 APS will be carried out in this CASP project. Specific tasks in Phase 1 of this project are: data editing and final database creation.

Cost Estimate: \$120,000

TOTAL CASP COST ESTIMATE: \$273,000

8. SERVICE/SPECIAL PROJECTS

In addition to the TPB basic work program in the UPWP and the Continuous Airport System Planning (CASP) program, service work or special technical studies as specified in contracts between the transportation agencies and COG may be included in the UPWP. Services or special projects are authorized and funded separately by the transportation agencies.

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**IV. PROPOSED FY 2014 STATE TRANSPORTATION AGENCY
STATE PLANNING AND RESEARCH PROGRAMS (SPR)**

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District of Columbia Department of Transportation
State Planning and Research (SPR) Program Elements Supporting
the Washington Area Work Program FY 2014

Strategic Planning Program Management: Develop a long-range plan that incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements. Promote a transportation system that is efficient, effective and safe for multi-modal users.

Strategic State and Regional Planning: Ensure the District complies with the planning requirements of MAP-21 §52005; 23 USC 505 by maintaining and improving the safety of all components of the transportation system. Ensure planning of future highway programs and local public transportation systems and planning of the financing of such programs and systems, including metropolitan and statewide planning.

Development Review: Review development plans for transportation impact and ensure site plans are in proper compliance while maintaining system efficiency and safety.

Active Transportation Program Management: Promote a safe and convenient bicycling, walking and public transit. Encourage the reduction of single occupant vehicle travel and support modes of transportation that are clean, advances physical activity, and elevate environmental stewardship and resource conservation.

Project Development and Excellence: Enhance the performance of the transportation system while protecting and enhancing the environment. Review projects for environmental compliance and address issues as they relate to environmental planning and coordination. Coordinate with the District Department of the Environment on air quality initiatives and serve as the liaison for the District's and Regional Air Quality Program.

Data Collection, Analysis and Dissemination: Collect and analyze data in support of the Highway Performance Monitoring System (HPMS), a data system that reflects the extent, condition, performance, use, and operation characteristics of highways required by federal legislations for surface transportation.

Traffic Safety Data Collection: Collect, manage, and analyze transportation data such as vehicle crashes, traffic counts and the review of design documents for safety improvements.

Metropolitan Planning: Describes the regional transportation planning and special technical assistance projects proposed to be undertaken July 1, 2013 through June 30, 2014 by COG/TPB staff in cooperation with state and local agencies and WMATA.

Program Funding: The FY 2014 SPR Program funding is under development. The FY2013 budget is \$1,904,351 (Federal = \$1,523,481 and District = \$380,870).

Maryland Department of Transportation
State Highway Administration
State Planning and Research (SPR) Program Elements Supporting the
Washington Area Work Program FY 2014

I. Systems and Programming

A. Programs

1. Preparation and development of the 6 year Consolidated Transportation Program & Preparation of the Annual Statewide Transportation Improvement Program

- Develop the FY 2014-2019 CTP.
- Coordinate with appropriate State and local planning staffs, MPOs and State, county and municipal elected officials.
- Prepare presentation materials for the annual tour.
- Prepare and submit an annual program for use of available federal funds in accordance with Title 23 U.S.C. and SAFETEA-LU.
- Coordinate the STIP with the regional TIPs, CTP and local jurisdiction's highway improvement programs

2. Local Government Liaison

- Coordinate between all levels of Federal, State, and local governments to ensure that transportation plans are compatible.
- Review agency and local programs/plans via the state Clearinghouse process.
- Coordinate and review county and municipal master plans.
- Assess transportation impacts of proposed major development.

3. Long Range Planning

- Update the Highway Needs Inventory (HNI).
- Evaluate long-term highway needs and investment levels for various program categories and sub-categories.
- Review and provide input on updates to the statewide long range plan and Annual Attainment Report on Transportation System Performance.

II. Traffic

A. Traffic Monitoring Program

- Monitor the characteristics of highway traffic.
- Enhance procedures to collect, process and disseminate traffic data.
- Ensure that the traffic monitoring system meets State needs and the requirements and guidelines of FHWA and AASHTO.

- Study, and as appropriate, implement methods to improve the efficiency and effectiveness of traffic monitoring through statistical analysis.
- Improve the monitoring of traffic on freeways, particularly in urban areas.
- Ensure the collection of traffic volume, classification and weight data on SHRP monitoring sites.

III. Metropolitan Planning Organization Liaison

A. Urbanized Areas

- Work with the MPOs in modifying and adhering to their planning process.
- Work with the MPOs in the development of the UPWPs, CLRPs, TIPs, clean air conformity determinations, and management systems.

IV. Highway Statistics

A. Mileage

Federal System

- Develop new Federal Functional Classification and NHS maps and mileage tables for approval and distribution.
- Update and maintain statistical records summary tables.

B. State, County and Municipal Highway Systems

- Solicit receive and process reports from local jurisdictions regarding road improvements, mileage, etc.
- Collect, update and maintain data used for the Universe portion of the HPMS submission.
- Update and maintain the highway information databases to meet on-going state and federal requirements.
- Provide data used for the update of SHA's maps.

C. Highway Performance and Monitoring System

- Update the HPMS database including revisions to any data elements, maintain sample size requirements to accurately reflect system-wide conditions and submit an updated HPMS data file and related reports and data files.

V. Special Studies

A. Preliminary Studies

- Prepare engineering and feasibility studies.
- Develop preliminary purpose and need statements.
- Develop access control plans for selected primary highway corridors.
- Prepare interstate access point approval requests.

MDOT State Highway Administration	
FY 2014 State Planning & Research Program Elements	
Supporting the Washington Area Work Program	
Item	Amount (\$)
I. Systems & Programming	
A. CTP	\$301,071
B. Local Government Liaison	\$134,500
C. Long Range Planning	\$40,931
II. Traffic Monitoring Program	\$1,401,633
III. MPO Liaison	\$58,769
IV. Highway Statistics	\$682,549
V. Special Studies	\$273,068
Total	\$2,892,521

VIRGINIA DEPARTMENT OF TRANSPORTATION
SPR PROGRAM ELEMENTS, AND OTHER ELEMENTS SUPPORTING THE WASHINGTON
AREA WORK PROGRAM

To be updated

A. SPR Funds for MPO Area (VDOT's input into the UPWP) And Non-Urbanized Activities/RTTP

**1. METROPOLITAN PLANNING ACTIVITIES:
(\$242,748 requested: \$194,198 Fed; \$48,550 State Match)**

This element represents the various activities undertaken by NoVA District VDOT) Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements / work tasks in the MPOs FY 2013 Unified Planning Work Program (UPWP) and the annual work program of the Metropolitan Washington Air Quality Committee and the regional Climate, Energy, Environment Policy Committee. Planned work items, to be conducted mostly by in-house staff, include:

1. The Department's participation in all work activities associated with the work programs of the: (a) Transportation Planning Board (TPB), (b) Metropolitan Washington Air Quality Committee (MWAQC), and (c) Climate Energy, Environment Policy Committee (CEEPC);
2. Oversight of the TPB/MWCOG activities such as: development/update of the CLRP, TIP, regional air quality conformity analysis, regional Freight plan, Congestion Management Program report, Commuter Connections program and other regional studies undertaken by the MPO (e.g., Regional Priorities Plan, Regional Transit Improvement Hot Spots).
3. Regional air quality planning related activities undertaken by MWAQC and CEEPC include: development of PM2.5 Maintenance Plan, Ground level Ozone NAAQS Attainment SIP, Clean Air Partners program, voluntary action to help reduce regional Greenhouse gases.

**2. STATE WIDE / SUBREGIONAL PLANNING ACTIVITIES:
(\$428,750 requested: \$343,000 Fed., \$85,750 State Match)**

This element outlines specific activities / studies to be undertaken by the Department's staff in the development and implementation of various Northern Virginia District-wide transportation planning activities using available SPR funds.

1. Planning studies: Corridor and sub-area studies to identify either multi-modal or mode specific improvements to the transportation system addressing specific congestions / mobility challenges in the near, mid or long term. Examples of such studies currently underway in FY 2012 (some of which are likely to continue into the next FY) include: I-66 Multi modal Study inside the Beltway; VA 7 / Rte. 287 Interchange improvements, Town of Middelburg

Bike Plan study. New studies anticipated to involve the District's planning staff's effort include: VTrans 2040 update, STARS II, Route 29 & Buckland Area Transportation Improvement Study and a District wide Project Prioritization study. Additional details on these two studies are provided in Part B.

2. Project planning and development activities that the District staff are anticipated to be working on include: development of traffic forecasts for the use in project design (LD 104) and environmental (Air & Noise) studies for projects; review of traffic forecasts developed by VDOT's consultants for construction projects; review impact studies for environmental division and data entry into the Statewide Planning System (SPS) database maintained by the Central Office.
3. Regional planning activities staff is anticipated to be involved include staffing the Northern Virginia Transportation Authority committees, update of the TransAction2040 study, the VA/MD/DC joint Southside Transit study, and completion of the FY 2012 local planning studies – Rte 7/287 Interchange study, Middelburg Bike Plan study. Additional staff will continue to implement the sub-regional Bike/Ped. count program and serve as the District's Bicycle 7 Pedestrian Coordinator assisting localities, the MPO and the District in the plan, review and implementation of Bike/Ped projects.

A brief description of the some of the ongoing regional planning activities follows.

1. NoVA Bike / Pedestrian Count Program

Since July, 2005, NoVA Transportation Planning Section has conducted a bike / ped count program along various bike/ped facilities (trails) in Northern Virginia. The District office planning section staff works with local jurisdictions in this effort. The counts are collected by the staff/consultants of the Metropolitan Washington Council of Governments under VDOT's Technical Assistance program of the UPWP using PL funds. SPR funding provided is used for NoVA VDOT staff time in implementing the program which includes coordination with local jurisdictions, with MWCOCG staff in the collection, review and finalization of counts and other related activities.

The initial count and associated database was focused on trail network locations, as the number of bike lanes along streets/highways do not make up a predominant portion within our NoVA Trail Network. The continuum of trail counts fits well into the overall SPR scope by giving VDOT the opportunity to gather additional information. Creation of a regional database of count information springboards future studies, counts, and surveys, and will be useful for many planning purposes such as to:

- Establish a baseline of usage trends per locale of our current bike and pedestrian community
- Establish historical data for use by other sections/divisions as well as local jurisdictions
- Perform further studies and provide supporting information for future needs

- Determine various characteristics of bicyclists and pedestrian movements
 - Establish critical locations for follow-up
 - Assess the effectiveness and accuracy of the NoVA Bikeway and Trails Network
 - Determine if, and by how much, bike/ped usage is increasing in our region
 - Help prioritize project administration / funding and develop the most cost effective methods for obtaining information useful to the department.
2. Chapter 527 Reviews: SPR funds provided are used for Transportation Planning in-house staff time to complete reviews during FY 13, following Chapter 527 guidance, in the following areas: attendance at scoping and coordination meetings, review of Comprehensive Plan amendments or updates and Traffic Impact statements associated rezoning and site plan submissions. The process may include: review of model and census data for development of background growth rates and distribution patterns; non-auto trip reduction investigations and evaluations; related assistance to local jurisdictions and coordination with other sections, as needed. The project will also include consultation with appropriate agencies and local jurisdictional staff.
 3. TransAction 2040 Study Support: The NoVA Transportation Authority (NVTA) is updating its TransAction 2030 Plan, which was adopted by Northern Virginia jurisdictions in 2006. The updated Plan will be called TransAction 2040 and will have 2040 as its horizon year. The SPR funding provided will be used towards VDOT Transportation Planning section staff to participate in all aspects of this study including: attending technical and policy committee meetings; reviewing technical products developed by staff and consultants of the Study, and providing VDOT's inputs and comments throughout the study process. The NVTA anticipates completing the study by the end of 2012 (second quarter of FY 2013).

NoVA VDOT Transportation Planning section envisions using VDOT TMPD's "On-call" consultant support (managed by VDOT's Central Office) to undertake short term, limited scope studies identified during fiscal year 2013. The on call consultant service program provides technical assistance to each of the District on an as needed basis subject to availability of funds and expertise available with the consultant. The NoVA District anticipates requesting such assistance during FY 2013 but does not, at this time, have specific projects identified. The two projects initiated in FY 2012 will be completed during the first quarter of FY 2012 – and these are: (1) Middelburg Bike Plan and (2) Rte 7/287 Interchange Improvements. Examples of studies completed in the past using such consultant support include: (a) Operational analysis of selected near-term improvements to Route 7 in the Sterling area, (b) Study of highway / rail co-location in Tysons Corner, (c) Study of American Legion Bridge commuter origins / destinations, and (d) Studies of possible transportation improvements in Annandale.

B. SPR Funds for Special Studies to be conducted by Consultants or entities other than District staff (list each study individually)

1. Route 29 & Buckland Area Transportation Improvement Study
(\$250,000 Total for FY 13; \$200,000 Federal, \$50,000 State match)

The purpose of this planning study will be to identify a package of multi-modal improvements to address the prevalent congestion and mobility challenges along Route 29/Route 15 between the I-66/Rte 15 interchange and the Route 29/Route 215 (Vint Hill Road) intersection while preserving the Historic Buckland District. The study will examine earlier studies such as the 2007 Buckland/Gainesville Bypass Study. The study will examine current and planned land use, traffic patterns and demand and propose conceptual multi-modal solutions for consideration by the localities and the State for further development. The study is anticipated to be spread over two fiscal years, starting FY 2013 and will be executed by a consultant to be procured for the purpose. The District's planning section will lead the study (with assistance from TMPD staff) working with staff from other disciplines such as Preliminary Engineering, Environmental and Traffic Operations. Since the Study is anticipated to document and quantify existing and forecast congestion/mobility problems and develop multi-modal improvements, if needed, preliminary estimate for the study is for \$500,000 over two fiscal years. A more detailed purpose and need and scope for the study will be undertaken upon indication of availability of SPR funding which will help refine the cost estimates.

2. District wide Project Prioritization
(\$250,000 Total for FY 13; \$200,000 Federal, \$50,000 State match)

The District Administrator has proposed developing an analytical methodology and process to evaluate the potential benefit and cost of various transportation improvement projects throughout the district. The projects to be evaluated will include projects that are currently in the MPO's long range plan (CLRP) and those identified by localities, the District office and others which may have not yet been advanced to the CLRP. The purpose of this analysis will be quantify the benefit of costs of these projects, to the extent they can be, so as to allow a comparative evaluation of the benefit/costs of these improvements. Such a comparative evaluation is anticipated to assist in the discussions and programming of available funds and staff efforts for project development. While initial plan to limit the development of the methodology to VDOT projects there have been calls via a couple of Bills proposed in the 2012 session of the General Assembly (GA), to conduct such a analyses for Highway and Transit projects. The outcome of the GA with regard to these Bills could impact the final scope and schedule of this effort. The District proposed to initiate the development of this process and methodology irrespective of the GA action but in a manner that any mandate by the GA can be accommodated / amended into the effort.

The proposed effort will develop the process, methodology and analytical tools for evaluating VDOT projects only and include the development of benefit / cost ratios to be used in prioritization of the projects being evaluated. . The effort will also involve the consultant working with VDOT and stakeholders identified by VDOT to apply the methodology and to evaluate a set of projects identified by VDOT. Depending on the outcome of the GA and/or decision from VDOT's senior management and/or the Secretariat future efforts will involve expanding this methodology and tools to be applicable for transit projects and evaluation of a larger universe of multi modal projects.

This effort is anticipated to involve significant technical analyses pertaining to the use of planning an operational modeling as well the selection of meaningful and comprehensive measures of effectiveness to help evaluate the improvement projects. The effort is also anticipated to conduct a thorough review of similar methodologies that may have been developed / used in other Districts / MPOs and to incorporate the regional and district wide transportation and environmental goals. Preliminary estimates of the cost for this effort is \$1,000,000 over two fiscal years. The work is anticipated to be conducted by a consultant to be procured for the purpose. The District's planning section will lead the study (with assistance from TMPD) working with a multidisciplinary team of representatives from the District and TMPD.

APPENDIX

TPB R1-2005
July 21, 2004

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS NATIONAL
CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION ON AGREEMENT BETWEEN THE NATIONAL CAPITAL REGION
TRANSPORTATION PLANNING BOARD AND THE FREDERICKSBURG AREA
METROPOLITAN PLANNING ORGANIZATION TO CONDUCT THE
TRANSPORTATION PLANNING PROCESS IN
THE PORTION OF THE STAFFORD COUNTY THAT IS PART OF
THE WASHINGTON DC-VIRGINIA-MARYLAND URBANIZED AREA**

WHEREAS, the National Capital Region Transportation Planning Board (TPB) is the officially designated metropolitan planning organization (MPO) for the Washington Region; and

WHEREAS, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) is the officially designated MPO for the Fredericksburg Area which includes the City of Fredericksburg and Spotsylvania and Stafford Counties; and

WHEREAS, the US Census Bureau's designation of the urbanized boundary for the Washington, DC-Virginia-Maryland urbanized area, based on the 2000 Census, places a portion of Stafford County in the Washington, DC-Virginia-Maryland urbanized area; and

WHEREAS, in the attached Resolution R22-95 adopted December 21, 1994, the TPB approved an agreement between the TPB and FAMPO that Stafford County be designated as completely within the FAMPO's planning area; and

WHEREAS, the Board of Supervisors of Stafford County and FAMPO have expressed their preference that all of Stafford County remain within the FAMPO planning area boundary; and

WHEREAS, the attached agreement has been developed to identify the TPB and FAMPO transportation planning responsibilities for that portion of Stafford County that is part of the Washington, DC-Virginia-Maryland urbanized area;

NOW, THEREFORE, BE IT RESOLVED THAT the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD hereby authorizes the chairman to execute the attached agreement with FAMPO to identify the TPB and FAMPO transportation planning responsibilities for that portion of Stafford County that is part of the Washington, DC-Virginia-Maryland urbanized area.

Adopted by the Transportation Planning Board at its regular meeting on July 21, 2004.

**AN AGREEMENT FOR COOPERATIVELY CONDUCTING THE
METROPOLITAN TRANSPORTATION PLANNING AND PROGRAMMING PROCESS
IN THE PORTION OF
THE METROPOLITAN WASHINGTON URBANIZED AREA
WITHIN THE FREDERICKSBURG AREA METROPOLITAN PLANNING
ORGANIZATION'S BOUNDARIES**

THIS AGREEMENT, made and entered into as of this 17 day of November, 2004 by and between the FREDERICKSBURG AREA METROPOLITAN PLANNING ORGANIZATION, hereinafter referred to as FAMPO and the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD, which is the metropolitan planning organization for Northern Virginia (the jurisdictions contained in Virginia Planning District 8), Washington, D. C. and the suburban Maryland jurisdictions, and hereinafter referred to as the TPB, for the purpose of identifying the roles and responsibilities for cooperatively conducting the metropolitan transportation planning and programming process in the FAMPO portion of the Metropolitan Washington Urbanized Area..

NOW, THEREFORE, FAMPO and TPB do hereby agree as follows:

ARTICLE I-FAMPO AREA TRANSPORTATION PLANNING AND PROGRAMMING PROCESS

A. Transportation Management Area: Under federal regulations where an urbanized area has a population greater than 200,000 and is therefore designated a Transportation Management Area (TMA) by the U.S. Secretary of Transportation, the designated TMA is responsible for meeting additional transportation planning requirements beyond those of Metropolitan Planning Organizations (MPO's) having an urbanized area under 200,000 in population. The Metropolitan Washington Urbanized Area exceeds 200,000 in population and the Washington, DC-MD-VA area has been designated a TMA. Because of the action of the U.S. Bureau of the Census in its determinations for the 2000 Census of Population, the Metropolitan Washington Urbanized Area was extended into the northern portion of Stafford County - a member of FAMPO. The Stafford County Board of Supervisors has determined that it is in the best interest of Stafford County that all metropolitan transportation planning and programming functions for Stafford County be conducted by FAMPO. The FAMPO Policy Committee has agreed to continue to provide metropolitan transportation planning and programming functions as well as to perform those additional planning responsibilities required for the portion of Stafford County that is determined to be within the Metropolitan Washington Urbanized Area.

B. TMA responsibilities and process: FAMPO commits to be responsible for meeting the TMA responsibilities for transportation planning and programming requirements within the Metropolitan Washington Urbanized Area of Stafford County.

C. Organization and Policy Committee membership: FAMPO as an organization maintains a structure that grants voting membership on its Policy Committee to local governing body elected representatives, officials of agencies that operate or administer major modes of transportation and appropriate State transportation officials. FAMPO's Policy Committee commits to maintain such a structure in the future as well.

D. 3C planning process: FAMPO has developed and will maintain a continuing, cooperative, and comprehensive transportation planning and programming process as provided for by the Transportation Equity Act for the 21st Century (1998); Section 134 of Title 23 of the United States Code; 49 USC 5303; 23 CFR Part 450, Subpart C; 49 CFR Part 613, Subpart A; and in accordance with the constitution and regulations of the Commonwealth of Virginia. This process will continue to result in transportation plans and programs that consider all transportation modes and support community development goals in the FAMPO area. These plans and programs will continue to lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient and economic movement of people and goods. Such plans and programs include the development of a long-range transportation plan and a transportation improvement program (TIP) that provide compliance with the public participation components of federal law and regulation, meet the requirements of the Americans With Disabilities Act, and the Civil Rights Act, and provide an opportunity for at least one formal public meeting annually to review planning assumptions and the plan development process and an opportunity for at least one formal meeting during the TIP development process.

E. Congestion Management System: FAMPO will develop a Congestion Management System (CMS) which will provide a systematic process for identifying transportation system performance, usage, and efficiency, and proposed strategies to alleviate congestion, and for the effective management of new and existing transportation facilities through the use of travel demand reduction and operational management as well as other strategies. Such a CMS will be developed for the portion of Northern Stafford County that is included in the Washington DC UZA. The process will be in place prior to January 1, 2005 and will be coordinated with the TPB.

F. Unified Planning Work Program: FAMPO will continue to provide and maintain a Unified Planning Work Program (UPWP), developed in cooperation with the State and operators of publicly owned transit that meets the requirements of 23 CFR part 420, subpart A. The UPWP will provide sufficient detail to identify who will perform the work, the schedule for completing it, the products that will be developed and the documented planning activities performed utilizing funds provided under title 23, U. S. C., and the Federal Transit Act. FAMPO will coordinate with the TPB in the development of the UPWP.

G. Planning certification: FAMPO acknowledges that a formal certification procedure by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) is required to be performed in review of the transportation planning process which

covers part of an urbanized area subject to the TMA regulations. FAMPO will cooperate and participate in the formal review process in accordance with the FHWA and FTA regulations and procedures to assure conformity of plans and programs as identified in 40 CFR part 51. FHWA and FTA will coordinate such reviews to coincide with TPB's triennial certification review.

H. Air quality responsibilities (one-hour standard): Stafford County was identified as part of the Washington Metropolitan Statistical Area (MSA) following the 1990 Census of Population and as a consequence it was determined to part of the Metropolitan Washington Ozone Nonattainment Area for the one hour standard. Stafford County participates with the Metropolitan Washington Air Quality Committee (MWAQ) for the one-hour standard (which is anticipated to be phased out by mid 2005). FAMPO shall continue to coordinate its transportation planning and programming air quality responsibilities, for the one hour standard, with TPB to ensure that a transportation plan is developed that conforms to air quality standards for the area and the State Implementation Plan, as outlined in the agreement dated December 12, 1994 (attached to this document), as long as that standard remains applicable under federal regulations.

I. Air quality responsibilities (eight-hour standard): In 2004, regulations for the eight-hour air quality standard were released by the U S Environmental Protection Agency. Spotsylvania County, Stafford County, and the City of Fredericksburg were determined to constitute a separate non-attainment area under the eight-hour standard. FAMPO assumes the responsibilities for the transportation planning and programming process under the eight-hour air quality standard for the entire FAMPO region, including Stafford County.

J. Implementation of the functions, responsibilities, and duties identified in this agreement: Implementation shall be as described specifically in the annual unified planning work program for FAMPO and the TPB.

K. FAMPO transportation planning area: The transportation planning area boundary for the FAMPO transportation planning process shall include the City of Fredericksburg, and Spotsylvania and Stafford Counties in their entirety (current boundary), unless a boundary modification is approved by FAMPO and the Governor.

ARTICLE II- COORDINATION OF PLANNING ACTIVITIES

TPB and FAMPO will maintain coordinated, cooperative and continuing planning processes. TPB and FAMPO shall coordinate their planning processes and produce required planning documents on the same cycle, as determined by TPB's current planning cycle.

ARTICLE III-TIME FRAME OF THE PROCESS

V. APPENDIX

ARTICLE III-TIME FRAME OF THE PROCESS

The metropolitan transportation planning and programming process shall be established as a continuing procedure effective the date of the execution of this AGREEMENT by all participants.

ARTICLE IV-TERMINATION

This AGREEMENT shall be terminated upon the occurrence of any of the following:


The provisions of this agreement maybe repealed by the mutual agreement of the FAMPO and the TPB with not less than ninety (90) days written notice to the other party and to the FHWA and FTA.


ARTICLE V-AMENDMENTS


Amendments to this AGREEMENT, as mutually agreed to, may only be made by written agreement between the parties of this AGREEMENT and subject to a formal review by FHWA and FTA.

IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.


Chairman, FAMPO

WITNESSED BY 
DATE 11-17-2004


Chairman, National
Capitol Region
Transportation Planning Board

WITNESSED BY 
DATE 11-17-2004

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION RESPONDING TO GOVERNOR SCHAEFER'S
LETTER CONCERNING THE METROPOLITAN PLANNING
BOUNDARY IN MARYLAND**

WHEREAS, the National Capital Region Transportation Planning Board (TPB) is the officially designated Metropolitan Planning Organization (MPO) for the Metropolitan Washington area; and

WHEREAS, the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 requires MPO boundaries to "at least include the boundaries of the non-attainment area, except as otherwise provided by agreement between the metropolitan planning organization and the Governor;" and

WHEREAS, in a letter of April 16, 1992, the Governor of Maryland presented a proposal to the TPB under which "the Washington area MPO boundaries should not be expanded to encompass Charles and Calvert Counties;" and

WHEREAS, on September 16, 1992, the Transportation Planning Board (TPB) requested that the Metropolitan Washington Air Quality Committee (MWAQC) consider and provide comments to the TPB on the implications of Governor Schaefer's request for air quality planning and conformity findings in the Metropolitan Washington Area; and

WHEREAS, there has been extensive coordination with the State Transportation Agencies and the State Air Quality Agencies, who are members of MWAQC, and with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA); and

WHEREAS, on December 9, 1992, the MWAQC adopted a set of recommendations to the TPB on responding to Governor Schaefer's request; and has transmitted those recommendations to the TPB; and

WHEREAS, the "Interim Guidance on the ISTEA Metropolitan Planning Requirements" issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) of April 6, 1992, contains the following guidance on Metropolitan boundaries:

"In non attainment areas, if the MPO and the Governor agree to exclude a portion of the nonattainment area, they must be able to demonstrate how conformity will be ensured in the excluded portion. Such proposals should be coordinated with FHWA, FTA, EPA, the state transportation agency, and the state air quality agency before a final decision is made".

NOW, THEREFORE, BE IT RESOLVED THAT: The National Capital Region Transportation Planning Board endorses the MWAQC recommendations as defined in Attachment A, agrees to respond favorably to the April 16, 1992 request of the Governor of Maryland, and also to transmit copies to the Federal Highway Administration, the Federal Transit Administration, and the Environmental Protection Agency.

Adopted by the Transportation Planning Board at its regular meeting on December 16, 1992.

ATTACHMENT A

Proposal for Satisfying Federal Metropolitan Planning Requirements for Charles and Calvert Counties

The TPB proposes the conformity procedures defined in parts 1-4 below. These procedures affirm the practices that have been used for the past two years for the Metropolitan Washington Region non-attainment area as a means for assuring conformity in Charles and Calvert Counties.

1. The TPB agrees with Governor Schaefer that Charles and Calvert Counties not be a part of the planning area covered by the TPB.
2. Transportation plans, programs and projects in Charles and Calvert Counties will be excluded from the TPB's Long-Range Transportation Plan and six-year Transportation Improvement Program (TIP), and included in the statewide Long-Range Transportation Plan and state-wide Transportation Improvement Program (STIP) developed by the State of Maryland.
3. Transportation plans, programs and projects in Charles and Calvert Counties will be included in the conformity analysis and determination carried out by the TPB for the Washington Metropolitan Statistical Area (MSA). Conformity determinations concerning proposed added projects will be based on a system level analysis for the non-attainment area.
4. Charles and Calvert Counties will be involved in all aspects of the conformity analysis and determinations.
 - Formal involvement for Charles and Calvert Counties will be provided through the Maryland Department of Transportation on the TPB, and through Charles and Calvert Counties' membership on MWAQC and its Technical Staff Coordination Committee (TSCC).
 - Informal involvement by Charles and Calvert Counties will be provided through participation by their representatives in COG and TPB committees and processes concerned with conformity, including receipt of all materials and participation in all meetings, discussions, and reviews.

These procedures are subject to amendment should they be found in conflict with the final rule on conformity promulgated by the U.S. Environmental Protection Agency.

**MEMORANDUM OF UNDERSTANDING
ON METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE
NATIONAL CAPITAL REGION**

This agreement is made and entered into as of January 16, 2008 by and between the National Capital Region Transportation Planning Board (TPB) hereinafter referred to as the **TPB**; the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) hereinafter referred to as the **State DOTs**; and the Commonwealth of Virginia Department of Rail and Public Transportation (DRPT), the Maryland Transit Administration (MTA), the Northern Virginia Transportation Commission (NVTC), and the Washington Metropolitan Area Transit Authority (WMATA) hereinafter collectively referred to as the **Transit Operators**.

WHEREAS, joint responsibilities must be met for establishing and maintaining a cooperative, comprehensive and continuing (3-C) metropolitan transportation planning and programming process as defined and required by the United States Department of Transportation (USDOT) in regulations at [23 CFR 450 Subpart A – Transportation Planning and Programming Definitions](#) and [23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming](#), and

WHEREAS, the regulations at [23 CFR 450.314 Metropolitan Planning Agreements](#) direct that the metropolitan planning organization (MPO), the States and public transportation operators shall cooperatively determine their mutual responsibilities for carrying out the 3-C process and clearly identify them in a written agreement.

WHEREAS, the regulations at [23 CFR 450.104](#) define *Public transportation operator* to mean the public entity which participates in the continuing, cooperative, and comprehensive transportation planning process in accordance with 23 U.S.C. 134 and 135 and 49 U.S.C. 5303 and 5304, and is the designated recipient of Federal funds under title 49 U.S.C. Chapter 53 for transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus, charter, or intercity bus transportation or intercity passenger rail transportation provided by Amtrak.

WHEREAS, nothing in this MOU shall be construed as limiting or affecting the legal authorities of the parties, or as requiring the parties to perform beyond their respective authorities.

NOW, THEREFORE, the TPB, the State DOTs and the Transit Operators recognize and agree that they will conduct a cooperative, comprehensive and continuing transportation planning and programming process for the National Capital Region and that their mutual responsibilities for carrying out this process are described in the following eleven articles.

The metropolitan planning activities undertaken by the **TPB** are described in Articles 1 to 11. The planning activities undertaken by the **State DOTs** are described in Articles 3 and 5 through 11, and are coordinated with the state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

The planning activities undertaken by the **Transit Operators** are described in Articles 3 and 5 through 10. By participating on the Regional Bus Subcommittee of the TPB Technical Committee, Transit Operators have an opportunity to coordinate bus and other transit planning in the region and to incorporate their plans into the Long-Range Transportation Plan and the Transportation Improvement Program (TIP). Transit Operators provide funding inputs for the TIP based upon each system's annual operating and capital improvement budgets. Transit Operators also provide projections of their system revenues, operating and maintenance costs and major improvement costs for the update of the financially constrained plan based upon each system's operating and capital improvement plans.

Article 1

Scope of the Metropolitan Transportation Planning Process

The TPB, as the metropolitan planning organization (MPO), the State DOTs and the Transit Operators will conduct a metropolitan transportation planning process that is continuous, cooperative, and comprehensive and provide for the consideration of projects, strategies, and services that will address the eight planning factors as specified in [23 CFR 450.306 : Scope of the Metropolitan Transportation Planning Process](#). This metropolitan planning process will be carried out in coordination with the three state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

Article 2

MPO Structure and Planning Boundaries

The TPB has been designated the MPO for the National Capital Region by the Governors of Maryland and Virginia and the Mayor of the District of Columbia. The TPB is composed of representatives from the 19 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the City of Manassas, the St. Charles Urbanized Area of Charles County, the General Assemblies of Maryland and Virginia, the state DOTs and the Washington Metropolitan Area Transit Authority (WMATA). The TPB also has ex officio representatives from the Metropolitan Washington Airports Authority (MWAA), the Federal Highway Administration, the Federal Transit Administration, the National Capital Planning Commission, the National Park Service and private transportation service providers.

The TPB has Bylaws that establish its membership, time and place of meeting, officers, voting procedures, committees, staffing and relationship to the Metropolitan Washington Council of Governments (COG), public participation, and procedures for amendments. On October 30, 2003, the State DOTs and COG executed an agreement specifying the COG

responsibilities for supporting the MPO transportation planning process as described in the annually federally approved Unified Planning Work Program (UPWP).

The TPB has established a Technical Committee to advise and assist it in all aspects of the metropolitan planning process. The Technical Committee is comprised of representatives of all TPB member agencies and governments and interested transportation agencies in the region, and provides opportunities for these representatives to participate regularly in the metropolitan planning process.

The TPB has also established the Regional Bus Subcommittee of the Technical Committee which is comprised of representatives of public transportation operators in the region, including those that operate the regional and local jurisdiction bus systems, Metrorail, and the commuter rail systems. The Regional Bus Subcommittee provides opportunities for public transportation operators to participate regularly in the metropolitan planning process.

Figure 2 on page 8 shows the TPB planning boundary for the National Capital Region and the location of each of the participating local jurisdictions. After each Census, the TPB will review this planning boundary in cooperation with the State DOTs and Public Transit Operators to determine if it meets the minimum statutory requirements for new and updated urbanized areas, and will adjust the boundary as necessary.

Article 3 Unified Planning Work Program

Between January and March each year, the TPB, the state DOTs, the Transit Operators, in cooperation with the local jurisdictions and other TPB members will prepare the Unified Planning Work Program (UPWP) as required under 23 CFR 450.308 : Funding for Transportation Planning and Unified Planning Work Programs, including documenting the metropolitan transportation planning activities anticipated within the region during the next year. In March the TPB will approve the UPWP and submit it to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the State DOTs for approval and funding. When necessary, the TPB can approve amendments to the UPWP subject to approval by the FHWA and FTA and State DOTs.

Article 4 Participation Plan

The TPB will adopt and use a Participation Plan to provide citizens, affected public agencies, and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process and to review and comment at key decision points as specified in 23 CFR 450.316: Interested Parties, Participation and Consultation. This plan will be coordinated with the State DOTs' public involvement and consultation transportation planning processes.

Article 5 Transportation Planning Studies and Project Development Process Under the National Environmental Policy Act (NEPA)

The TPB, the State DOTs, or the Transit Operators may undertake a multimodal, systems-level corridor or subarea planning study as part of the metropolitan transportation planning

process. The development of these studies will involve consultation with, or joint efforts among, the TPB, State DOTs, and Transit Operators. The results or decision of these planning studies may be used as part of the overall project development process consistent with NEPA as specified in [23 CFR 450.318: Transportation Planning Studies and Project Development](#) .

Article 6 Congestion Management Process

The TPB, in cooperation with the State DOTs, the Transit Operators and local officials will develop congestion management objectives and performance measures to assess the extent of congestion and support the evaluation of the effectiveness of congestion reduction and mobility enhancement strategies for the movement of goods and people. The transportation planning process will develop and maintain an ongoing congestion management process for monitoring, operating and maintaining the regional transportation system required by [23 CFR 450.320: Congestion Management Process in Transportation Management Areas](#).

Article 7 Air Quality Transportation Planning

The air quality transportation planning activities for the Washington Metropolitan Region will be described in the annual UPWP. These activities will be designed to ensure that the TPB can make a conformity determination on its annual CLRP and TIP in accordance with the Clean Air Act and the Environmental Protection Agency (EPA) transportation conformity regulations in 40 CFR part 93. The TPB has adopted interagency and public consultation procedures regarding its air quality planning activities which address the preparation of the annual UPWP and the development and amendments to the CLRP and TIP.

Article 8 Update of the Long-Range Transportation Plan and Development of the Transportation Improvement Program (TIP)

The metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of the plan and the next TIP. This document will describe the policy framework and planning priorities that guide project submissions and explain the project submission process and schedule. The State DOTs and Transit Operators will provide their plan and TIP project submission information as requested in this document. In updating the plan, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the plan development process and plan content meet all requirements as specified in [23 CFR 450.322: Development and Content of the Metropolitan Transportation Plan](#). The TPB will approve the updated plan and submit it for information purposes to the State DOTs and FHWA and FTA.

In preparing the new TIP, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the TIP development process and TIP content meet all requirements as specified in [23 CFR 450.324: Development and Content of the Transportation Improvement Program \(TIP\)](#). The TPB will approve the TIP and forward the TIP to the State DOTs for their approval and inclusion in their State Transportation

Improvement Programs (STIP). TIP amendments and administrative modifications will follow the procedures for TIP modifications as adopted by the TPB and as specified in [23 CFR 450.326: TIP Revisions and Relationship to the State Transportation Improvement Program \(STIP\)](#). The selection of projects from the TIP by the TPB, State DOTs, or Transit Operators will be done as specified in [23 CFR 450.330: Project Selection from the TIP](#).

Article 9 Fiscally Constrained Financial Plans for the Long-Range Transportation Plan and TIP

Financial plans are required to be included with the long range transportation plan and TIP that demonstrate the consistency between reasonably available and projected sources of federal, state, local, and private of revenues and the costs of implementing the proposed transportation system improvements. As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the plan is amended or updated, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of revenues and costs required for the financial plan that demonstrate fiscal constraint for the transportation plan as specified in 23 CFR 450.322(f)(10)). When the TIP is amended, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of costs and estimates of funds that are available or committed or reasonably expected to be available that are required for the financial plan that demonstrate fiscal constraint for the TIP as specified in 23 CFR 450.324(h) & (i).

Article 10 Annual Listing of Projects with Federal Funding Obligations

Each year within 90 days after the close of the federal fiscal year, the TPB, State DOTs and Transit Operators will cooperatively develop a listing of projects from the TIP for which federal transportation funds were obligated in the preceding fiscal year. This report will contain the projects and financial information as required in [23 CFR 450.332 Annual Listing of Obligated Projects](#). This report will be made available to the public on the TPB web page.

Article 11 Certification of the Metropolitan Transportation Planning Process

As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the TIP is approved, the TPB and State DOTs will certify that the metropolitan planning process for the National Capital Region is being carried out in accordance with all applicable requirements as specified in [23 CFR 450.334 Self-Certification and Federal Certifications](#) and [23 CFR 450.328 TIP Action by the FHWA and the FTA](#).

This Memorandum of Understanding is approved by the respective parties hereto as of the date shown above.

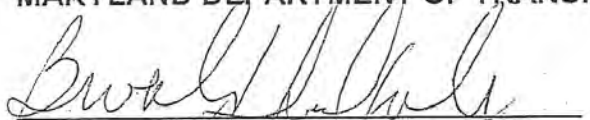
NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD


Phil Mendelson, Chairman

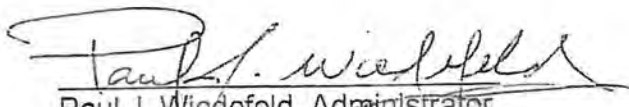
DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION


Emeka Moneme, Director


MARYLAND DEPARTMENT OF TRANSPORTATION


Beverley Swaim-Staley, Deputy Secretary

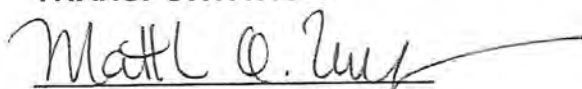
MARYLAND TRANSIT ADMINISTRATION


Paul J. Wiedefeld, Administrator


VIRGINIA DEPARTMENT OF TRANSPORTATION


Pierce R. Homer, Secretary of Transportation

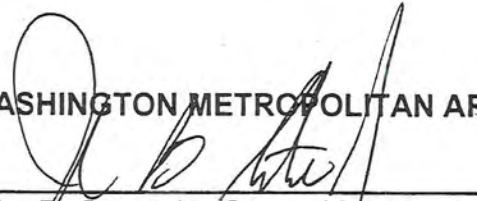
**COMMONWEALTH OF VIRGINIA DEPARTMENT OF RAIL AND PUBLIC
TRANSPORTATION**


Matthew O. Tucker, Director

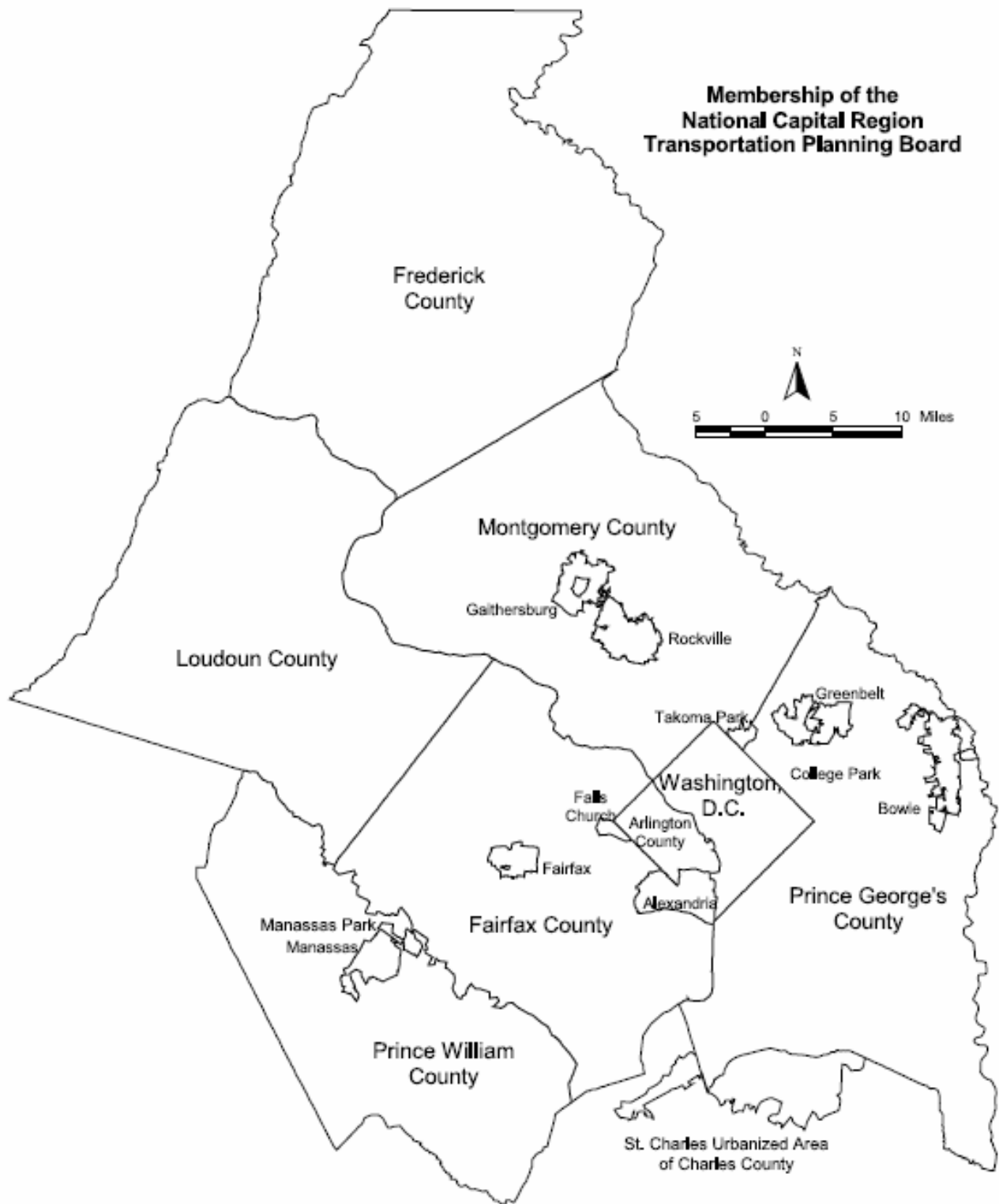
NORTHERN VIRGINIA TRANSPORTATION COMMISSION


Richard K. Taube, Executive Director

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY


John B. Catoe Jr., General Manager

**Membership of the
National Capital Region
Transportation Planning Board**



ITEM 10 - Action

March 20, 2013

Approval of FY 2014 Commuter Connections Work Program (CCWP)

Staff

Recommendation:

Receive briefing on the final CCWP for FY 2014 (July 1, 2013 through June 30, 2014) and adopt Resolution R15-2013 to approve it.

Issues:

None

Background:

The draft FY2014 CCWP was reviewed by the Commuter Connections Subcommittee on January 15 and the Technical Committee on February 1 and March 1. The draft FY 2014 CCWP was release for public comment on February 14.

TPB R15-2013
March 20, 2013

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002

RESOLUTION APPROVING
THE FY 2014 COMMUTER CONNECTIONS WORK PROGRAM

WHEREAS, the National Capital Region Transportation Planning Board (TPB) has been designated by the Governors of Maryland and Virginia and the Mayor of the District of Columbia as the Metropolitan Planning Organization (MPO) for the Washington Metropolitan Area; and

WHEREAS, on March 21, 2012, the TPB approved the FY 2013 Commuter Connections Work Program (CCWP); and

WHEREAS, the draft FY 2014 CCWP was reviewed by the Commuter Connections Subcommittee of the TPB Technical Committee on January 15, 2013; and

WHEREAS, comments and suggestions on the work activities in the draft FY 2014 CCWP were reviewed by District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) and incorporated into the final version; and

WHEREAS, the Draft FY 2014 CCWP was released for public comment on February 14; and

WHEREAS, the TPB Technical Committee reviewed the work program at its meetings on February 1 and March 1;

NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves the FY 2014 Commuter Connections Work Program for the Metropolitan Washington Region.

**FY 2014 DRAFT WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

March 20, 2013

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**



The preparation of this program document was financially aided through grants from the District Department of Transportation; Maryland Department of Transportation; Virginia Department of Transportation; and the U.S. Department of Transportation.

TABLE OF CONTENTS

Program Overview	Page 2
Funding	Page 2
Planning Process Requirements	Page 2
Description of Commuter Connections Committees	Page 3
Key Elements and Highlights	Page 4
Program Background.....	Page 5
Geographic Areas Serviced by Commuter Connections	Page 8
Commuter Connections Structure	Page 9
FY 2014 Commuter Connections Budget and Work Program Expenditures	Page 10
FY 2014 Commuter Connections Budget By Funding Agency	Page 11
Commuter Operations Center	
Ridematching Coordination & Technical Assistance	Page 12
Transportation Information Services.....	Page 15
Transportation Information Software, Hardware & Database Maintenance	Page 17
Commuter Information System	Page 18
Regional Guaranteed Ride Home Program	
General Operations and Maintenance	Page 19
Process Trip Requests and Provide Trips	Page 20
Marketing	
TDM Marketing & Advertising	Page 22
Bike To Work Day	Page 25
Employer Recognition Awards	Page 27
'Pool Rewards	Page 29
Car Free Day	Page 31
Monitoring and Evaluation	
TERM Data Collection and Analysis	Page 33
Program Monitoring and Tracking Activities	Page 35
Employer Outreach	
Regional Employer Database Management & Training.....	Page 40
Employer Outreach for Bicycling	Page 41
Maryland Local Agency Funding and Support.....	Page 41
DC, Maryland, and Virginia Program Administration	Page 42
GRH Baltimore	
General Operations and Maintenance	Page 44
Process Trip Requests and Provide Trips	Page 45

SUMMARY

Program Overview

The Fiscal Year 2014 Commuter Connections Work Program (CCWP) consists of a core program of regional transportation demand management operational activities funded jointly by state and local jurisdictions, plus jurisdictional programs that are conducted at the discretion of individual state funding agencies.

Funding

The regional state funding shares for the program elements are defined using a formula agreed to by the state funding agencies. Funding agencies for the programs listed in this document include the District Department of Transportation, Maryland Department of Transportation, and the Virginia Department of Transportation. The Maryland Transit Administration and the Virginia Department of Rail and Public Transportation provide direct funding to their local jurisdictions for transportation demand management activities that support the regional Commuter Connections program. The costs of the jurisdictional activities are allocated directly to the jurisdiction or jurisdictions that choose to conduct them. This ensures that the regional activities upon which all other activities depend will be conducted regionally, and that the costs are allocated to the participating funding agencies according to the agreed upon funding formula. At the same time, considerable flexibility is available to the state funding agencies and other agencies to define and fund discretionary activities that respond to their individual policy and funding priorities.

The FY 2014 Commuter Connections program elements are classified as follows:

REGIONAL PROGRAMS	JURISDICTIONAL PROGRAMS
Commuter Operations Center	Employer Outreach*
Guaranteed Ride Home	GRH Baltimore
Marketing	
Monitoring and Evaluation	

**Includes both a Regional and Jurisdictional Component*

The CCWP was re-structured and streamlined in FY 2006 to clarify and simplify funding responsibilities. The FY 2014 CCWP continues this effort aimed at streamlining the administration and oversight processes for the program. Commuter Connections has expanded incrementally since its inception in 1974 as the Commuter Club, with different program elements having different jurisdictional participation and funding shares. As the program became more complex, it became increasingly difficult to track how much each state funding agency was participating in and paying for each program element. Therefore, a funding formula was devised.

Planning Process Requirements

The TPB is required by federal regulations to approve a congestion management process which includes travel demand management as part of the metropolitan transportation plan. Commuter Connections constitutes the major demand management component of the congestion

management process to be approved by the TPB. Commuter Connections also provides transportation emission reduction measure benefits for inclusion in the air quality conformity determination, which must be approved by the TPB as part of the annual update of the Constrained Long Range Plan and Transportation Improvement Program. In addition, Commuter Connections programs may be needed to meet future Climate Change and Green House Gas emission targets that may be set for the transportation sector in the region.

Description of Commuter Connections Committees

The increasing complexity of the program prompted the creation of a working group to provide administrative and programmatic oversight of the core program cost elements. An agreement was signed in FY 2011 between COG and the state funding agencies for the support of the Commuter Connections TDM program in the Washington metropolitan region. COG and the state funding agencies have an established working group; the State TDM (STD) Work Group, which meets monthly (except for the month of August) and consists of representatives of the state transportation funding agencies in the District of Columbia, Maryland and Virginia. The State TDM Work Group helps to define the program content and budget for each fiscal year and helps to develop a detailed annual Work Program in collaboration with COG/TPB staff and the Commuter Connections Subcommittee. The draft work program is reviewed by program stakeholders and the Commuter Connections Subcommittee. The final Work Program is reviewed by the TPB Technical Committee and approved by the TPB. Program developments and/or significant changes to the CCWP made by the State TDM Work Group will be reviewed with the TPB's Technical Committee and in some cases the TPB's Steering Committee in the event the items or information will be presented to the TPB.

The State TDM Work Group also review's all RFP's and RFQ's as part of the work program and will identify selection committee members for individual contract solicitations. The State TDM Work Group will review and approve all CCWP work products with input from the Commuter Connections Subcommittee. Upon request, COG/TPB staff can provide additional details for projects being implemented under each program area.

As shown in Figure 2 on Page 9, the Commuter Connections Subcommittee will continue to provide overall technical review of the regional program elements in this Work Program and meet every other month. The Subcommittee will also review, provide comments, and endorse reports and other products for release. The Bike To Work Day Steering Committee will meet every other month from September to May to organize the regional Bike To Work Day event. The Car Free Day Steering Committee will meet every other month from March until September to organize the regional Car Free Day event. The Commuter Connections Ridematching Committee will continue to meet quarterly on technical issues regarding the regional TDM software system. The TDM Evaluation Group will meet as needed to provide direction and review of the regional TDM evaluation project. The Employer Outreach Committee will meet quarterly to review and discuss Employer Outreach efforts. The Regional TDM Marketing Group will also meet quarterly to provide input and coordination of regional TDM advertising and marketing efforts. Oversight for jurisdictional program elements will be provided by the states and agencies that are funding them.

Specialized project work groups will continue to meet as needed to address particular

implementation issues, such as the development of regional TDM marketing campaigns and the Employer Recognition Awards. A Strategic Plan was adopted in November 2007 and has been updated annually and most recently in January 2012 that serves as a framework regarding the roles and responsibilities of the Commuter Connections stakeholders. The Strategic Plan can be accessed at www.commuterconnections.org under the 'About Us' Publications link and includes a mission statement, definition of Commuter Connections, overall program and operating objectives, network responsibilities for each program area that include objectives and acceptable performance levels, a committee structure, sample meeting calendar, and internal and external report deliverables.

Key Elements and Highlights

The key elements and highlights of the FY 2014 Commuter Connections Work Program are summarized as follows:

- The Commuter Operations Center will provide ridematching services to commuters through a central toll free number "1-800-745-RIDE" and www.commuterconnections.org web site, and support to commuter assistance programs operated by local jurisdiction, transportation management associations, and employer-based commuter assistance programs.
- Guaranteed Ride Home (GRH) will provide users of alternative commute modes up to four free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime.
- Marketing will provide frequent regional promotion of alternative commute options, including; car/vanpooling, teleworking, mass transit, bicycling, walking; and support programs such as Guaranteed Ride Home, the Commuter Connections network ridematching services and Bike to Work Day. The Marketing program aims to raise awareness of alternative commute options, and support the Commuter Connections network in persuading commuters to switch to alternative commute modes from the use of single-occupant vehicles, and persuading commuters currently using alternative commute modes to continue to use those modes. The 'Pool Rewards will continue with the provision of a cash incentive to new carpoolers and vanpoolers. Commuter Connections will coordinate the region's Car-Free Day event as part of World Car Free Day. The Car-Free Day event will encourage commuters and the general population to leave their cars home or to use alternative forms of transportation such as carpools, vanpools, public transit, bicycles, or walking.
- Monitoring and Evaluation provides data collection and analysis activities as well as program tracking and monitoring reports for each program area. The 2013 State of the Commute Survey Technical Report will be finalized and a general public report will be prepared, an employer telework survey will be conducted, an analysis of the employer outreach regional database will be conducted to determine TERM impacts, a Bike To Work Day survey will be administered, and the draft TERM Analysis Report will be prepared. Monitoring and evaluation activities are used extensively to determine the program's

effectiveness. Evaluation results have been used in the past to make program adjustments; for example, the 'Pool Rewards program was expanded to include vanpools, the Telework program was streamlined due to increased participation by the private sector; changes have been made to the Guaranteed Ride Home program guidelines based on participant survey feedback; and target marketing for GRH was re-introduced in the region after it was found that there was a dramatic drop in registrations when the marketing for this measure was streamlined into the mass marketing program.

- Employer Outreach will support outreach and marketing to the region's employers to implement new or expanded employer-based alternative commute modes and incentives such as transit and vanpool benefits, telework, preferential parking for carpools and vanpools, carpool and vanpool formation and incentives, flexible work schedules, and bicycling amenities. The outreach program also encourages employees' use of alternative commute modes such as ridesharing, transit, telework, bicycling, and walking. The outreach program also provides assistance to employers to hold bicycling seminars for employees, maintaining an up-to-date regional Bicycling Guide, providing information on workforce housing programs to promote "Live Near Your Work," and offering car-sharing and bike-sharing information to lower employers' fleet management costs. Maryland jurisdictions will provide resources to employers on the benefits of teleworking and assist them in starting or expanding telework programs.
- GRH Baltimore will provide users of alternative commute modes in the Baltimore metropolitan region and St. Mary's county up to four free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime. During FY 2013, the GRH Baltimore Applicant survey will be finalized.

Figure 1 on page 7 of this document illustrates that the Commuter Connections service area is much larger than the Washington 8-hour ozone nonattainment area for workers eligible for the GRH program and larger still for workers who can access the Commuter Connections ridematching services. The total Commuter Connections service area has approximately 10 million residents.

Program Background

Commuter Connections is a continuing commuter assistance program for the Washington region which encourages commuters to use alternatives to driving alone in a private automobile, including ridesharing, transit, telecommuting, bicycling, and walking. The program has evolved and expanded over the past three and a half decades following its inception in 1974 as the Commuter Club. In the mid-1980s, in an effort to better share regional ridesharing information the Commuter Club was expanded into the Ride Finders Network, which included Alexandria, Fairfax County, Montgomery County, Prince William County and the Northern Virginia Transportation Commission. By 1996, after steady growth in both size and strength, the Ride Finders Network became Commuter Connections, the commuter transportation network serving the Washington metropolitan region, encompassing twelve counties, four cities, and eight federal agencies. The Commuter Operations Center component of the current Commuter Connections Program represents the evolution of the earlier Commuter Club and Ride Finders Network programs.

In the mid-1990s, several new elements were added to the Commuter Connections Program as Transportation Emissions Reduction Measures (TERMs) to help meet regional air quality conformity requirements. All of these measures were designed to produce specific reductions in Volatile Organic Compounds (VOCs) and Nitrogen Oxides (NOx) by reducing vehicle trips and vehicle miles of travel associated with commuting. The measures were developed by the Travel Management Subcommittee of the TPB Technical Committee, and adopted into the regional Transportation Improvement Program (TIP) by the Transportation Planning Board (TPB). These measures were funded jointly by the District of Columbia, Maryland, and Virginia Departments of Transportation, with some variation in funding shares for the different measures.

<u>Measure</u>	<u>Date Implemented</u>
Commuter Operations Center	1974
Metropolitan Washington	
Telework Resource Center	1996
Integrated Ridesharing	1996
Employer Outreach	1997
Guaranteed Ride Home	1997
Employer Outreach for Bicycling	1998
Mass Marketing of Alternative Commute Options	2003
GRH Baltimore	2010

As the program elements shown above were implemented, their performance was evaluated over time. In FY 2006, the measures were revised to focus resources on the most effective program components. The total daily impacts of the Commuter Connections program were calculated in FY 2011 to be:

<u>Daily Impacts</u>	
VT Reductions:	126,000
VMT Reductions:	2,400,000
NOx Reductions (Tons):	0.9
VOC Reductions (Tons):	0.5
<u>Annual Impacts</u>	
PM 2.5 Reductions (Tons)	7
PM 2.5 Precursor NOx Reductions (Tons)	246
CO2 Reductions (Tons)	282,000

Extensive monitoring and evaluation have been carried out for the Commuter Connections Program over the past several years, and comprehensive data sets are available for reviewing the performance of individual program elements and identifying areas for both strengthening the performance of the program and streamlining the oversight and management procedures. The Program has been shown through the FY 2009 – 2011 TERM Analysis Report to be a highly cost-effective way to reduce vehicle trips (VT), vehicle miles of travel (VMT), and vehicle emissions associated with commuting. The following overall cost-effectiveness measures for the Commuter Connections Program are based on the results of the FY 2009 – 2011 TERM Analysis Report that was released on January 17, 2011:

Daily Impacts

Cost per VT reduced:	\$0.14
Cost per VMT reduced:	\$0.01
Cost per ton of NOx reduced:	\$20,000
Cost per ton of VOC reduced:	\$33,000

Annual Impacts

Cost Per PM 2.5 Reduced	\$623,000
Cost per PM 2.5 Precursor NOx Reduced	\$ 18,000
Cost per CO2 Reduced	\$ 16

The Commuter Connections Program is generally regarded as among the most effective commuter assistance programs in the nation in terms of reductions effected in vehicle trips and vehicle miles of travel. Existing data collected on Commuter Connections program performance has been used to refine and enhance the program and to streamline procedures for program oversight and administration.

Figure 1: Geographic Areas Serviced by Commuter Connections

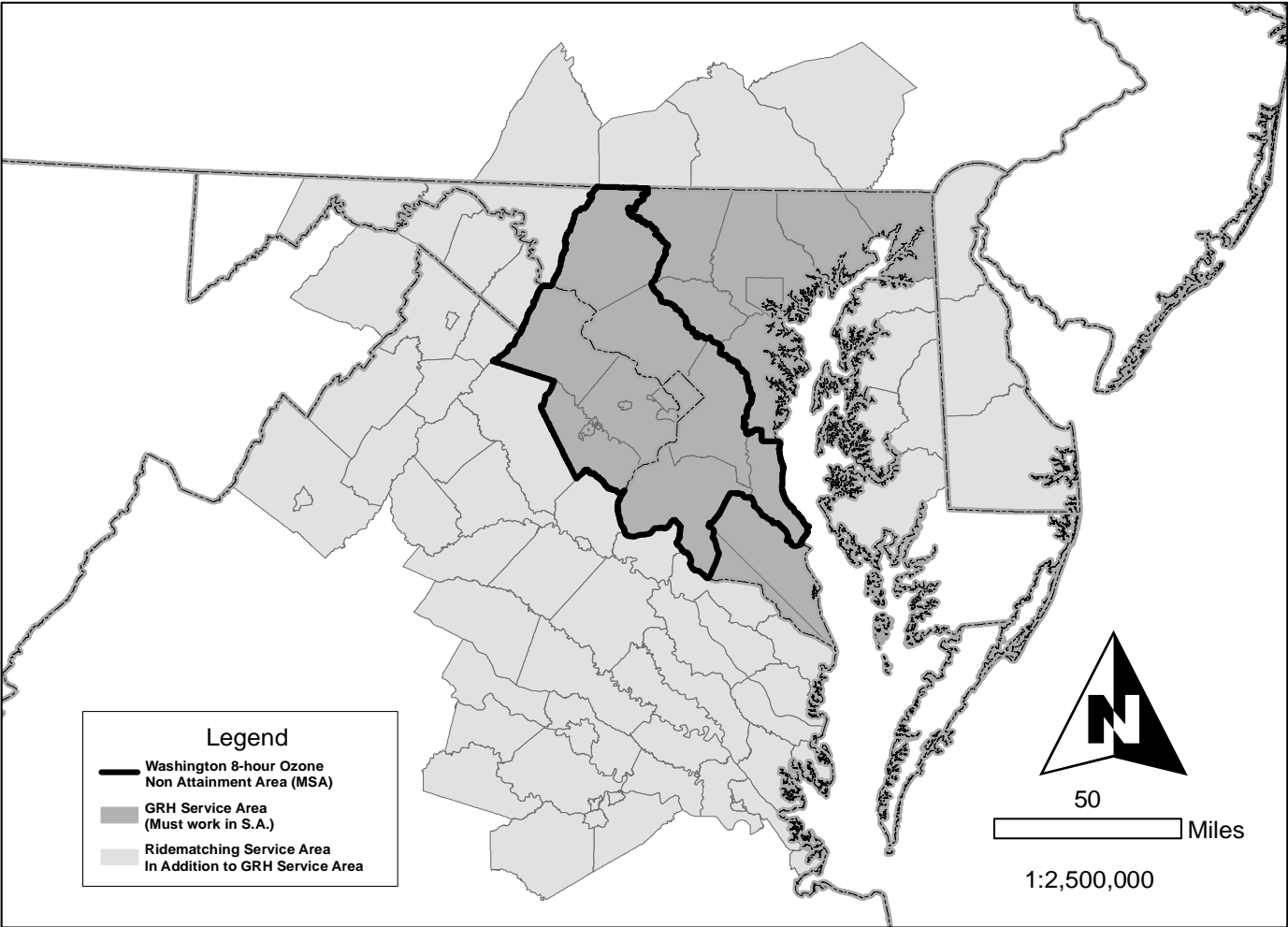
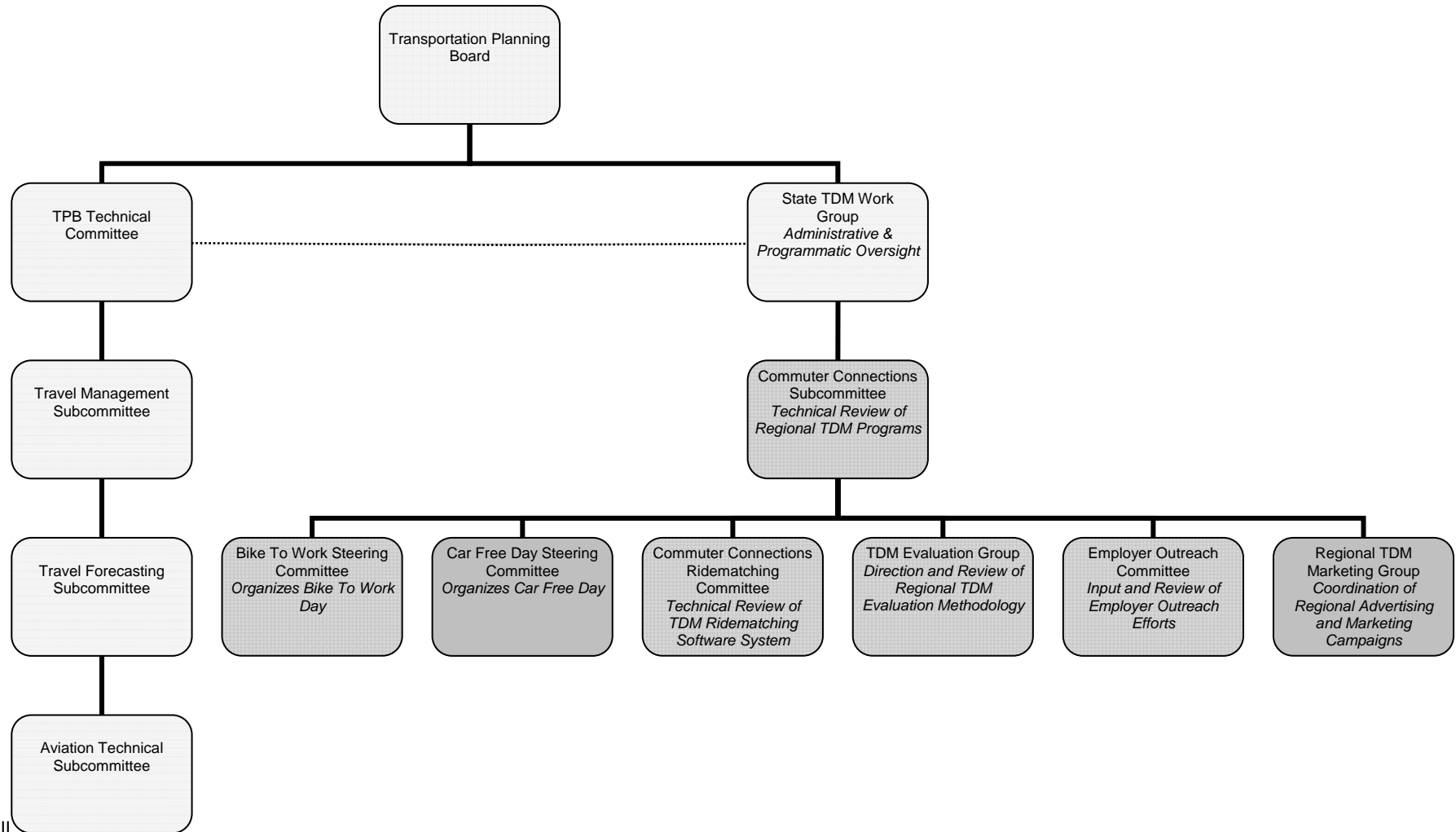


FIGURE 2: COMMUTER CONNECTIONS STRUCTURE



**Table 1
FY 2014 COMMUTER CONNECTIONS BUDGET AND WORK PROGRAM EXPENDITURES**

WORK ACTIVITY	DIRECT SALARIES STAFF	M& A 23%	LEAVE BENEFITS 18%	FRINGE BENEFITS 26%	INDIRECT COSTS 37 %	DATA & PC COSTS	CONTRACT SERVICES	DIRECT COSTS	TOTAL
Commuter Operations Center	\$131,237	\$30,185	\$29,056	\$49,524	\$88,801	\$101,158	\$40,000	\$28,692	\$498,653
Guaranteed Ride Home	\$101,484	\$23,341	\$22,469	\$38,297	\$69,341	\$7,048	\$133,000	\$281,380	\$676,360
Marketing	\$174,323	\$40,094	\$37,875	\$64,556	\$117,234	\$3,500	\$635,000	\$1,597,412	\$2,669,994
Monitoring and Evaluation	\$131,412	\$30,225	\$29,095	\$49,590	\$88,919	\$0	\$110,020	\$5,739	\$445,000
Employer Outreach	\$42,723	\$9,826	\$9,459	\$16,122	\$28,908	\$15,000	\$0	\$487,809	\$609,847
GRH Baltimore	\$17,575	\$4,042	\$3,891	\$6,632	\$11,892	\$0	\$41,000	\$64,968	\$150,000
TOTAL	\$598,754	\$137,713	\$131,845	\$224,721	\$405,095	\$126,706	\$959,020	\$2,466,000	\$5,049,854

Table 2
COMMUTER CONNECTIONS FISCAL YEAR 2014 BUDGET
BY STATE FUNDING AGENCY AND PROGRAM ELEMENT

FUNDS SOURCE	Commuter Operations Center	Guaranteed Ride Home	Marketing	Monitoring & Evaluation	Employer Outreach*	GRH Baltimore	TOTALS
District of Columbia	\$50,503	\$79,113	\$312,390	\$52,065	\$16,294	\$0	\$510,365
State of Maryland	\$193,812	\$303,605	\$1,198,827	\$199,805	\$531,779	\$150,000	\$2,577,828
Commonwealth of Virginia	\$187,338	\$293,642	\$1,158,777	\$193,130	\$61,775	\$0	\$1,894,662
Other**	\$67,000						\$67,000
TOTAL	\$498,653	\$676,360	\$2,669,994	\$445,000	\$609,847	\$150,000	\$5,049,854

* Virginia and the District of Columbia have allocated \$796,764 dollars to local jurisdictions and contractors to implement the TERM. DC has allocated \$251,153 and Virginia has allocated \$545,611.

**Software User Fees

Detailed Task Descriptions and Cost Estimates for the FY 2014 Commuter Connections Work Program

I. **COMMUTER OPERATIONS CENTER**

The Commuter Operations Center has been in existence since 1974 and provides local jurisdictions, Transportation Management Associations (TMAs), and federal government agencies a centralized database for commuting information. As part of the overall program, COG/TPB staff provides the following services:

- Ridematching coordination, training and technical assistance to local agencies;
- transportation information services to the general public;
- maintenance of the regional commuter database system hardware and software programming code; and
- data updates to software system.

The program is comprised the four project areas listed below. The total annual budget for the Commuter Operations Center regional program is \$498,653.

A. RIDEMATCHING COORDINATION AND TECHNICAL ASSISTANCE

Each month, COG receives several hundred applications for ridematching and transit information. More than 90% of these applications are received through the Commuter Connections Web site. COG/TPB staff reviews and processes all applications received through the Web site. Matchlists for carpool and vanpool information are sent daily by mail or email (depending on the applicant's preference). Each local Commuter Connections network member has access to the regional TDM on-line system and is notified through a customized queue when a commuter application has been entered through the Commuter Connections Web site from a commuter living in that network member's jurisdiction or in some cases; depending on the network member, it may be a commuter working in their service area. The queue serves as notification that the network member staff should take ownership of the record and follow up with the commuter to provide additional assistance, as needed. Applications received at COG through the mail and fax are forwarded to the network member serving the applicant's home jurisdiction or work jurisdiction for entry into the rideshare database.

The following local jurisdictions, transportation agencies, transportation management associations, and federal government agencies deliver ridematching and commuter assistance services through the Commuter Connections network to their residents and/or workers:

District of Columbia	Maryland	Virginia
COG/TPB	ARTMA	City of Alexandria
	Baltimore City	Arlington County

District of Columbia	Maryland	Virginia
	The BWI Partnership	Army National Guard Readiness Center
	Baltimore Metropolitan Council	Dulles Area Transportation Association
	Bethesda Transportation Solutions	Fairfax County
	Food and Drug Administration	George Washington Regional Commission
	Frederick County	LINK – Reston Transportation Management Association
	Harford County	Loudoun County
	Howard County	Northern Neck Planning District Commission
	Maryland Transit Administration	Northern Shenandoah Regional Valley Commission
	Montgomery County	Potomac and Rappahannock Regional Commission
	National Institutes of Health	Rappahannock – Rapidan Regional Commission
	North Bethesda Transportation Center	
	Prince George's County	
	Tri-County Council for Southern Maryland	

COG/TPB staff administers ridematching services on behalf of the District of Columbia and Arlington County. The local jurisdiction commuter assistance programs listed in Maryland and Virginia receive separate grants from the Maryland Transit Administration and the Virginia Department of Rail and Public Transportation to provide local services and to help support regional TDM program activities.

The Commuter Connections web-based TDM system includes ridematching databases from two commuter assistance programs in southern Virginia and the entire state of Delaware and were incorporated into the TDM system's database to provide improved commuter ridematching through a single database for Virginia, Maryland and the District. These programs are: RideShare (serving the Charlottesville region), TRAFFIX (serving the Hampton Roads region), and Rideshare Delaware (serving the state of Delaware). The staffs from these programs and the commuters they serve have access to the TDM system for matching in carpools and vanpools and have customized access to other modules in the system such as SchoolPool and Guaranteed Ride Home. COG/TPB staff provides technical assistance to these three programs.

During FY 2014, COG/TPB staff will continue to provide technical support and training to Commuter Connections network member agencies for the regional Commuter Connections TDM software system. Staff will continue to review and distribute ridematching applications received from employers and the general public. Matchlist and renewal notice generation and distribution services will also be provided through COG. COG/TPB staff will produce network member technical assistance reports from the Commuter Connections TDM system, and provide staff support and coordination to the Commuter Connections State TDM Work Group, the Commuter Connections Subcommittee, the Commuter Connections Ridematching Committee, and to the Federal ETC Advisory Group. COG/TPB staff will also fulfill daily network member data requests. Federal Agency Employee Transportation Coordinator training will be coordinated and in some instances given by COG/TPB staff. Staff will also produce an annual Commuter Connections Work Program for FY 2015.

COG/TPB staff will also work to expand the regional SchoolPool program and maintain the special events ridematching software module and monitor the trip tracking software module.

Cost Estimate: \$120,824

Products: Database documentation of specific technical actions implemented. *(COG/TPB staff)*

Documentation of Subcommittee and Ridematching Committee meetings. *(COG/TPB staff)*

Documentation of daily technical client member support given through COG's Help Desk. *(COG/TPB staff)*

Daily matchlist generation and distribution. *(COG/TPB staff)*

TDM Web Based System Training Manual updates, as needed. *(COG/TPB staff)*

Monthly commuter renewal notices as part of the purge process. *(COG/TPB staff)*

Update existing Emergency Management Continuity of Operations Plan for Commuter Connections program services. *(COG/TPB staff)*

Transportation Demand Management Resources Directory update twice yearly. *(COG/TPB staff)*

Federal ETC Web site updates. *(COG/TPB staff)*

FY 2015 Commuter Connections Work Program.
(COG/TPB staff)

Services:

Software client Member Help Desk technical support.
(COG/TPB staff)

Software and customer service training, as needed.
(COG/TPB staff)

Federal agency ETC training and support to the
Federal ETC Advisory Group. *(COG/TPB staff)*

Staff the Commuter Connections Subcommittee,
Ridematching Committee, and STDM Work Group
(COG/TPB Staff)

Schedule:

July 1, 2013 - June 30, 2014

Oversight:

Ridematching Committee

- Communicate Technical Support Issues
- Share knowledge and experience on “Hot Topic” Issues
- Provide input and feedback on Software Technical Policies (i.e. purge process, Help Desk)
- Provide requests for software training

Commuter Connections Subcommittee

- Provide input and comments to FY 2015 CCWP
- Provide input and feedback on all programs and projects in CCWP

STDM Work Group

- Provide input and comments to FY 2015 CCWP
- Provide input, feedback and approval on all programs and projects in CCWP

B. TRANSPORTATION INFORMATION SERVICES

COG has provided transportation information services for 40 years in the Washington Metropolitan region. The Commuter Operations Center provides basic carpool/vanpool, transit, telecommuting, bicycling, and walking information. Specialized transportation

information is also provided in support of Air Quality Action Days, Job Access Reverse Commute, SchoolPool, Special Events, Bulletin Board and other regional commuter service programs.

COG staffs the regional commute information telephone number 1-800-745-RIDE. Calls received at COG are transferred to the local Commuter Connections network member site (based on jurisdiction of residence or in some cases work location of the caller) where applicable. COG/TPB staff provides transportation information services to those commuters who cannot be assigned to a client member site, including residents of the District of Columbia. COG receives several hundred calls per week through the 800 number. COG staff also responds to daily requests and questions received by email.

During FY 2013, COG/TPB staff will continue to provide traveler information on alternatives to driving alone to the general public by telephone, Web site, electronically, and through printed information. Staff will continue processing applications from the general public and/or from Commuter Connections network members who request the service on a permanent or temporary basis based on information requests received. COG/TPB staff will answer the regional "800" telephone line, TDD line, and respond to e-mails on information requests from the Commuter Connections TDM system Web service.

Cost Estimate:	\$81,664
Products:	Provide commuter traveler information on alternatives to driving alone to the general public through the Web site, electronically, or through printed information. <i>(COG/TPB staff)</i>
Services:	Provide commuter traveler information on alternatives to driving alone to the general public by telephone. <i>(COG/TPB staff)</i>
	Process applications from the general public. <i>(COG/TPB staff)</i>
	Answer and respond to commuter calls from the regional "800" Commuter Connections line and COG TDD line. <i>(COG/TPB staff)</i>
	Respond to commuter e-mails from the Commuter Connections TDM Web service. <i>(COG/TPB staff)</i>
	Provide general public customer service. <i>(COG/TPB staff)</i>

Schedule: July 1, 2013 - June 30, 2014

Oversight: Ridematching Committee

- Provide input and feedback to information services policies and procedures.

C. TRANSPORTATION INFORMATION SOFTWARE, HARDWARE, AND DATABASE MAINTENANCE

The regional Transportation Demand Management (TDM) software system is provided as a regional database resource with secure online access to nearly 30 commuter assistance programs that include local rideshare agencies, Transportation Management Associations, and federal government agencies. The commuter assistance programs use the TDM software system to service their local commuters' transportation needs for alternative commuting information.

This project includes the daily routine monitoring and maintenance of the TDM software system as well as the hosting of the on-line system through COG's data center. Tasks include: daily backup of the TDM database, maintenance of the TDM Web system servers, off-site hosting for second site for contingency management, Windows support to TDM Oracle database and to virtual web server, oracle database administration and support, documentation of system and system changes, Storage Area Network (SAN) connectivity and maintenance, and the maintenance and replacement of hardware as needed.

This project will also include ongoing software code upgrades to the Web-based TDM system. Changes made to the software code will be reflected in a responsive web design format in order to be displayed on smart phone devices such as Android, Blackberry, and iPhone.

Cost Estimate: \$245,353

Consultant Costs as Part of Estimate: \$ 89,000
(Maintenance Contracts/Software)

Services: Provide daily routine monitoring and maintenance of the TDM system and database for approximately 30 commuter assistance programs. (COG/TPB staff)

Maintain and update TDM system servers, software programming code, and web hosting. (COG/TPB staff in consultation with contractor).

Schedule: July 1, 2013- June 30, 2014

Oversight:

Ridematching Committee

- Provide input and feedback to TDM system maintenance policies.
- Provide recommendations for TDM Web based system software code upgrades.

D. COMMUTER INFORMATION SYSTEM

The Commuter Information System project provides the TDM system with a GIS based information system that includes transit stop data, telework center locations, park and ride lot locations, and bicycling information as part of the ridematching functionality.

During FY 2014, COG/TPB staff will continue integration activities of new transit, telework center, park and ride lot, and bicycle route data into the TDM system server. Staff will also continue to obtain updated transit data, street centerline information and park-and-ride lot data from local jurisdictions and transit properties and reformat this data as necessary to the proper GIS format for use on the regional TDM system. Updates to the park-and-ride and telework center datasets for use on the TDM system will continue as will updates to the interactive GIS-based Web site application to include updated local and regional information for 11,000 plus transit, telework center, park-and-ride lots, and bicycle lanes/paths records. The bicycle routing module will also be updated to reflect any new and/or expanded bicycle paths and/or trails.

Cost Estimate:

\$50,812

Services:

Update local and regional information for transit, telework center locations, park and ride lots, and bicycle route information which will be used in the TDM Web system. *(COG/TPB staff)*

Schedule:

July 1, 2012 - June 30, 2013

Oversight:

Ridematching Committee

- Provide input into data source updates for TDM web based system.

II. REGIONAL GUARANTEED RIDE HOME PROGRAM

The regional Guaranteed Ride Home (GRH) program eliminates a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter’s fear of being “stranded” at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not

rideshare or use transit to travel to work. The regional GRH program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime. The GRH program's free ride home is offered only to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternative, and current ridesharing and transit users will increase the usage of these alternative commute modes. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The Guaranteed Ride Home program is a regional program and consists of the project area previously outlined in Figure 1. The annual budget for the Guaranteed Ride Home program for the two project areas outlined below is \$676,360.

A. GENERAL OPERATIONS AND MAINTENANCE

COG/TPB staff processes all GRH applications received through the Commuter Connections web-based TDM software system, or by mail or fax. Using the web based TDM system, COG/TPB staff registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections Web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG/TPB staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG/TPB staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG/TPB staff.

In the event the commuter has not supplied an e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections Web site to re-register.

During FY 2014, staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization,

GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will continue to respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines, and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

Cost Estimate: \$206,298

Direct Costs (Telephone, Copies, etc) as Part of Estimate: \$27,071

Products: GRH new and re-registration ID cards and registration letters
(COG/TPB staff)

GRH Program participation guidelines. (COG/TPB staff)

Services: Process application requests from the general public for registration and re-registration to the program. (COG/TPB staff)

Notify commuters when registration is about to expire.
(COG/TPB staff)

Monitor and update GRH applicant database. (COG/TPB staff)

Schedule: July 1, 2013 - June 30, 2014

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided by several taxi companies, a rental car company, and a paratransit company, all under contract with COG. Commuters make their GRH trip request through a menu option provided on COG's Commuter Connections 800 telephone number. This menu option transfers calls for GRH trips

directly to an operations contractor. This contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation providers. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

During FY 2014, COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility; dispatching rides through the ten ride service providers; tracking ride requests in the GRH database; and processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents.

Cost Estimate: \$470,062

Consultant/Contractor Costs as Part of Estimate:

(Daily Operations) \$133,000
(Cab and Car Rental Companies) \$251,530

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations and ten cab and car rental ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Customer service training for GRH call center agents. *(COG/TPB Staff)*

Provide GRH Rides *(Cab and Car Rental Companies)*

Schedule: July 1, 2013 - June 30, 2014

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program operations.

III. MARKETING

The Marketing program delivers a “brand promise” for Commuter Connections as an umbrella

solution for commuters seeking alternative commuting options within the region through regional marketing campaigns and special events and initiatives. The use of media and other forms of communication at high reach and frequency levels are used to communicate the benefits of alternative commute methods to Single Occupant Vehicle (SOV) commuters most likely to shift to non-SOV travel.

Marketing is a regional program and consists of five project areas listed below. The total annual project cost for the program tasks is \$2,669,994.

A. TDM MARKETING AND ADVERTISING

Regional TDM marketing campaigns aim to encourage both current SOV and non-SOV populations to either start or to continue using alternative transportation modes for commuting. Regional TDM marketing campaigns complement other on-going Commuter Connections program services that have been implemented in the region by increasing their overall efficiency and effectiveness.

Commuter Connections regional marketing campaigns may include, but is not limited in the use of direct mail to households and employers, radio, television, Web site advertisements and banner ads, phone book advertising, keyword search engine sponsorships, bus and rail advertising, and special event advertising. COG/TPB staff and its network members may also participate in promotions at employment sites and special events.

The overall objective of the project will be to continue to brand Commuter Connections and to meet the Mass Marketing TERM impact goals. A marketing/advertising/public relations contractor will be used to produce and execute the creative, copywriting, and earned media (public relations) plan.

The marketing/advertising/public relations contractor provides expertise to develop the regional marketing campaign. The program builds upon current regional TDM marketing efforts by local, state, and regional agencies to establish a coordinated and continuous year round marketing effort for regional TDM programs. Partnerships between COG and area transit agencies have been established and are maintained to enable the promotion of incentives such as the GRH program to transit riders. COG has also partnered with local jurisdictions to promote various program services through value added media opportunities.

A Marketing Communications Plan and Schedule is issued within the first quarter of the fiscal year that will outline the overall marketing strategy to be used for marketing campaign. Input on this plan will be provided by the state funding agencies and the Regional TDM Marketing Group members. A Marketing Planning Workgroup will then be formed provide input to the detailed creative development of the regional marketing campaigns. Campaign summary documents will be produced that will outline campaign specifics such as direct mail distribution points (i.e. zip codes), radio stations used, etc.

COG/TPB staff will update and implement a public relations plan and continuously update the SharePoint site for posting marketing and advertising materials for review by the regional Marketing Planning Workgroup members. An outbound email box has also been established at docomments@mwkog.org for communications on reports and other work program products that require feedback by Commuter Connections committee groups.

A regional commute alternatives newsletter, *Commuter Connections*, will be published quarterly and distributed to several thousand employers. The focus of the newsletter is on federal, state, regional and local information and/or ideas employers can use to either start, expand or maintain employer-based commute benefit programs. In addition, COG/TPB staff works with the General Services Administration to produce a quarterly Employee Transportation Coordinator (ETC) newsletter insertion into the Commuter Connections newsletter, for distribution to more than 100 Federal ETC's.

COG/TPB staff will continue to maintain and update all Commuter Connections collateral materials and Web based information. The regional Resource Guide and Strategic Marketing Plan will also be updated with input from member agencies. Part of the marketing and advertising plan will include the 40 year commemoration of the start of Commuter Connections (originally founded as the Commuter Club).

Cost Estimate: \$2,029,780

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$475,000
<i>(Media Buy)</i>	\$935,000
<i>(Postage/Printing)</i>	\$227,000

Products:

- SharePoint postings for marketing and advertising materials for review by workgroup members and all other Commuter Connections committees. *(COG/TPB staff)*
- Earned media plan. *(COG/TPB staff in conjunction with consultant)*
- Quarterly employer newsletter and Federal agency Employee Transportation Coordinator newsletter. *(COG/TPB staff in conjunction with consultant)*
- Mass Marketing material updates and re-prints. *(COG/TPB staff in conjunction with consultant)*
- Commuter Connections Web Site updates. *(COG/TPB staff in consultation with consultant as needed)*

Creative materials for regional TDM marketing campaigns. *(COG/TPB staff in conjunction with consultant)*

Bus and rail advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Special event advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Marketing Communications Plan and schedule. *(COG/TPB staff in conjunction with consultant)*

2013 Strategic Marketing Plan and Resource Guide. *(COG/TPB staff in conjunction with consultant)*

1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document. *(COG/TPB staff in conjunction with consultant)*

2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document. *(COG/TPB staff in conjunction with consultant)*

Services:

Placement of advertisements including, but not limited to: Web site advertisement through banner ads, placement of keyword search engine sponsorships, radio, print, and television, as needed. *(Consultant)*

Placement of advertisements in printed and electronic telephone directories. *(COG/TPB staff)*

Staff the Regional TDM Marketing Group. *(COG/TPB staff)*

Track the effectiveness of advertising campaigns through call volumes and internet hits. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Monitor and adjust the implementation of regional marketing campaigns. *(COG/TPB staff)*

Attend and participate in commuter promotional events and special events, as needed. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule:

July 1, 2013 - June 30, 2014

Marketing Communications Plan and Schedule:
September 2013

2013 Strategic Marketing Plan and Resource Guide:
December 2013

1st Half of the Fiscal Year Regional TDM Marketing
Campaign Summary Document: December 2013

2nd Half of the Fiscal Year Regional TDM Marketing
Campaign Summary Document: June 2014

Oversight:

Regional TDM Marketing Group

- Provide input and feedback on marketing plan, collateral materials, and recommendations made by the Marketing Planning Work Group.
- Provide information on current regional TDM marketing efforts by local, state, and regional agencies to establish and coordinate continuous year round marketing for regional TDM.

B. BIKE TO WORK DAY

A major marketing activity is the annual Bike to Work day event. Participation in this event has grown steadily each year and includes bicyclists from all jurisdictions in the region. This event is co-sponsored by the Washington Area Bicyclists Association (WABA) and is supported by COG/TPB staff, the state funding agencies and local jurisdictions, and individual sponsoring companies and organizations. Some of the costs of the event are off-set by business and interest-group sponsors who receive publicity for their financial support.

Commuter Connections participation in Bike to Work day includes support for the

planning and promotion of the event, the maintenance and management of the event web sites, and assistance at the various “pit stops” on the day of the event, development of promotional materials and advertising, and earned media. An “Employer Challenge” is also held which identifies the top five employers with the most registered participants in the event. A drawing is then held with the five employers to select a winner. The winning employers’ registered participants receive a free lunch event sponsored by Commuter Connections.

COG/TPB staff will continue to support and implement a regional Bike To Work Day event and promote the event to employers. This will be accomplished through management and oversight of the event web site, media placements and marketing coordination activities with the marketing/advertising/public relations contractor.

Cost Estimate: \$134,219

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 60,000
<i>(Media Buy)</i>	\$ 35,000
<i>(Postage/Printing)</i>	\$ 8,400

Products: Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Creative materials for Bike To Work Day Event which may include, but is not limited to logo update, poster, take-away brochure, transit signage, t-shirts, custom banners for each pit stop, radio ad, writing copy for live radio reads, print ad, internet ads, HTML e-mail blasts, and public service announcements. *(COG/TPB staff in conjunction with consultant)*

Regional Proclamation. *(COG/TPB staff)*

Services: Coordinate regional pit stops for Bike To Work Day event in May 2014. *(COG/TPB staff)*

Coordination and management of event web site *(COG/TPB staff in conjunction with WABA staff and consultant)*

Design and distribute event collateral materials to employers and the general public. *(COG/TPB staff in conjunction with consultant).*

Placement of advertisements; including, but not limited to: Web site advertisement through banner

ads, placement of keyword search engine sponsorships, radio, and print, as needed. Activities include negotiation of value-added media. *(Consultant)*

Solicitation of corporate sponsors. *(COG/TPB staff in conjunction with consultant).*

Media outreach and coordination of interviews. *(COG/TPB staff in conjunction with consultant)*

Coordination of Employer Challenge. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Staff regional Bike To Work Day Steering Committee. *(COG/TPB staff)*

Schedule: July 1, 2013 - June 30, 2014

Oversight: Bike To Work Day

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

C. EMPLOYER RECOGNITION AWARDS

COG/TPB staff will coordinate the annual Commuter Connections Employer Recognition Awards for employers showing commitment towards voluntarily implementing commute alternative programs and telecommuting at their respective worksite(s). COG/TPB staff will also explore additional public relations opportunities for the award winning agencies to be profiled or highlighted. During FY 2009, a review of the program occurred and recommended changes that were adopted were implemented during FY 2010. An Employer Recognition Awards work group will continue to provide input to the collateral material developed for the award.

Coordination activities will include developing and distributing an awards nomination packet and soliciting nominations from employers through local jurisdictions, Chambers of Commerce and from the employers themselves. Staff will also work with the marketing contractor to review and classify the award submissions. A selection committee of objective transportation industry professionals will be recruited for the awards selection committee. The selection committee will be chaired by a member of

the TPB.

The marketing contractor will work with COG/TPB staff to validate nomination entries and obtain and clarification needed from nominees. The marketing contractor will facilitate the selection committee process. Once the selection committee makes its recommendations, the award winners will be notified and a short video will be produced on each winning category. An awards booklet, giveaway, and short video briefs of each of the award winners will be produced for the awards ceremony. The awards ceremony will be held towards the end of the fiscal year. Staff will coordinate all logistics for the event including, but not limited to: securing speakers, writing remarks, securing event venue, and staffing the event. Additionally, COG's Office of Public Affairs along with the marketing contractor will identify media opportunities to highlight the winners.

Cost Estimate: \$98,750

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$60,000
<i>(Media Buy)</i>	\$ 5,500
<i>(Postage/Printing/Video)</i>	\$19,500

Products:

Awards nomination packet. *(COG/TPB staff in conjunction with consultant).*

Awards invitations *(COG/TPB staff in conjunction with consultant).*

Awards Booklet. *(COG/TPB staff in conjunction with consultant).*

Award Trophies. *(COG/TPB staff)*

Giveaway Item. *(COG/TPB staff in conjunction with consultant).*

Video Briefs. *(COG/TPB staff in conjunction with consultant).*

Event Photos. *(Consultant)*

Print Ad. *(Consultant in conjunction with COG/TPB staff)*

Services:

Coordinate award submissions with local jurisdictions. *(COG/TPB staff)*

Coordinate logistics for awards selection committee.

(COG/TPB staff in conjunction with consultant)

Facilitate selection committee meeting *(Consultant)*

Identify and coordinate earned media opportunities.
(COG/TPB staff in conjunction with consultant)

Placement of print ad. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Coordinate event logistics including recruitment of speakers, writing speaker remarks, securing event venue, and staffing the event. *(COG/TPB staff)*

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2013 - June 30, 2014

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project and recommendations made by Employer Recognition Awards work group.

D. POOL REWARDS

During FY 2009 COG/TPB staff issued a report on the feasibility of conducting a carpool incentive demonstration project called 'Pool Rewards. The carpool incentive demonstration project was launched in FY 2010 and was evaluated. The purpose of the carpool incentive demonstration project was to recruit and retain commuters in a carpool through cash or other incentives. Similar programs are in operation in major metropolitan areas such as Los Angeles and Atlanta. Research has shown that commuters who are paid to carpool tend to stay in a carpooling arrangement longer than those carpoolers who are not paid. Commuters who currently take transit or a vanpool to work are eligible to receive \$245 per month under the IRS Qualified Transportation Fringe benefit provisions. Carpoolers are not eligible to participate. This type of a program has been used in a limited fashion in the Washington metropolitan region during large-scale construction projects such as the Wilson Bridge where the program was named "Bridge Bucks." The program proved to be extremely successful in convincing commuters to use an alternative form of transportation other than driving alone during the construction period.

During FY 2009, COG/TPB staff and a volunteer committee of Commuter Connections network members reviewed the top ten congested areas in the MSA with the goal of choosing corridors for implementing a carpool incentive and recommending the feasibility of

implementing a demonstration program. The following final recommendations were made to the Subcommittee regarding the three corridors where the demonstration program would operate: 1) The I-495 corridor from Bethesda to Tyson's Corner, 2) the I-495 corridor from MD-295 (BW Parkway) to I-270; and 3) I-395 from Washington DC into Northern Virginia. The program guidelines and implementation plans for each of these corridors were developed by a work group in FY 2009 and were deployed as part of the pilot project. The duration of the financial incentive for the three recommended corridors was for three months for participating commuters. During the course of the demonstration project in FY 2010, the corridor restrictions were lifted in March 2010 due to low participation rates. At that point there were only 12 participants and once the restrictions were lifted there were approximately 185 new participants that joined the program. There were 102 participants that completed logging their trips, had supervisor verification, and completed an on-line survey.

An evaluation report was developed under the guidance of the State TDM Work Group and the TDM Evaluation Group. Based on the demonstration project results, the STDM Work Group determined the program's continuation beginning in FY 2011 along with changes to program guidelines and the 'Pool Rewards software module. After measuring the benefits produced from the carpool financial incentive program, comparisons were made from the expected outcomes to the actual outcomes in terms of auto occupancy and vehicle miles of travel, vehicle trips reduced and emission impacts. A follow-up survey conducted in FY 2011 of the original demonstration project participants showed a 93% carpool retention rate of all participants. A survey of new participants was conducted in FY 2011 and showed that 98% of the program participants planned to carpool after the incentive had ended. Continued evaluation will be conducted in order to adjust program guidelines and documentation of program participation from the user's end.

In FY 2012 the 'Pool Rewards program was expanded to include vanpools. Newly formed vanpools that originate in either the District of Columbia or in Maryland whose destination is in the Washington DC non-attainment region will be eligible to participate. Third-party vanpool providers on contract with COG/TPB will provide the vanpool service. COG/TPB staff worked with WMATA to develop a monthly mileage reporting system for the Federal Transit Administration's (FTA's) National Transit Database. There will also be continued coordination with Virginia's new incentive vanpool program.

In FY 2014, advertising materials will be updated along with on-line advertising as a way to entice additional project participants.

Cost Estimate: \$322,129

Consultant/Incentive Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 10,000
<i>(Media Buy)</i>	\$ 35,000
<i>('Pool Rewards Incentive Payments)</i>	\$110,000 (carpools)
	\$120,000 (vanpools)

Products: Marketing materials. *(COG/TPB staff in conjunction with*

consultant)

Services: Operation of 'Pool Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Media Placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2013 - June 30, 2014

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

E. CAR-FREE DAY

During FY 2014, COG/TPB staff will coordinate with local jurisdictions to implement the regional Car Free Day campaign that will encourage residents to leave their cars behind or to take alternative forms of transportation such as public transit, carpools, vanpools, telework, bicycling or walking.

Car Free Day was first held in FY 2009. In FY 2012, evaluation results showed that there were over 11,700 individuals that pledged to go "car-free" for this event, a 70% increase over the previous year. In addition, there were approximately 5,500 vehicle trips reduced and 272,000 vehicle miles of travel reduced as a result of participation in this event. During FY 2013, the event was held on a Saturday and the participation rate was about half of that in FY 2012 (6,572 pledges).

This event will be held on September 22nd and is in tandem with the World Car Free Day event. Because the event falls on a Sunday, the Car Free Day Steering Committee will look to promote the event over a Friday, Saturday, Sunday time period in order to attract additional participation. A marketing campaign along with public outreach efforts will be developed to coincide with this worldwide celebrated event. Given that the event will be held on a Saturday, the event message may need to be modified.

Cost Estimate:	\$85,116
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 25,000
<i>(Media Buy)</i>	\$ 40,000

(Postage/Printing)

\$ 12,000

- Products:** Marketing collateral which can include, but is not limited to development and printing of posters, transit signage, bus shelter signage and other related advertising collateral that will need to be printed. *(COG/TPB staff in conjunction with consultant)*
- Development and production of radio ad, internet ads, and text messages, and HTML e-mail blasts. *(COG/TPB staff in conjunction with consultant)*
- Earned media plan development and implementation. *(COG/TPB staff in conjunction with consultant)*
- Update of Web site and social media. *(COG/TPB staff in conjunction with consultant)*
- Services:** Implement regional Car Free Day event prior to and after Sunday, September 22, 2013 and promote event to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant)*.
- Media Placements, including the negotiation of value-added placements. *(Consultant)*
- Process media placement invoices. *(COG/TPB staff)*
- Staff regional Car Free Day Steering Committee. *(COG/TPB staff)*
- Management and oversight of marketing contract. *(COG/TPB staff)*
- Schedule:** July 1, 2013 - June 30, 2014
- Oversight:** Car Free Day Steering Committee
- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

IV. MONITORING AND EVALUATION

The Monitoring and Evaluation program will provide overall program and individual project results when appropriate for the various projects in the CCWP that will be used to track progress for the regionally adopted Transportation Emission Reduction Measures (TERMS). One project will solely focus on those activities directly related to data collection and analysis for the TERMS. Data collection and analysis for the TERMS occurs over a three year period. Results from this project will directly impact the FY 2012 – FY 2014 TERM Analysis report for Commuter Connections and the final results will be used to update the regional TERM Tracking Sheet. Cost effectiveness results are also calculated every three years. Impact and cost effectiveness results will also be used by the State TDM Work Group to make any necessary recommendations for changes to the TERMS being operated through Commuter Connections.

The second project area will include the ongoing tracking and monitoring activities for each of the CCWP program areas, including the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, and GRH Baltimore. A direct customer satisfaction survey will be performed to gauge the level of satisfaction for Guaranteed Ride Home. Monthly data collection and quarterly progress reports and an annual progress report will also be produced by COG/TPB staff.

The Monitoring and Evaluation program is a regional program and consists of the two project areas outlined below. The total annual project cost for the program tasks is \$445,000.

A. TERM DATA COLLECTION AND ANALYSIS

Data collection analysis for the Commuter Connections TERMS occurs over a three year period. The current cycle began in FY 2012 (July 1, 2012) and will conclude in FY 2014 (June 30, 2014). During FY 2012, the previous data collection cycle's TERM Analysis Report was finalized and published and the Placement Rate Study for the new data collection period was completed. In FY 2013, the Framework Methodology Document was updated and published, and data collection activities occurred for the 2013 State of the Commute Report and 2013 GRH Applicant Survey. Draft Technical reports were produced for both data collection activities.

During FY 2014, the final year in the data collection cycle, COG/TPB staff will conduct an evaluation of the regional Employer Outreach database as specified in the FY 2012 – 2014 TDM Evaluation Framework Methodology Document. An employer telework survey will also be conducted with Maryland employers to gauge the effectiveness of assistance provided to employers to start and expand a telework program. A Bike To Work Day survey of the FY 2013 program participants will be conducted and the 2013 State of the Commute Survey Technical Report will be finalized and a general public report will be prepared for printing. The 2013 Guaranteed Ride Home Applicant Survey Report will be finalized. The draft FY 2014 TERM Analysis report will also be prepared.

Various presentations on the data collection instruments and reports will be prepared and given to the Commuter Connections TDM Evaluation Group, the Commuter Connections Subcommittee, the TPB Technical Committee, and the TPB, if warranted. The evaluation

contractor will also be fulfilling data requests that are received or needed by COG/TPB staff during the course of the fiscal year.

COG/TPB staff will also provide day to day management and monitoring of evaluation contract services and will report results through monthly data collection activities and quarterly progress reports and an annual progress report.

During FY 2014, data collection activities from local sales territories will continue as will the review of employer database records and the classification of employer records into levels of participation. Quarterly level of effort verification statements will be produced by COG/TPB staff.

Cost Estimate:	\$219,101
<i>Consultant Costs as Part of Estimate:</i>	
<i>(TDM Evaluation Project Consultant)</i>	<i>\$80,000</i>

Products:

2013 State of the Commute Final Technical Report and preparation of general public report for printing. *(COG/TPB staff in conjunction with consultant)*.

Final 2013 GRH Applicant Survey Report. *(COG/TPB staff in conjunction with consultant)*.

Regional evaluation of Employer Outreach database for FY 2012 – FY 2014 TERM Analysis Report. *(COG/TPB staff in conjunction with consultant)*.

FY 2013 Bike To Work Day participant data collection and Report. *(COG/TPB staff in conjunction with consultant)*.

Employer Telework Survey data collection. *(COG/TPB staff in conjunction with consultant)*.

2012 - 2014 Draft TERM Analysis Report *(COG/TPB staff in conjunction with consultant)*.

Quarterly level of effort Employer Outreach TERM verification statements. *(COG/TPB Staff)*

Services:

Fulfillment of data requests. *(COG TPB Staff)*

Data documentation from monthly activity reports from ten local sales territories. *(COG TPB Staff)*

Management and oversight of TDM Evaluation contract.

(COG/TPB staff)

Schedule:

July 1, 2013 - June 30, 2014

2013 State of the Commute Survey Final Technical Report:
November 2013

2013 GRH Applicant Final Survey Report: November 2013

2013 Bike To Work Day Participant Survey Report: January
2014

Employer Outreach Database Analysis: April 2014

Employer Telework Data Collection: April 2014

2013 State of the Commute Survey General Public Report:
Preparation for Printing - June 2014

2012 - 2014 Draft TERM Analysis Report: June 2014

Oversight:

TDM Evaluation Group

- Provide input and feedback on data collection activities, survey methodology, and draft reports.

B. PROGRAM MONITORING AND TRACKING ACTIVITIES

COG/TPB staff will collect monthly program statistics, produce quarterly progress reports, monthly Executive Summary reports, and produce a FY 2013 annual summary of program statistics of the number and type of commuter traveler requests filled by COG and other client member program sites. Staff will collect and analyze data from the monthly customer satisfaction survey for all GRH program users, and produce a customer satisfaction survey report based on the findings. Survey results will be used to change program guidelines and/or policies as needed.

COG/TPB staff will assist local Employer Outreach sales representatives to conduct employer site surveys. A contractor will be used to provide technical assistance for the electronic surveying process and analysis of results, and data entry assistance for those employers using a paper copy of the survey. Survey tabulation and reporting will be provided by COG/TPB staff. Results from the employer database tabulated surveys are used to estimate the participation rates and impacts for employer-based TDM programs reported from the local sales jurisdictions. COG/TPB staff will also maintain and update the archived Employer Commute Survey database.

COG/TPB staff will also monitor monthly progress for local Employer Outreach sales jurisdictions based on their approved Scopes of Work and contract project goals. Quarterly progress reports and level of effort tracking sheets listing results of each local sales jurisdiction will be prepared. An annual detailed snapshot of overall progress will be provided to appropriate state funding agencies for their respective jurisdictions.

COG/TPB staff will conduct the annual Employer Customer Satisfaction Survey and report.

COG/TPB staff will oversee a regional monitoring and evaluation program for Employer Outreach which includes data collection activities from local employer outreach sales territories. Local jurisdiction contract performance monitoring for Employer Outreach goals will also be a part of this activity.

Results from local employer telework sales calls and outreach services will be documented in terms of level of effort and progress and shown in quarterly progress reports. Quarterly documentation will also be provided on level of participation and effectiveness and results from sales and outreach activities for employer-based telework programs. Overall monitoring and evaluating employer-based telework programs throughout the region will continue.

Staff will also evaluate effectiveness of advertising campaigns through call volumes, internet hits, and the annual placement rate study. Marketing campaigns will be monitored through lead analysis and detailed campaign summary results. An event summary report will also be produced for the FY 2013 regional Bike To Work Day event.

Monthly program statistics will be collected and quarterly progress reports will be provided for all program areas in the FY 2014 CCWP and an annual progress report for FY 2013 will be produced.

Cost Estimate: **\$225,899**

Consultant Costs as Part of Estimate:

<i>(Employer Survey Project Consultant)</i>	\$ 20,000
<i>(TDM Evaluation Project Consultant)</i>	\$ 10,000

Products:

Collect monthly program data and produce quarterly progress reports and monthly Executive Summary reports for the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, Evaluation, and GRH Baltimore programs. *(COG/TPB staff)*

Produce FY 2013 annual progress report. *(COG/TPB staff)*

Collect and analyze data from monthly GRH customer

satisfaction survey for FY 2013 program users, and produce a report showing results. *(COG/TPB staff)*

Quarterly Employer Outreach verification report. *(COG/TPB staff)*

Marketing lead analysis and campaign summary report. *(COG/TPB staff)*

FY 2013 Bike to Work Day Event Report *(COG/TPB staff)*

Employer Outreach Customer Satisfaction Survey *(COG/TPB staff and Contractor)*

Survey reports to Employer Outreach representatives from Employer Commute Survey results. *(COG/TPB staff)*

Services:

Updating and Maintaining Employer Commute Survey archived database. *(COG/TPB staff)*

Management and oversight of Employer Survey contract. *(COG/TPB staff)*

Staff the TDM Evaluation Group *(COG/TPB staff)*

Schedule:

July 1, 2013 - June 30, 2014

FY 2013 4th Quarterly Progress Report: July 2013

FY 2014 Marketing Campaign Lead Analysis and Results: September 2013

FY 2013 Annual Progress Report: September 2013

FY 2014 1st Quarter Progress Report: October 2013

FY 2014 2nd Quarter Progress Report: January 2014

FY 2014 3rd Quarter Progress Report: April 2014

FY 2014 Marketing Campaign Lead Analysis and Results: March 2014

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on data collection activities for GRH customer satisfaction survey, monthly, quarterly, and annual progress reports.

Regional TDM Marketing Group

- Provide input and feedback on campaign lead analysis reports.

Employer Outreach Committee

- Provide input and feedback on quarterly employer outreach verification reports and Employer commute survey process, reports and survey result archives.

V. EMPLOYER OUTREACH

The Employer Outreach program provides and supports outreach efforts in ten jurisdictions located in the region’s MSA. This program contains regional and jurisdictional components. COG/TPB’s Commuter Connections staff provides overall administration and arranges for sales training and support for the jurisdictional components of the program and technical training on the regional sales contact management database. The local jurisdictions provide outreach to employers and work with employers to develop and implement new, or expand existing employer-based alternative commute programs.

The following local jurisdictions provide employer outreach services:

District of Columbia
Frederick County
Montgomery County
Tri-County Council for Southern Maryland
Prince George’s County
City of Alexandria
Arlington County
Fairfax County
Loudoun County
Prince William County

Most employers who promote commute alternatives do so for practical reasons associated with the operation of their businesses. But the community as a whole benefits from commute alternatives programs, which improve air quality, reduce traffic congestion, and support economic development. For this reason, many local governments in the region continue to offer programs that encourage commute options at the employment site. These programs range from marketing efforts and incentive programs conducted through ridesharing programs

to “adequate public facilities ordinances” that have trip reduction requirements for affected employers. Additionally, the Virginia Department of Transportation administers funds directly to the local jurisdictions in Northern Virginia to implement the Employer Outreach TERM and has also allocated funding to the Telework!VA program for employers to either start or expand a telework program. The District Department of Transportation is using the pass-thru dollars for the TERM to hire a contractor directly. Results from these activities are reported and analyzed under the regional Monitoring and Evaluation program.

The Commuter Connections program’s ongoing goal has been to weave existing local employer and government programs into a coherent, voluntary regional network, and to promote ways in which worksite commute alternatives programs may grow, without imposing burdensome mandates upon employers.

Regional Components of the Employer Outreach Program include:

- 1) Maintaining and updating a web-based regional employer/employee sales contact database to facilitate local efforts and avoid duplication.
- 2) Coordination with WMATA’s SmartBenefits program sales staff, and/or their assigned consultant(s).
- 3) Review of individual local sales contact databases on a continuing basis to ensure quality control.
- 4) Providing bicycling information to area employers to help and support bicycling to work by their employees.
- 5) Coordinating technical training for the regional sales database on an as needed basis.
- 6) Supporting the Employer Outreach Committee of the Commuter Connections Subcommittee which provides guidance to the program.
- 7) COG/TPB staff support for updating and printing customized sales materials and employer case studies both in hard copy and for inclusion on the Commuter Connections Web site.
- 8) Providing coordinated marketing materials for the program including; but not limited to, customized sales portfolio’s, employer case studies, Live Near Your Work, Alternative Work Schedule, Climate Change Carbon Footprint, LEED, and Emergency Commute Preparedness information.
- 9) Providing customized information on voluntary commuting actions that can be taken by employers and the general public to reduce mobile source emissions, particularly on Air Quality Action days, through the Clean Air Partners program.
- 10) Offering sales training for the sales and service representatives in each of the participating jurisdictions.

The regional components of the program are listed in the two project tasks below. The total annual cost for the regional components of the Employer Outreach program is \$80,650.

Jurisdictional Components of the Employer Outreach Program include:

- 1) Contacting individual employers in each locality, (carried out by the local sales and service representatives) through the regional contact sales database which Commuter Connections maintains and updates.
- 2) Accomplishing local program goals in Maryland jurisdictions via staff, contractors, TMA's, or other entities. A scope of work is submitted to COG to expedite an annual program contract for each locality, and funding is allocated to localities based upon guidance to COG from the state funding agencies.
- 3) COG/TPB support for overseeing pass-thru funding to local sales jurisdictions for the implementation of voluntary transportation demand management strategies at private sector employment sites.
- 4) Providing sales support for the sales and service representatives in DC and Maryland.

The jurisdictional components of the program are outlined in the two project tasks below. The total annual costs for the jurisdictional components of the Employer Outreach program are \$529,197.

Regional Component Project Tasks

A. **REGIONAL EMPLOYER DATABASE MANAGEMENT AND TRAINING**

During FY 2014, COG/TPB staff will continue to maintain and update the hardware and software for the computerized regional employer outreach database and monitor the regional web-based database upgrade installed during FY 2013. In addition, COG/TPB staff will coordinate training and provide technical assistance to local sales jurisdictions upon request.

Cost Estimate: \$65,650

Services: Management and monitoring of Employer Outreach regional database and provision of sales representative database training as needed.
(COG/TPB staff)

Maintenance and update of regional contact management database. *(COG/TPB staff)*

Schedule: July 1, 2013 - June 30, 2014

Oversight: Employer Outreach Committee

- Provide input and feedback on technical issues regarding the regional Employer Outreach database/

B. EMPLOYER OUTREACH FOR BICYCLING

The Employer Outreach for Bicycling program provides information to area employers to help support and encourage bicycling to work by their employees. This information is included in the Employer Outreach materials provided to employers under the Employer Outreach Program.

Specific activities under the Employer Outreach for Bicycling Program include the update of a guide on biking to work ("Biking to Work in the Washington Area: A Guide for Employers and Employees), and incorporation of WABA bike mentors into the ridematching database. (WABA's Web site now provides users with 24-hour matching to WABA bike mentors, automating a service that previously consumed considerable staff time, and which was available only during office hours).

COG/TPB staff also provides support and facilitation for other bike-to-work outreach activities including lunch time seminars, association meetings and strategic mailings.

Cost Estimate: \$15,000

Printing as Part of Estimate \$4,713

Products: Regional Bicycling to Work Guide updates.
(COG/TPB staff)

Services: Employer assistance and seminars. (COG/TPB staff)

Schedule: July 1, 2013 - June 30, 2014

Oversight: Employer Outreach Committee

- Provide input and feedback on bicycling issues or outreach activities at employment sites.

Jurisdictional Component Project Tasks

A. MARYLAND LOCAL AGENCY FUNDING AND SUPPORT

Local jurisdictions work with employers to develop and implement new, or expand existing employer-based commuter benefit programs such as transit and vanpool benefits, preferential parking for carpools and vanpools, carpool and vanpool formation, and telework and flexible work schedules. Results from these efforts are recorded in the regional employer database.

Maryland jurisdictions will also provide general telework information to the general public, local agencies, and employers. Employer Outreach representatives will also work with employers in Maryland to establish new or expand existing telework programs.

Cost Estimate: Pass-thru to Local Jurisdictions: \$433,304
Telework component of pass-thru: \$81,063

Total Project Budget: \$433,304

Services: New or expanded employer-based TDM programs in Maryland. (*local jurisdictions*).

New or expanded employer telework programs in Maryland. (*local jurisdictions*).

Schedule: July 1, 2013 - June 30, 2014

B. DC, MARYLAND, AND VIRGINIA PROGRAM ADMINISTRATION

This project task includes the management and monitoring of pass-thru funding by COG/TPB staff to local sales jurisdictions in DC and Maryland for contract compliance. It also includes support to DC and Maryland jurisdictions, consultants, or TMA staff in implementing voluntary transportation demand management strategies at private and/or non-profit sector employment sites. This task involves the review and approval of an annual Scope of Work by COG/TPB staff for each of the Maryland sales jurisdictions and day to day contract management. This task also includes COG/TPB staff support for updating and printing employer specific regional employer-based marketing materials as well as providing training opportunities.

Cost Estimate: \$95,893

Products:

Electronic and printed updates of customized sales portfolio materials, employer specific regional marketing materials (General Commuter Connections brochure, Alternative Work Schedules brochure, Emergency Commute Preparedness brochure, Live Near Your Work brochure, LEED brochure, Climate Change brochure), and case studies. (COG/TPB staff)

Services:

Sales training offered for sales and service representatives in the region. (COG/TPB staff/sales training professionals).

Oversight to local sales jurisdictions in DC and Maryland to implement voluntary transportation demand management strategies at private sector employment sites. (COG/TPB staff)

Bi-annual sales support conference calls to DC and Maryland jurisdictions. Employer site visits by COG/TPB staff as requested or needed by DC and Maryland jurisdictions. (COG/TPB staff)

Staff the regional Employer Outreach Committee. (COG/TPB staff)

Schedule:

July 1, 2013 - June 30, 2014

Oversight:

Employer Outreach Committee

- Provide input and feedback on administrative items such as training, employer-based collateral materials, and case studies.

VI. GUARANTEED RIDE HOME BALTIMORE

A regional Guaranteed Ride Home (GRH) program was implemented in the Baltimore metropolitan region and in St. Mary's County beginning in FY 2011. The GRH Baltimore program will help to eliminate a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The GRH Baltimore program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime.

The GRH Baltimore is similar to the Washington metropolitan region's GRH program in offering a free ride home to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternatives, and current ridesharing and transit users will increase the usage of these alternative commute modes. The program will be able to demonstrate both transportation and emission impacts that could be used as part of the Baltimore region's air quality conformity process. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

During FY 2014, COG/TPB staff will also be finalizing the in-depth Guaranteed Ride Home (GRH) Baltimore Applicant survey conducted in FY 2013.

The budget for the Guaranteed Ride Home program includes two project areas outlined below, and with a budget of \$150,000.

A. GENERAL OPERATIONS AND MAINTENANCE

Commuter Connections staff at the Metropolitan Washington Council of Governments (COG) will process all GRH applications received by mail, fax, and the Commuter Connections Web site. Using the GRH software system, COG registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections Web site, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG staff.

In the event the commuter has not supplied their e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections Web site to re-register.

COG/TPB staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes (Attachment A). These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization,

GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines, and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

During FY 2014, the GRH Baltimore in-depth Applicant Survey will be finalized and results will be shared with the Maryland Transit Authority and the Maryland Department of Transportation as well as the jurisdictions in the Baltimore metropolitan region and St. Mary's County. Additionally, data collection activities will begin for a GRH Baltimore Customer satisfaction survey. The purpose of the survey will be to gauge the level of satisfaction from those who have used the program. A report will be developed and finalized in FY 2015.

Cost Estimate: **\$37,660**

**Direct Costs (Telephone, Copies, etc) as part
Of Estimate:** \$ 5,000

Products: GRH new and re-registration ID cards and registration letters
(COG/TPB staff)

GRH Participation Guidelines (COG/TPB Staff)

Final 2013 GRH Applicant Survey Report. (COG/TPB staff in
conjunction with consultant).

Services: Process application requests from the general public for registration
and re-registration to the program. (COG/TPB Staff)

Notify commuters when registration is about to expire. (COG/TPB
staff)

Monitor and update GRH applicant database. (COG/TPB staff)

Schedule: July 1, 2012 – June 30, 2013

2013 GRH Applicant Final Survey Report: November 2013

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service will be provided by several taxi companies, a rental car company, and a paratransit company, all under contract with COG. Commuters make their GRH trip request through a menu option provided on COG's Commuter Connections 800 telephone number. This menu option transfers calls for GRH trips directly to an operations contractor. This contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation contractor.

The operations contractor contacts, by telephone, GRH registrants without e-mail addresses whose registration is near expiration and re-registers the qualifying commuters. While the system of calling commuters has been successful, many messages left on commuters' voice mail are not returned. In such cases, re-registration is facilitated by COG staff as described in the previous section.

COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility, dispatching rides through the ride service providers, tracking ride requests in the GRH database, processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents.

Cost Estimate: \$112,340

Consultant/ Contractor Costs as Part of Estimate:

(Daily Operations):	\$41,000
(Cab and Car Rental Companies)	\$59,626

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations, and ride service providers. This includes processing invoices for payment for contractors and for the

general public for transit vouchers. *(COG/TPB staff)*

Provide GRH Rides *(Cab and Car rental Companies)*

Schedule: July 1, 2013 – June 30, 2014

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

ITEM 11 - Action

March 20, 2013

Approval of Request for the Metropolitan Washington Council of Governments (COG), as the Administrative Agent for the TPB, to become the Designated Recipient for the New Section 5310 Enhanced Mobility Program under MAP-21 in the Washington Region

Staff

Recommendation: Adopt Resolution R16-2013 to authorize the TPB chairman to submit a formal request to the governors and the mayor that COG, as the administrative agent for the TPB, be designated as the recipient to administer new Section 5310 projects.

Issues: None

Background: FTA interim guidance on MAP-21 requires that MPOs initiate discussions on the designated recipient for the new Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. At the February 20th meeting, the Board was briefed on discussions with the District of Columbia Department of Transportation (DDOT), the Maryland Transit Administration (MTA), and the Virginia Department of Rail and Public Transportation (DRPT) on the designation of a recipient to establish the new program in the Washington Region.

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION TO AUTHORIZE THE TPB CHAIR TO SUBMIT
A FORMAL REQUEST TO THE GOVERNORS AND MAYOR THAT
THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS (COG), AS
THE ADMINISTRATIVE AGENT FOR THE TPB, SERVE AS THE DESIGNATED
RECIPIENT OF THE SECTION 5310 ENHANCED MOBILITY PROGRAM UNDER
THE MOVING AHEAD FOR PROGRESS IN THE 21ST CENTURY ACT**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Moving Ahead for Progress in the 21st Century Act (MAP- 21) and for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the Metropolitan Washington Council of Governments (COG) is the administrative agent for the National Capital Region Transportation Planning Board (TPB); and

WHEREAS, in 2005 the Safe, Accountable, Flexible and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), established the Section 5316 Job Access and Reverse Commute (JARC) program to improve access to jobs for low-income persons and the Section 5317 New Freedom program for transportation improvements for persons with disabilities; and

WHEREAS, SAFETEA-LU also established the Section 5310 Elderly and Individuals with Disabilities program which was administered on a statewide basis by the District of Columbia Department of Transportation (DDOT), the Maryland Transit Administration (MTA) and the Virginia Department of Rail and Public Transportation (DRPT); and

WHEREAS, in August 2006 COG, as the administrative agent for the TPB, was designated by the Mayor of the District of Columbia, the Governor of Maryland, and the Governor of Virginia as the recipient to administer the JARC and New Freedom programs in the Washington DC-VA-MD Urbanized Area; and

WHEREAS, in July 2006 the TPB established the Human Services Transportation Coordination Task Force to oversee the development of the Coordinated Human Services Transportation Plan to identify transportation needs to be addressed by the JARC, New Freedom and Section 5310 programs, and a competitive selection process for identifying projects for JARC and New Freedom funding in the National Capital Region; and

WHEREAS, the Coordinated Plan was developed under the guidance of the task force

which included the active participation of representatives from public, private and non-profit transportation and human services providers, as well as participation by members of the public who provided insight into local transportation needs and strategies for improvement for low-income communities, persons with disabilities and older adults; and

WHEREAS, the Coordinated Plan, the selection criteria and the process for a competitive selection process were adopted by the TPB at its regular meeting on April 18, 2007 (R22-2007); and

WHEREAS, the TPB adopted an Update to the Coordinated Human Service Transportation Plan at its regular meeting on December 16, 2009 (R13-2010); and

WHEREAS, in 2012 MAP-21 established the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program to fund projects to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services; and

WHEREAS, MAP-21 provides a single apportionment for Section 5310 Enhanced Mobility program funds to the Washington DC-MC-MD Urbanized area and requires that in large urbanized areas a Designated Recipient be named before funds are awarded;

WHEREAS, on October 10, 2012, the Federal Transit Administration (FTA) issued guidance asking that MPOs in large urbanized areas initiate the process for designating a new 5310 Designated Recipient;

WHEREAS, beginning in October, the chair of the TPB Human Service Transportation Coordination Task Force and TPB staff have facilitated discussions with staff of the DDOT, MTA, DRPT and the Washington Metropolitan Area Transit Authority (WMATA) on the designation of a recipient to establish the new program in the Washington Region; and

WHEREAS, these discussions have led to the recommendation that COG, as the administrative agent for the TPB, serve as the Designated Recipient for the Section 5310 Enhanced Mobility Program and that the program be implemented in accordance with a competitive project selection process guided by the TPB Human Service Transportation Coordination Task Force and the Coordinated Plan, and approved by the TPB;

NOW, THEREFORE, BE IT RESOLVED THAT the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD authorizes the Chair to submit a formal request in the attached letter to the Mayor of the District of Columbia, the Governor of Maryland, and the Governor of Virginia to designate the Metropolitan Washington Council of Governments, as the administrative agent for the TPB, as the recipient for the Washington DC-MD-VA Urbanized Area Section 5310 Enhanced Mobility Program.



DRAFT LETTER TO MAYOR GRAY, GOVERNOR O’MALLEY, AND GOVERNOR MCDONNELL

District of Columbia

Bowie

College Park

Frederick County

Gaithersburg

Greenbelt

Montgomery County

Prince George’s County

Rockville

Takoma Park

Alexandria

Arlington County

Fairfax

Fairfax County

Falls Church

Loudoun County

Manassas

Manassas Park

Prince William County

March 20, 2013

The Honorable Vincent C. Gray
Mayor, District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue NW, Suite 316
Washington, DC 20004

The Honorable Robert F. McDonnell
Governor, Commonwealth of Virginia
Patrick Henry Building
1111 E. Broad Street, 3rd Floor
Richmond, VA 23219

The Honorable Martin O’Malley
Governor, State of Maryland
State House
100 State Circle
Annapolis, MD 21401-1925

Dear Mayor Gray, Governor McDonnell, and Governor O’Malley:

Pursuant to a resolution adopted by the National Capital Region Transportation Planning Board (TPB) on March 20, 2013, I am formally requesting that you designate the Metropolitan Washington Council of Governments, as the administrative agent for the TPB, the official recipient of the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds for the Washington D.C-VA-MD Urbanized Area.

This request for designation was developed in collaboration with the District Department of Transportation (DDOT), the Maryland Transit Administration (MTA), the Virginia Department of Rail and Public Transportation (DRPT), and the Washington Metropolitan Area Transit Authority (WMATA). The TPB is the metropolitan planning organization (MPO) for the Washington Region and its membership includes representatives of the transportation agencies of the District of Columbia, Maryland, and Virginia, local governments, WMATA, the Council of the District of Columbia, the Maryland and Virginia General Assemblies, and non-voting members from the Metropolitan Washington Airports Authority and federal agencies.

The Moving Ahead for Progress in the 21st Century (MAP- 21) established the Section 5310 Enhanced Mobility Program to serve the special needs of transit-dependent populations beyond traditional public transportation services through grants to non-profit and local government agencies. The program provides a single apportionment to the Washington DC-MC-MD Urbanized area. Furthermore, MAP-21 requires that in large urbanized areas, a Section 5310 Enhanced Mobility Designated Recipient be named before funds are awarded.

Since 2006, COG, as the administrative agent for the TPB, has been serving as the designated recipient of the Section 5316 Job Access and Reverse Commute (JARC) program and the Section 5317 New Freedom program under the Safe, Accountable, Flexible and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU). COG and TPB will build upon the successful implementation of the JARC and New Freedom programs to implement the new Section 5310 Enhanced Mobility. This effort will be conducted in accordance with a competitive selection process guided by stakeholder involvement from the TPB Human Service Transportation Coordination Task Force and its Coordinated Human Services Transportation Plan, and approved by the TPB.

The timeliness of this designation is important because Enhanced Mobility funds cannot be utilized until the designation is on file with the Federal Transit Administration (FTA). I am asking that a letter designating COG the recipient of Section 5310 Enhanced Mobility funds for the Washington D.C.-VA-MD Urbanized Area be sent to the FTA Region III Administrator, Brigid Hynes-Cherin, by April 30, 2013.

If you need more information, please contact Ronald Kirby at (202)-962-3310 or rkirby@mwkog.org, or Wendy Klancher at (202)-962-3321 or wklancher@mwkog.org of the TPB staff, who will be pleased to answer any questions you or your staff may have regarding this request.

Sincerely,

Scott York
Chairman
National Capital Region Transportation Planning Board

cc: Terry Bellamy, Director, District Department of Transportation
Sean Connaughton, Secretary of Transportation, Commonwealth of Virginia
Darrell Mobley, Acting Secretary of Transportation, State of Maryland

ITEM 12- Information

March 20, 2013

Update on the Metropolitan Area Transportation Operations Coordination (MATOC) Program

Staff

Recommendation: Receive briefing on selected slides (22-30) from the attached PowerPoint presentation on the key role MATOC has in the region's transportation operations, including actions taken during the Presidential Inauguration and Super Storm Sandy, and its associated "data fusion engine", the Regional Integrated Transportation Information System (RITIS).

Issues: None

Background: MATOC is a joint program of the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation and State Highway Administration (MDOT/SHA), the Virginia Department of Transportation (VDOT), and the Washington Metropolitan Area Transit Authority (WMATA) to promote real-time interagency information sharing and coordination.

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Update on the Metropolitan Area Transportation Operations Coordination (MATOC) Program

Tom Jacobs
Director

Center for Advanced Transportation Technology
University of Maryland

Item #12
Transportation Planning Board

March 20, 2013

Background Slides

- **Background Slides**

- Origins and history of MATOC, leading up to its current mission, structure, budget, and operations activities as specific in its annual work plan (Slides 4 – 6)
- Details on MATOC’s regular and special operations, focusing on MATOC’s regional situational awareness mission and notifications (Slides 7 – 12)
- Transit and other participating agencies (Slides 13 – 14)
- RITIS – the Regional Integrated Transportation Information System – MATOC’s data engine (Slides 15 – 16)
- MATOC and the public (Slides 17 – 20)
- The benefits of MATOC (Slide 21)

- **Meeting Presentation Slides**

- MATOC status report/highlights (Slides 22 – 24)
- MATOC operations during events (Slides 25 – 27)
- Outlook (Slides 28 – 30)

Origins of MATOC

- Stakeholders reacted to the Washington area's challenges of transportation coordination in the aftermath of the 9/11 attacks, as well as other noted events
 - Woodrow Wilson Bridge Jumper (November 5, 1998)
 - “Tractor Man” (March 17-19, 2003)
 - Metro Bomb Threat near Stadium-Armory (December 12, 2003)
- Ad hoc committees studied the issue; tabletop exercises were conducted to probe potential solutions (2001-2005)
 - It was observed that if there were a dedicated staff to handle external ripple effects, it would relieve this burden from those responding to the primary incident
- Federal SAFETEA-LU earmark for MATOC start-up (approx. \$1.7M including match) obtained for the region through efforts of Congressman Moran (2005)
- DDOT funded a study by the USDOT Volpe Center that documented needs, drafted an organizational structure, and developed a concept of operations (2005-2006)
- TPB followed up with facilitating the set up of institutional arrangements (2006-2009)

MATOC Mission and Operations

- A joint program between DDOT, MDOT/SHA, VDOT, & WMATA to promote inter-agency information sharing and coordination
 - Modeled after New York’s TRANSCOM (www.xcm.org)
 - Sustained operations began in 2009
- MATOC’s mission is to provide **situational awareness** of transportation operations in the National Capital Region (NCR)
- This is achieved through the **development and communication of timely and reliable information** that enables operating agencies and the traveling public to make appropriate decisions
- MATOC develops and implements the **tools and processes** needed to facilitate coordinated operating agency responses during incidents
- MATOC is not set up to be command and control, it is **advisory in nature** and serves as a decision support function

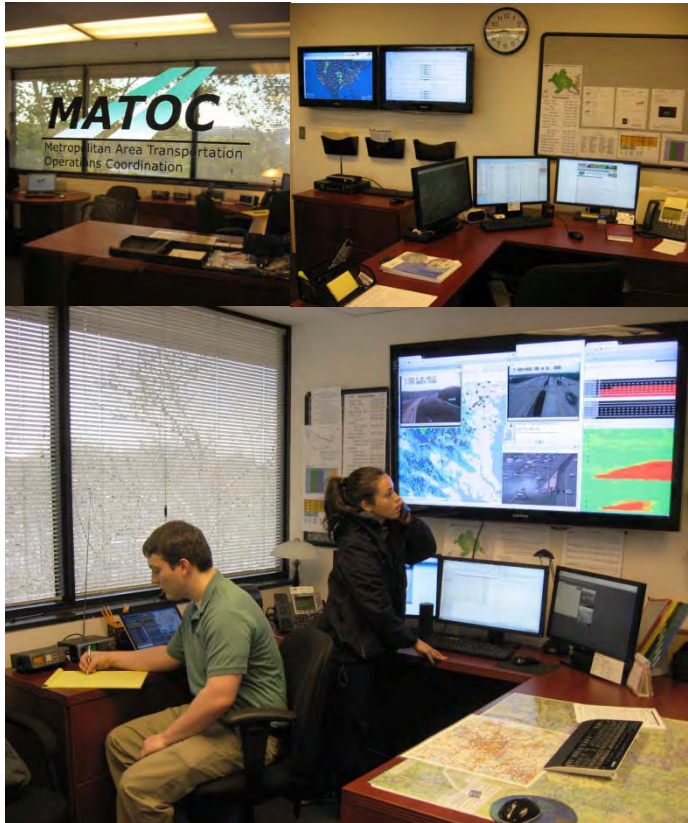
Budget and Activities

- **Annual Budget** of \$1.2M now funded by DDOT, MDOT/SHA, and VDOT
 - Full funding received for FY12 & FY13
 - Supports 4 Core Program Elements – 1) Operations, 2) RITIS O&M, 3) RITIS Enhancements, 4) Special Studies
- **MATOC Steering Committee**
 - The governing body of MATOC comprising senior transportation operations officials from DDOT, MDOT/SHA, VDOT, and WMATA, with MWCOCG TPB transportation director as an ex-officio member
- **Advisory Subcommittees**
 - Roadway Operations Subcommittee plus Transit Task Force
 - Information Systems Subcommittee
 - Severe Weather Working Group
- **MATOC Operations Center and Personnel**



Metropolitan Area Transportation
Operations Coordination

MATOC Operations Greenbelt, MD



Hours of Operation

- Monday-Friday
 - 4:30am-8:00pm
- 24/7 Operations on an on-call basis
- RIC Program Coordination
 - Remote Reporting from DC HSEMA (weekly)

Staff

- 2 Operators, 1 Analyst, 1 Facilitator

Monitor

- RITIS, CapWIN, WebEOC, VJIC, Public Safety & Media Scanners, Regional/Statewide Alerts, Commuter Bus & Rail Operations, Weather, Social Media

Incident Criteria for MATOC Involvement

- Interstates and major arterials within the NCR
- 50% closure, >30 minutes, >4 mile queue



“Working together to reduce incident-related travel delays through improved coordination, cooperation, and information-sharing.”

The Situational Awareness Mission of MATOC (1 of 4)

Input



Traffic Cameras



Media Broadcasts



Scanners
(Public Safety / Media /
Agency/Traffic Spotters)



Incoming Messaging
Feeds
(Agency / Media /
Social Media)



The Situational Awareness Mission of MATOC (2 of 4)

Input



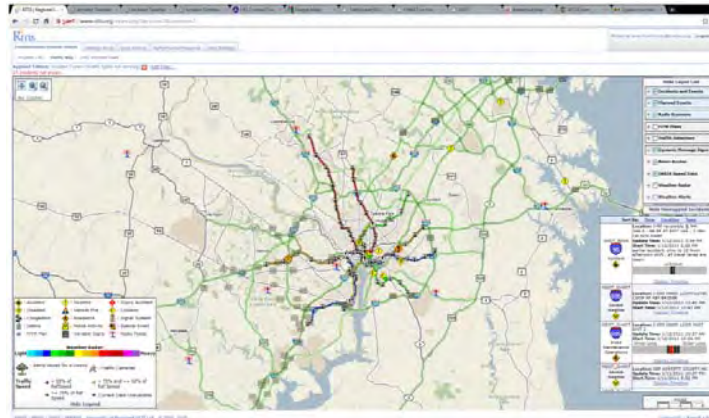
Fusion



Traffic Cameras



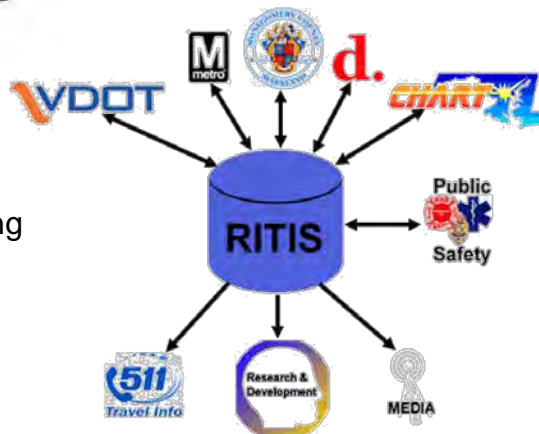
Media Broadcasts



RITIS - Regional Integrated Transportation Information System



Scanners
(Public Safety / Media / Agency/Traffic Spotters)



Incoming Messaging Feeds
(Agency / Media / Social Media)



The Situational Awareness Mission of MATOC (3 of 4)

Input



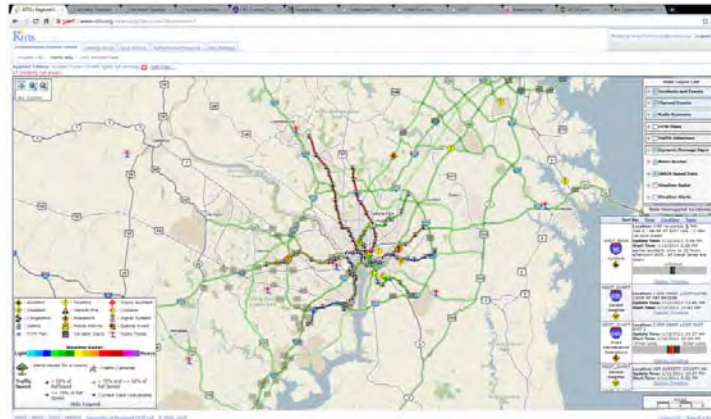
Fusion



Traffic Cameras



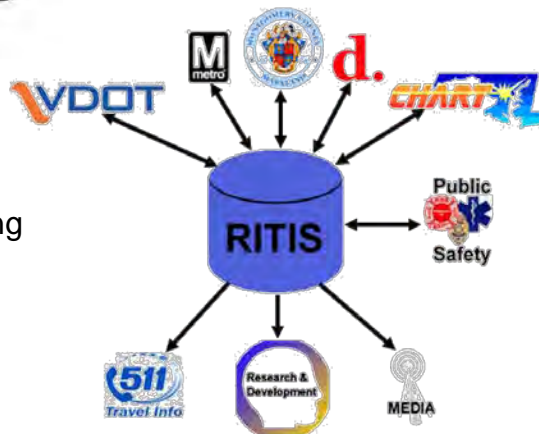
Media Broadcasts



RITIS - Regional Integrated Transportation Information System



Scanners
(Public Safety / Media / Agency/Traffic Spotters)



MATOC Staff Monitoring



Incoming Messaging Feeds
(Agency / Media / Social Media)



The Situational Awareness Mission of MATOC (4 of 4)

Input



Fusion



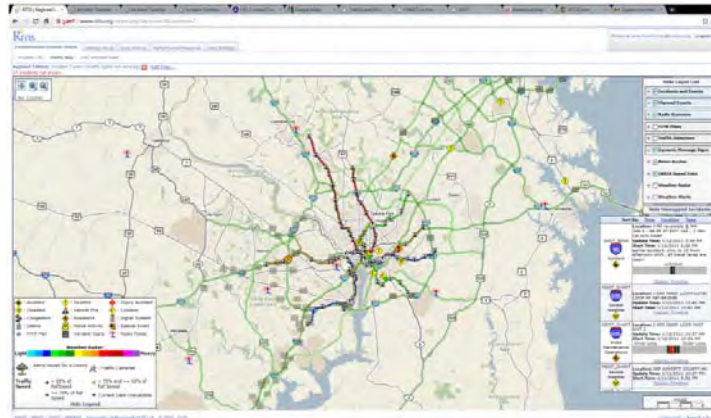
Notifications



Traffic Cameras



Media Broadcasts



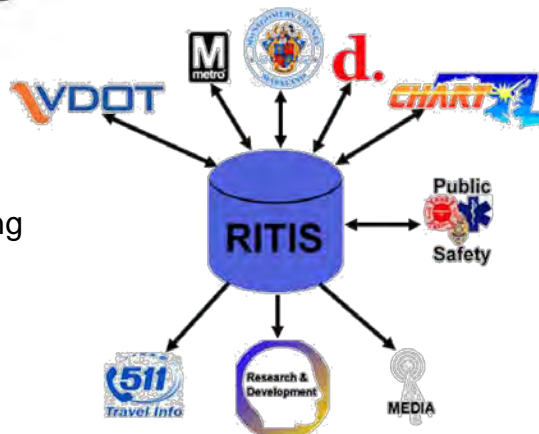
RITIS - Regional Integrated Transportation Information System



MATOC SITUATIONAL AWARENESS ALERT:
I-95 Northbound, North of Exit 158, Prince William County, VA Multi-Vehicle Accident blocks all travel lanes, traffic is getting by on the left shoulder. Emergency crews are on scene. Delays are approximately 1 mile and growing.



Scanners
(Public Safety / Media / Agency/Traffic Spotters)



MATOC Staff Monitoring



Incoming Messaging Feeds
(Agency / Media / Social Media)



Traffic View

twitter

National Capital Region
News and Information

facebook

MATOC Interagency Notifications



[MATOC Alert](#)



[MATOC Travel Advisory](#)



[MATOC Situation Report](#)



[MATOC Severe Weather Notice](#)



MATOC Alerts: Day-to-day incidents, “pay attention”, includes RITIS incident timeline when available. [@MATOC](#)

MATOC Travel Advisory: Upcoming special events, scheduled roadwork, press releases, etc.

MATOC Situation Report: Multiple incidents, region wide weather events, special/planned/unplanned events, etc.

MATOC Severe Weather Notice: Coordination of mobilization plans, convene MATOC Weather Call

Many Participating Agencies



Spotlight: MATOC and Transit

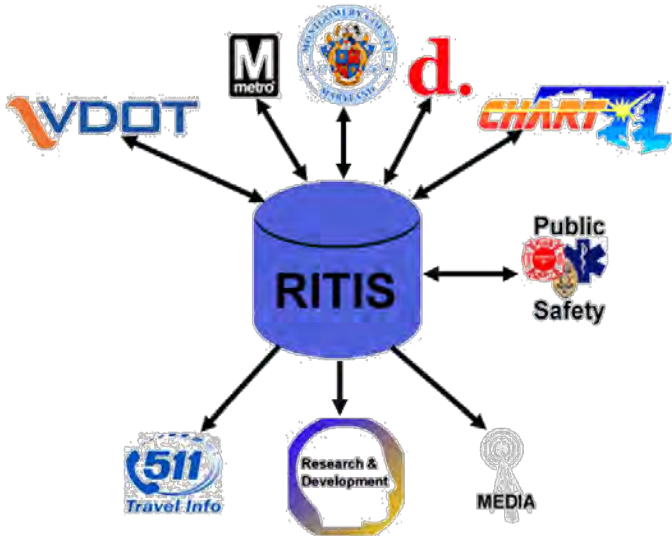
- MATOC has enhanced its interactions with transit agencies
 - Now advised by the MATOC Operations Subcommittee Transit Task Force
 - Serves as a forum for discussing service coordination issues and improving communication – both real-time and in advance of known specific events and advises the MATOC Steering Committee on transit operations topic areas and needed/desired improvements
 - MATOC staff are proactive on notifying transit agencies about traffic incidents that may affect their bus operations
 - Extensive outreach and RITIS training
- Currently incorporating available feeds of transit disruption information/emergency alerts into RITIS
 - Dependent upon this information being available from the source transit agencies
- Actively working to incorporate other transit information/ feeds (still in prototype stage)

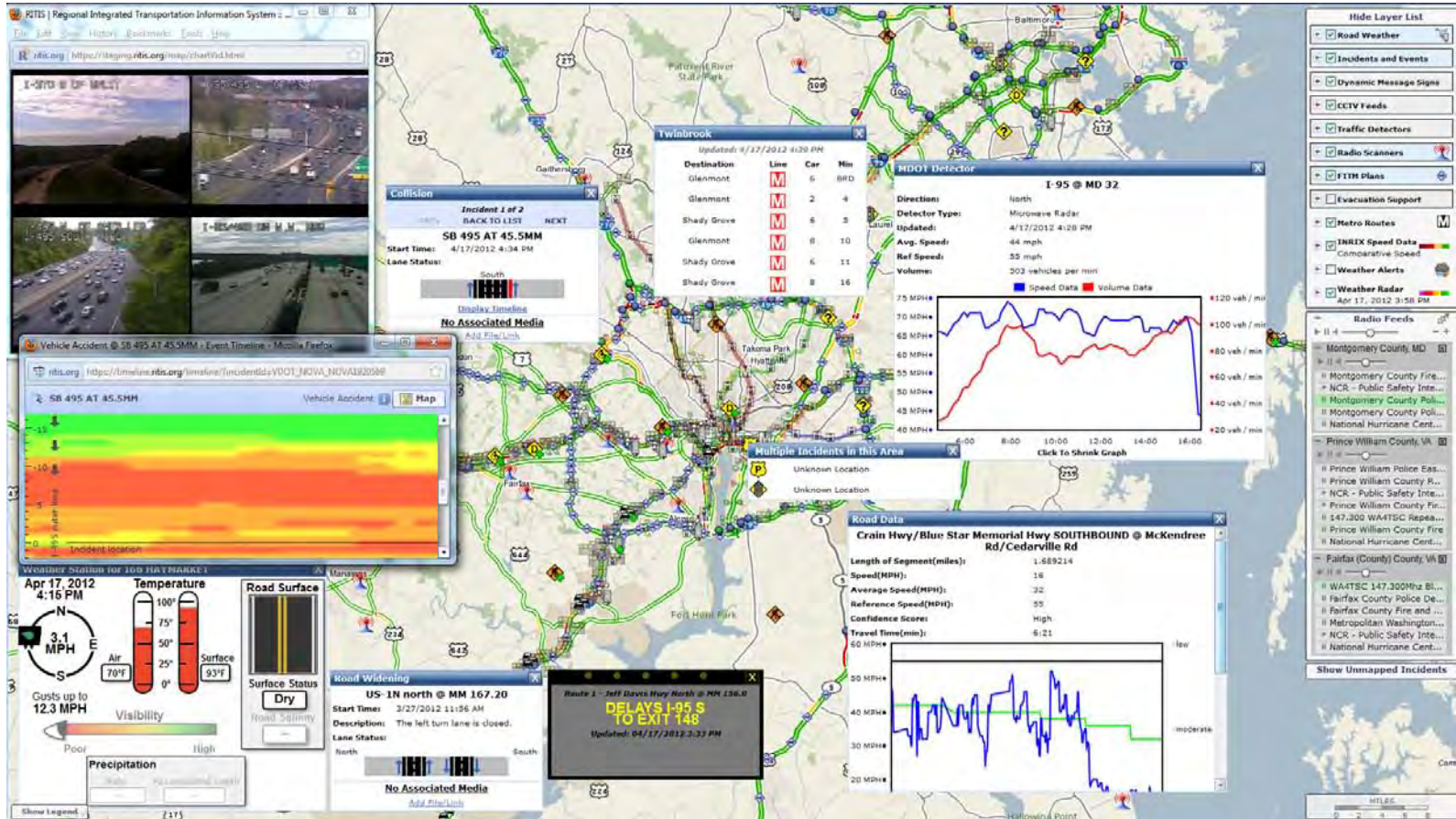
RITIS = Regional Integrated Transportation Information System

- Amalgamated automated data from many sources
- Fuse together into share-able formats
- Share with agencies, media, and the public

Major Uses of RITIS

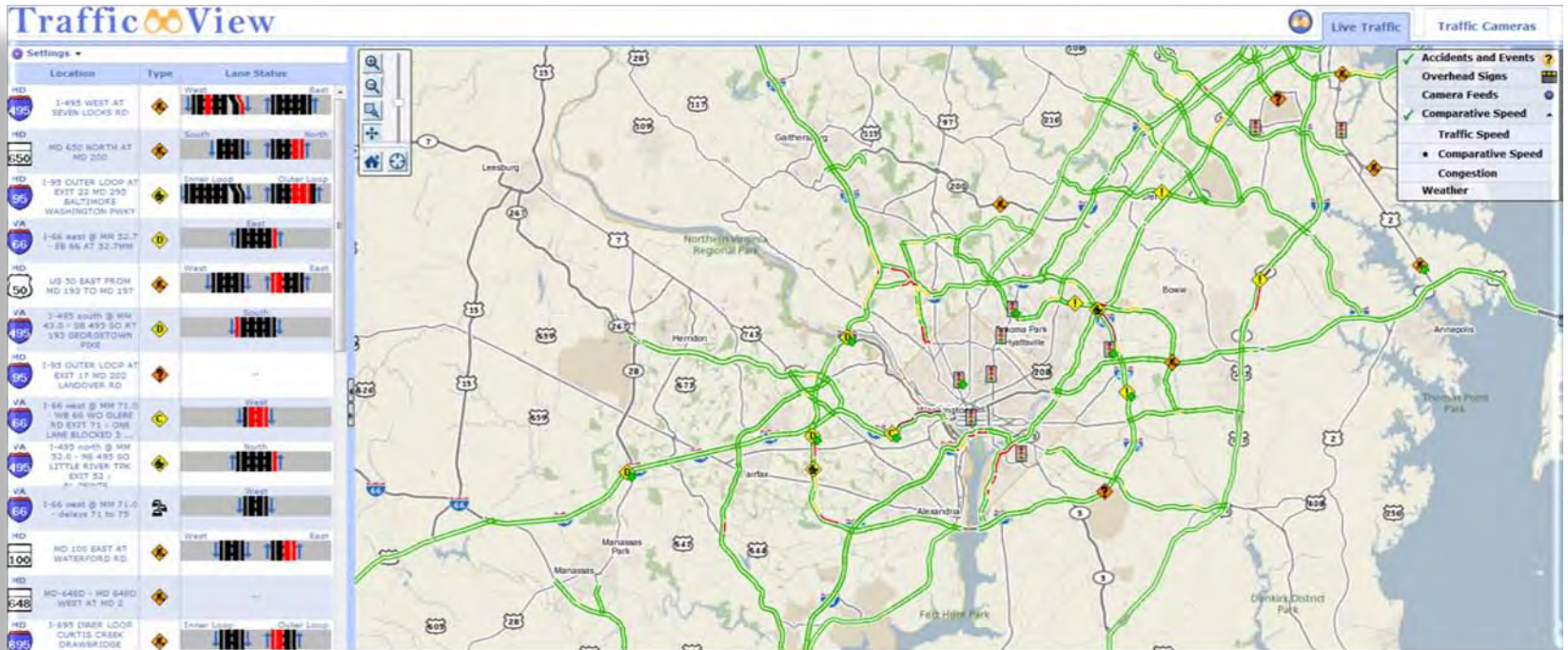
- The major information source for MATOC staff as they undertake their regional coordination role
- Data shared back and integrated into agency systems
- Used by non-transportation partners in public safety, emergency management, military
- Data archives for analysis
- Publicly available information provided on www.MATOC.org





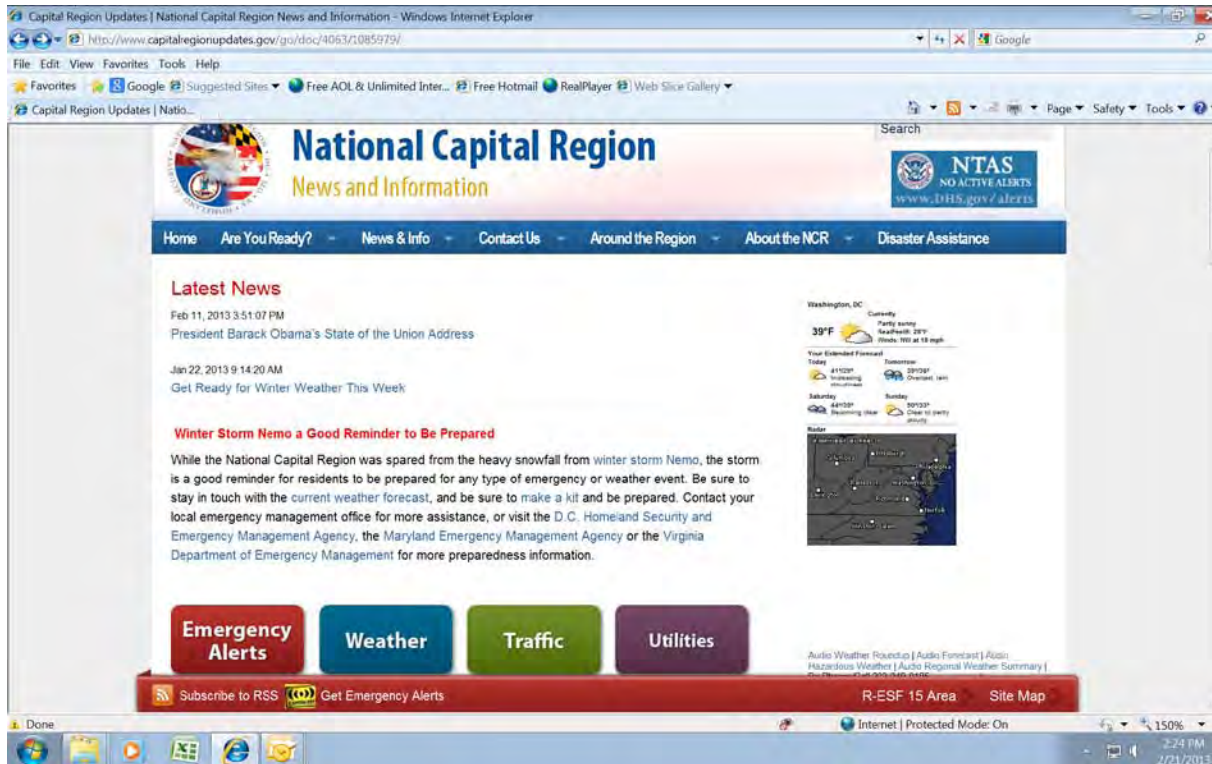
MATOC and the Public

- Post-9/11 question: how to inform the public ahead of time about major situations that will affect their travel (e.g., avoid traffic jams around a public safety incident)
- Today: MATOC pursues a “wholesaler” role for information sharing:
 - Developing and sharing correct, timely information among agencies, utilizing traffic information from private companies (e.g. INRIX) and other public and private sources
- Earlier envisioned “retail” role has evolved over the years in light of the many ways the public now gets information:
 - Rise of private sector systems: in-vehicle navigation devices (nationwide systems)
 - Rise of social media: Twitter (@MATOC); Waze (private sector crowdsourcing traffic app)
 - MATOC, agency/jurisdictional, and other public agency systems:
 - MD 511 – www.md511.org – VA 511 – www.511virginia.org
 - WMATA (includes regional transit trip planner) – www.wmata.com
 - MATOC – www.matoc.org (Traveler Info Tab)
 - Transportation included in regional security website www.capitalregionupdates.gov
- **Goal: One Message, Many Voices**



Go to www.matoc.org and click on the “Traveler Info” tab

MATOC and RITIS Supply Information to www.CapitalRegionUpdates.gov



- Emergency information website established under regional Homeland Security programs
- Envisioned as a one-stop source for multi-agency emergency information
- Automated data feeds taken both from transportation agency websites and from RITIS



- Twitter is a social media service that enables its users to send and read text-based messages of up to 140 characters, known as "tweets".
- Many public agencies, including public safety and transportation agencies, now use Twitter to issue short but immediate messages, often public notifications about an incident or service disruption
- MATOC benefits greatly from receiving information via Twitter from a number of agencies, e.g., finding out that a fire department has closed a street for a building fire
- MATOC also issues information via Twitter to subscribers (@MATOC); many of these tweets end up being re-tweeted by other agencies or media outlets
- A great benefit is that so many members of the public are already on Twitter for other reasons – no need to get them to tune in to another site or device

The Benefits of MATOC

- MATOC **monitors** vehicle crashes, major construction activities on major highways or arterials, major disruptions to transit service, severe weather events, and major planned special events
- The estimated annual benefits of direct MATOC action are **\$12.9 million in travel time savings**, not including the savings from secondary incident reduction
- With an annual operating cost of \$1.2 million, including support for RITIS operations and enhancements, **MATOC has a benefit-to-cost ratio of 10:1**
 - Results of a benefit-cost study commissioned by the MATOC Steering Committee

Meeting Presentation Slides

MATOC Program Status Report Highlights

- Annual Budget of \$1.2M now funded by DDOT, MDOT/SHA, and VDOT
 - Full funding received for FY12 & FY13; preliminary indications same for FY14
 - Supports 4 Core Program Elements – 1) Operations, 2) RITIS O&M, 3) RITIS Enhancements, 4) Special Studies
- MATOC staff successfully coordinating transportation operations with a wide variety of agencies and staffs around the region
 - The RITIS data engine of MATOC is the region’s main automated transportation information exchange – over 2,000 registered official users
- MATOC has seamlessly transitioned to 24/7 operations during events (e.g. Super Storm Sandy, Presidential Inauguration) on a number of occasions when this has become necessary
 - MATOC’s snow/severe weather operating procedures and conference calls have been particularly successful

MATOC & RITIS Accomplishment Highlights Since Jan. 26, 2011 Snow Event

- MATOC
 - MATOC Alerts Twitter Feed
 - Roam Secure Network (RSAN)
 - RICCS Paging Capability
 - Strengthened Relationships
 - E.g., EM, NPS, USPP, Transit, RICP
 - Severe Weather Coord. Group
 - MATOC Website with Traveler Information
 - Expanded RITIS Training
- RITIS (described on Slide 15)
 - Significant Increase in Usage
 - 2,000+ Users
 - Addition of CCTV Capabilities
 - Expansion of Probe Data Coverage
 - Addition of Evacuation Layers
 - Addition of Transit System Data
 - Expanded Weather Data
 - Personalized Alerts
 - Points of Interest Function

Special MATOC Operations During Severe Weather Events

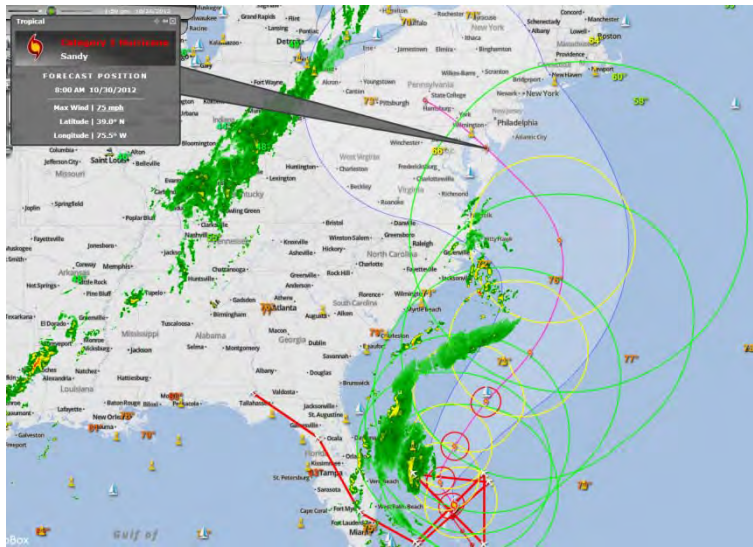
Pre-event

- Monitor weather forecasts and DOT mobilization plans
- Consult with MATOC Severe Weather Coordination Work Group
- Participate in and monitor regional conference calls (MWCOG, DOTs, Transit, etc.)
- Ramp up to 24/7 Operations 3-4 hours prior to the event entering NCR. Two 2-person teams filling Operations & Support roles.

During Event

- Monitor core systems as well as other storm related resources; VDOT Snow Map, Fairfax County Road Closure Map, Montgomery County Storm Map, etc.
- Hourly reporting of major transportation incidents, road closures, and changes in transit (bus & rail) service levels
- Consult with RITIS Support team as needed
- Return to Normal Operations & Reporting as recovery operations begin to wind down

Hurricane Sandy October 29-31, 2012



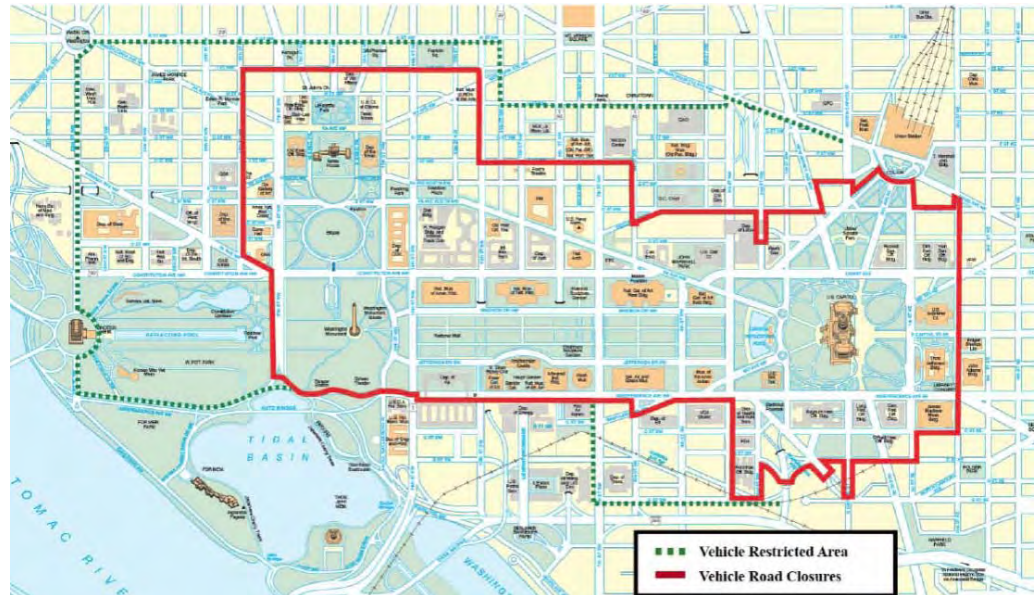
MATOC Operations

- Began monitoring & tracking October 22
- Tested draft Severe Weather Coordination SOP
- Participated in and monitored regional conference calls
- Ramped up to 24/7 Operations on October 29
 - Two 2-person teams (Operations & Support)
 - Elevated reporting of major incidents, road closures, and transit service levels
- Enhanced Coverage: Mon(12am) to Wed(12am)





- Began pre-event planning last summer
- Participated in and monitored pre-event meetings & exercises throughout event planning period
- Assembled a web page for transportation partners with Inaug. info/plans from agencies
- Ramped up to 24/7 Operations on Jan. 20 & 21
 - Two 2-person teams (Operations & Support)
 - Coverage at both MATOC offices and DC Homeland Security/Emergency Mgt. Agency
- Similar MATOC involvement in preparation and activities for Fourth of July events annually



Current and Upcoming MATOC Activities and Initiatives

- Continued outreach/site visits to agencies by MATOC staff to meet with transportation and public safety agency operations personnel
 - Networking with stakeholders bolsters regional information sharing
 - Focus both on MATOC staff interactions and RITIS use
- New monthly web-based training seminars on use of RITIS
 - Sessions vary between introduction sessions for new users, and update sessions on new RITIS features for established users
- Regional construction coordination/scheduling study now beginning
 - Will study how the region's transportation agencies, in conjunction with MATOC, can better coordinate, schedule, and communicate lanes closures and service disruptions associated with planned construction activities and special events
- Continuous improvements/enhancements to MATOC operating procedures and to RITIS features

- MATOC operations staff benefits from observing the entire regional situational awareness picture, and “connecting the dots”
- Puts MATOC in a position of identifying actions/responses that would be helpful when incidents occur
- MATOC staff contacts and recommends actions to DOTs, transit agencies
 - Regarding ripple effects
 - Not involved in on-scene issues
- MATOC committees continue to be a successful forum for information exchange among the region’s operations personnel, including on roadway operations, transit, snow/severe weather, and special events
- MATOC staff has successfully used the power of information to enhance regional transportation coordination and decision making



Metropolitan Area Transportation
Operations Coordination

Questions and Discussion



"Working together to reduce incident-related travel delays through improved coordination, cooperation, and information-sharing."

ITEM 13- Information

March 20, 2013

Briefing on the COG Cooperative Forecasting Process

Staff

Recommendation: Receive briefing on selected slides (2, 5, 11, 12, 20, and 21) from the attached Power Point presentation describing how the COG Cooperative Forecasting Process develops population, household and employment forecasts for use in the regional transportation planning process, including key features of the recently-developed Round 8.2 forecasts.

Issues: None

Background: The COG Cooperative Forecasting Process, which was established in 1975, provides consistent local and regional population, household and employment projections based on common assumptions about future growth. The forecasts are prepared under the direction of the COG Planning Directors Technical Advisory Committee (PDTAC) and reviewed and approved by the COG Board. A major series or “Round” is developed approximately every 4 years, and updates are typically conducted annually.

COOPERATIVE FORECASTING

National Capital Region Transportation Planning Board
Meeting March 20, 2013

Cooperative Forecasting Program

2

- Provides consistent local and regional household, population and employment projections based on common assumptions about future growth
 - ▣ Established by COG in 1975
 - ▣ Prepared under the direction of the Planning Directors Technical Advisory Committee (PDTAC)
 - ▣ Reviewed and approved by the COG Board
 - ▣ Official local government projections
- Inputs for transportation, water and air quality modeling by COG and TPB, local government planning, and private sector market analysis
- Major series or “Round” approximately every 4 years, updates typically conducted annually

Annual Updates

3

- **COG Board policy** (*since 1992, ISTEA and CAA*) **which permits – but DOES NOT REQUIRE – annual updates (8.1, 8.2, etc.)**
 - ▣ Local governments review and explicitly consider major new transportation facilities to document their likely land use impacts
 - ▣ Annual process also captures local land use and comprehensive plan changes

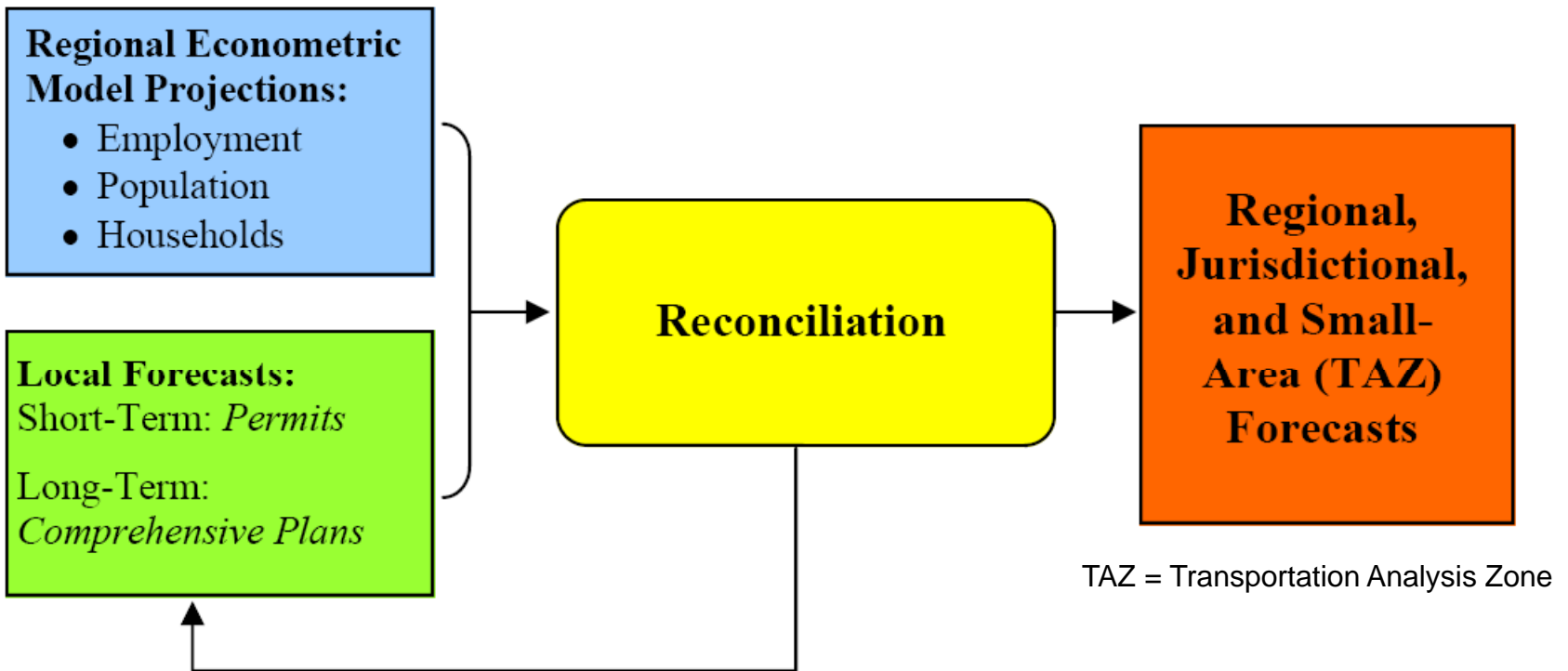
Cooperative Forecasting History

4

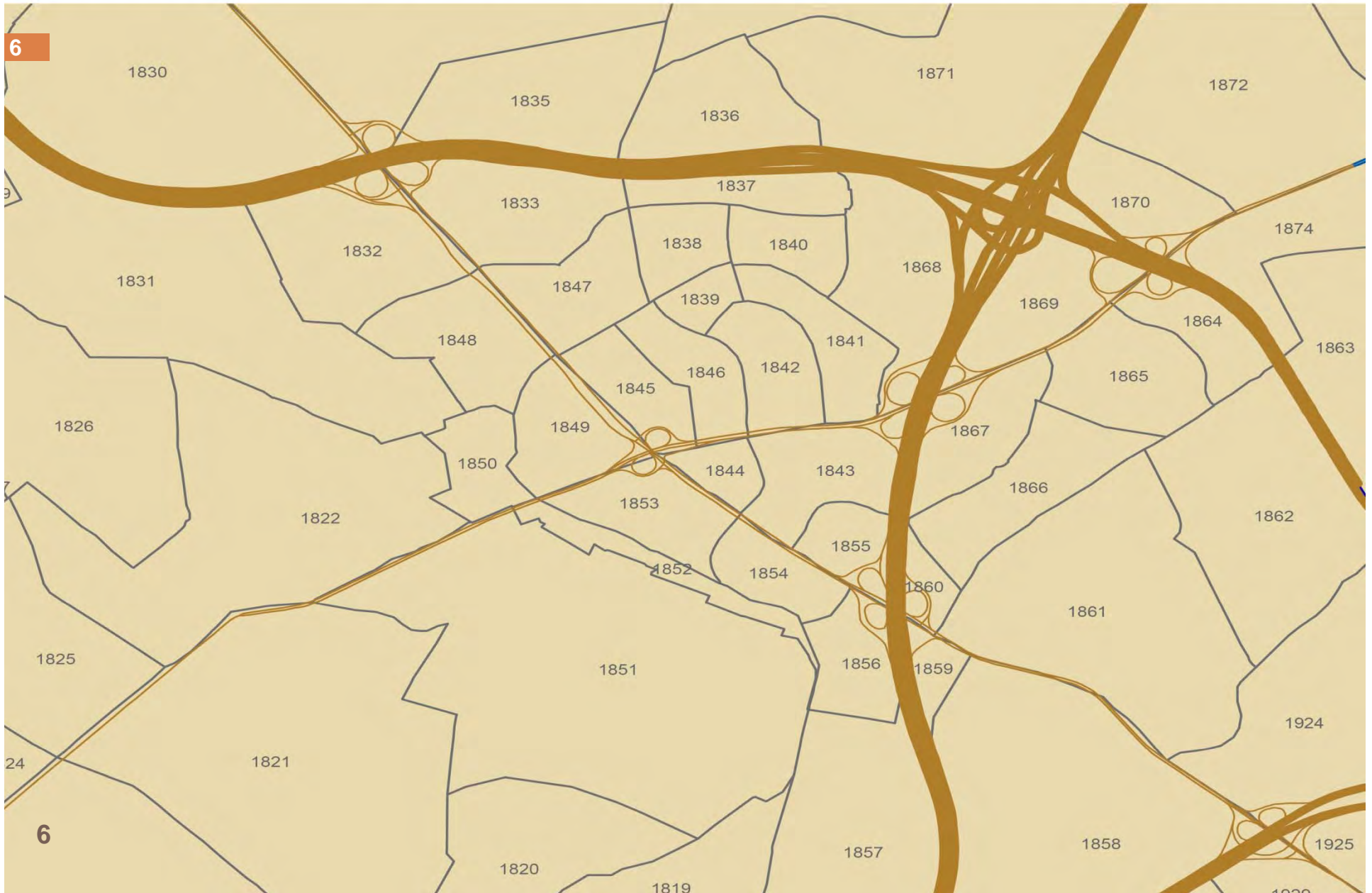
- **ROUND 1 - 1976**
- **ROUND 2 - 1979**
- **ROUND 3 - 1983**
- Round 3.5 - 1985 Update
- **ROUND 4 - 1987**
- Round 4-1 - 1991
- **ROUND 5 - January 1994**
- Round 5.1 - May 1994
- Round 5.2 - 1995
- Round 5.3 - 1996
- Round 5.4 - 1997
- **ROUND 6a - 1998**
- Round 6.1 - 1999
- Round 6.2 - 2000
- Round 6.3 - 2003
- Round 6.4 - *Never Adopted*
- Round 6.4A - 2004
- **ROUND 7.0 - 2005**
- Round 7.0a - 2006
- Round 7.1 - 2008
- Round 7.2 - 2009
- Round 7.2A - 2009
- **ROUND 8.0 - 2010**
- Round 8.0a - 2011
- Round 8.1 - 2012
- Round 8.2 - 2013

Cooperative Forecasting Process

5



Example of TAZs in Tysons Virginia



Regional Econometric Model Projections

7

- **Top Down:** Benchmark projections of future growth are generated from an econometric model that predicts the total amount of growth that the region as a whole can expect over a 30-year forecasting period.
 - For Round 8, regional benchmark projections were generated from a comprehensive econometric model developed by IHS Global Insight, a private sector firm that provides economic forecasting and analysis services to more than 3,800 clients in industry, finance and government.
 - The IHS Global Insight econometric model incorporates nearly 2,000 economic, financial, and demographic factors in generating its projections. Each region of the US is modeled individually and then linked into a national system.
 - The IHS Global Insight model provides 5-to-30 year regional projections for:
 - Employment by industry sector (NAICS)
 - Population by age group
 - Households by household head age group
 - Projections of total regional employment are generated by multiplying IHS Global Insight wage and salary employment projections by a factor developed from US Census data to account for self-employed workers who are not included in the econometric model projections

Econometric Model

2005 to 2040 Job Growth Projections by Industry Sector

Metropolitan Washington (Thousands of Jobs)

8

INDUSTRY SECTOR	2005	2040	2005 to 2040 Growth		Share
TOTAL	2,808.4	4,473.8	1,665.4	59%	100%
CONSTRUCTION	174.1	294.8	120.7	69%	7%
MANUFACTURING	59.4	46.4	(13.0)	-22%	----
SERVICE PROVIDING	1,960.8	3,414.8	1,454.0	74%	87%
Transp., Trade, & Utilities	382.4	461.1	78.7	21%	5%
Information	98.3	178.2	79.9	81%	5%
Financial Activities	155.9	189.6	33.7	22%	2%
Professional & Business Svcs	636.9	1,566.9	930.0	146%	56%
Educational & Health Svcs	294.7	510.4	215.7	73%	13%
Leisure & Hospitality	231.2	300.5	69.2	30%	4%
Other Services	161.4	209.7	48.3	30%	3%
GOVERNMENT	614.1	718.3	104.2	17%	6%
Federal Government	339.1	332.8	(6.3)	-2%	0%
State & Local Government	274.9	385.5	110.6	40%	7%
Military	75.9	77.5	1.6	2%	0%

Local Forecasts

- **Bottom Up:** Jurisdictional and small-area TAZ-level employment, household, and population forecasts are prepared independently by local planning staff in each COG member jurisdiction for the 30-year forecasting period.
 - Short-term local forecast are based on:
 - Current construction, building permits, approved development plans, rezoning applications
 - Longer-term local forecasts are based on:
 - Adopted and approved area master plans, jurisdictional comprehensive or general plans, current zoning capacity and past and current trends in market absorption rates.
 - COG staff also provide local planning staff with current small area employment data files and Census data at the Transportation Analysis (TAZ) level to assist in the development of local jurisdiction base year estimates.
 - Local jurisdictions describe their methodology and the assumptions made in preparing their local forecasts as part of the Cooperative Forecasting process

Reconciliation

- **Reconciliation:** Local planners working through COG's Cooperative Forecasting Subcommittee reconcile the regional sum of the independently prepared local forecasts with the regional projections from econometric model.
 - ▣ Subcommittee members carefully review the forecasts of each jurisdiction and have the opportunity to question the reasonableness of methodology and assumptions used to prepare these forecasts.
 - ▣ Assumptions regarding the regional balance of households, workers, jobs and in-commuting from outside the region are reviewed for reasonableness.
 - *In Round 7, an additional 130,000 households were added to the local forecasts*
 - ▣ Reconciliation and modification of the local forecasts continue until the sum of local government forecasts are within about 3 percent of the econometric model projections

Reconciliation of Draft Round 8.2 Forecasts

ROUND 8.0 ECONOMETRIC MODEL RESULTS (1983 MSA)

	<u>2005</u>	<u>2010</u>	<u>2020</u>	<u>2030</u>	<u>2040</u>
TOTAL JOBS	3,145.4	3,231.7	3,656.1	4,045.3	4,428.3
TOTAL POPULATION	4,927.2	5,141.1	5,691.3	6,280.2	6,849.5
TOTAL HOUSEHOLDS	1,845.9	1,917.8	2,150.6	2,379.6	2,604.9

DRAFT ROUND 8.2 - Sum of Local Jurisdiction Forecasts

	<u>2010</u>	<u>2020</u>	<u>2030</u>	<u>2040</u>
TOTAL JOBS	3,152.2	3,643.6	4,093.5	4,500.9
TOTAL POPULATION	5,271.2	5,881.7	6,466.9	6,934.0
TOTAL HOUSEHOLDS	1,955.9	2,217.1	2,460.0	2,650.5

Absolute and Percentage Difference: Draft Round 8.2 and the Round 8.0 Econometric Model (Round 8.2 minus Model Results)

	<u>2010</u>	<u>2020</u>	<u>2030</u>	<u>2040</u>
TOTAL JOBS	-79.5 -2.5%	-12.5 -0.3%	48.2 1.2%	72.6 1.6%
TOTAL POPULATION	130.1 2.5%	190.4 3.3%	186.7 3.0%	84.5 1.2%
TOTAL HOUSEHOLDS	38.1 2.0%	66.5 3.1%	80.4 3.4%	45.6 1.8%

For Reconciliation Purposes:

The sum of the local government employment, population, and household forecasts for each forecast year should be within about three percent of the regional econometric model projections

Consistency with Transportation Plans

12

- **Consistency with Transportation Plans:** Federal Air Quality Conformity Regulations require use of the latest planning assumptions derived from the estimates of current and future population and employment. The assumptions for land development and use must also be consistent with the future transportation system alternatives being analyzed.
- TPB staff annually brief the members of the Cooperative Forecasting Subcommittee on major transportation projects anticipated for inclusion in the CLRP and work with local planning staff to see that these major transportation improvements are taken into consideration in the preparation of local forecasts.

Consistency with the TPB Constrained Long Range Plan (CLRP)

13

- ▣ In many Rounds the Cooperative Forecasts have been updated and modified to take into account for major transportation projects:
 - In Round 6.2, the local forecasts for the NoMa area in the District were increased in conjunction with the addition of the New York Ave Metrorail Station to the CLRP
 - In Round 6.4A, the local forecasts of Montgomery and Prince George's County were increased and the District of Columbia's local forecasts were decreased in conjunction with the addition of the Inter-County Connector (ICC) to the CLRP
 - In Round 7.2A, the local forecasts for Light Rail Purple Line corridor connecting Silver Spring and New Carrollton were increased
 - In Rounds 7 and 8, the local forecasts of Fairfax County and Loudoun County began to include increased development around planned Metrorail Silver Line stations in Fairfax and Loudoun County as the Silver Line proceeded through various stages of approval
 - In Round 8.2, significant increases in households and population were added to Fairfax County forecasts to reflect the recently adopted Plan for Tysons

How Accurate Have the Household and Population Forecasts Been?

14

Households					
Jurisdiction:	Round 4.1 1990 Base Year	Round 4.1 2010 Forecast Year	Forecast % Growth	Actual % Growth	Actual Growth 1990 - 2010
District of Columbia	259,300	264,800	2%	3%	7,400
Arlington Co., VA	81,400	96,000	15%	17%	16,700
City of Alexandria, VA	56,400	72,100	22%	17%	11,700
Montgomery Co., MD	280,000	371,000	25%	22%	81,000
Prince George's Co., MD	262,900	337,000	22%	14%	41,100
Fairfax Co., VA	259,600	448,200	42%	35%	139,900
Loudoun Co., VA	31,000	77,400	60%	70%	73,600
Prince William Co., VA	64,500	142,700	55%	56%	83,300
Frederick Co., MD	53,100	92,500	43%	37%	31,700
Charles Co., MD	33,600	58,500	43%	34%	17,400
Total	1,381,800	1,960,000	30%	27%	503,800
Population					
Jurisdiction:	Round 4.1 1990 Base Year	Round 4.1 2010 Forecast Year	Forecast % Growth	Actual % Growth	Actual Growth 1990 - 2010
District of Columbia	628,300	627,700	0%	-4%	-26,600
Arlington Co., VA	167,000	178,800	7%	20%	40,600
City of Alexandria, VA	111,100	135,000	18%	21%	28,900
Montgomery Co., MD	710,000	820,000	13%	27%	261,600
Prince George's Co., MD	718,400	840,900	15%	17%	145,000
Fairfax Co., VA	825,800	1,028,400	20%	24%	265,700
Loudoun Co., VA	89,800	210,900	57%	71%	222,500
Prince William Co., VA	277,000	390,200	29%	39%	177,100
Frederick Co., MD	149,100	243,600	39%	36%	84,300
Charles Co., MD	103,800	161,500	36%	28%	40,800
Total	3,780,300	4,637,000	18%	25%	1,239,900

Round 4.1 Forecasts were adopted in 1991

How Accurate Have the Employment Forecasts Been?

15

Jurisdiction:	Employment				
	Round 4.1 1990 Base Year	Round 4.1 2010 Forecast Year	Forecast % Growth	Actual % Growth	Actual Growth 1990 - 2010
District of Columbia	718,200	886,000	19%	8%	65,300
Arlington Co., VA	214,600	263,600	19%	4%	8,700
City of Alexandria, VA	97,300	145,200	33%	8%	8,700
Montgomery Co., MD	455,000	670,000	32%	11%	55,100
Prince George's Co., MD	311,800	473,000	34%	9%	30,800
Fairfax Co., VA	401,300	625,400	36%	41%	278,700
Loudoun Co., VA	33,800	98,300	66%	76%	109,900
Prince William Co., VA	75,500	142,900	47%	47%	68,100
Frederick Co., MD	53,100	117,500	55%	46%	45,600
Charles Co., MD	33,500	43,000	22%	46%	28,700
Total	2,394,100	3,464,900	31%	23%	699,600

Round 4.1 Forecasts were adopted in 1991

**Round 8.2 Household Forecasts
(Thousands)**

JURISDICTION	2010	2040	2010 to 2040	
			Number	% Change
District of Columbia	266.7	339.9	73.2	27.4%
Arlington County	98.1	128.6	30.6	31.2%
City of Alexandria	68.1	94.1	26.0	38.2%
Central Jurisdictions	432.8	562.5	129.7	30.0%
Montgomery County	357.1	460.3	103.2	28.9%
Prince George's County	304.0	379.3	75.3	24.8%
Fairfax County (2)	386.1	505.3	119.2	30.9%
City of Fairfax	8.4	10.3	1.9	22.4%
City of Falls Church	5.1	7.9	2.8	54.9%
Inner Suburbs	1,060.8	1,363.1	302.3	28.5%
Loudoun County	104.6	165.3	60.7	58.0%
Prince William County	130.8	207.8	77.0	58.9%
City of Manassas	12.5	17.1	4.6	36.5%
City of Manassas Park	4.5	5.0	0.5	11.7%
Calvert County (3)	32.0	40.3	8.3	25.8%
Charles County (3)	51.2	82.1	30.8	60.2%
Frederick County	84.8	119.6	34.8	41.0%
Stafford County (4)	41.8	87.7	45.9	109.9%
Outer Suburbs	462.3	724.8	262.6	56.8%
Baltimore Area Jurisdictions	371.4	453.6	82.2	22.1%
Fredericksburg Area Jurisdictions	51.5	96.2	44.6	86.6%
Other Jurisdictions	92.2	179.5	87.3	94.6%
TPB Model Region Total	2,471.1	3,379.7	908.7	36.8%

**Round 8.2 Employment Forecasts
(Thousands)**

JURISDICTION	2010	2040	2010 to 2040	
			Number	% Change
District of Columbia	783.5	982.6	199.2	25.4%
Arlington County	223.3	308.8	85.5	38.3%
City of Alexandria	106.0	174.2	68.2	64.3%
Central Jurisdictions	1,112.8	1,465.7	352.9	31.7%
Montgomery County	510.3	715.1	204.8	40.1%
Prince George's County	342.6	497.7	155.1	45.3%
Fairfax County	622.9	886.1	263.2	42.3%
City of Fairfax	20.4	25.6	5.2	25.5%
City of Falls Church	11.4	18.3	6.9	60.5%
Inner Suburbs	1,507.6	2,142.8	635.2	42.1%
Loudoun County	145.3	283.2	137.9	94.9%
Prince William County	115.4	240.8	125.4	108.6%
City of Manassas	23.6	32.2	8.6	36.5%
City of Manassas Park	4.5	5.1	0.6	12.6%
Calvert County	35.2	49.0	13.8	39.2%
Charles County	62.2	83.1	20.9	33.6%
Frederick County	98.7	114.9	16.2	16.4%
Stafford County	46.9	84.1	37.2	79.3%
Outer Suburbs	531.9	892.5	360.6	67.8%
Baltimore Area Jurisdictions	618.7	801.7	183.0	29.6%
Fredericksburg Area Jurisdictions	90.7	145.4	54.7	60.4%
Other Jurisdictions	107.2	159.3	52.1	48.6%
TPB Model Region Total	3,968.7	5,607.3	1,638.6	41.3%

Round 8.2 Forecast - Tysons

2010			2040			2010 to 2040 Growth		
Households	Population	Employment	Households	Population	Employment	Households	Population	Employment
8,342	17,122	86,304	37,670	74,319	151,925	29,328	57,197	65,621

- *In Round 8.2, forecast 2040 households and population totals for the Tysons area were increased by 20,700 households and 43,000 persons compared to the previous Round 8.1 forecasts*
- *These increases were added to the Cooperative Forecasts to reflect the recently adopted Fairfax County Plan for Tysons that significantly increased the planned residential density around the Tysons Metrorail Silver Line stations*

Typical Schedule for a Cooperative Forecasting Round Update

19

- **May/June 2012** – Announcement of the schedule for the Cooperative Forecasting Round update
- **September 2012** - Local jurisdictions submit a Letter of Intent (from the Planning Director) to update the Cooperative Forecasts for their jurisdiction
- **October 2012** - Preliminary local jurisdictional totals are due to COG Staff by the October Cooperative Forecasting meeting
- **November/December 2012** – Preliminary “sum of local jurisdictional totals” are reconciled with the benchmark econometric regional projections and reviewed by the Cooperative Forecasting Subcommittee and Planning Directors Technical Advisory Committee
- **January 2013** - The Planning Directors Technical Advisory Committee approves the final reconciled local jurisdictional totals and recommends that the COG Board approve the use of the updated Cooperative Forecasts in the TPB Constrained Long Range Plan (CLRP) Update and Air Quality Conformity Analysis
- **February 2013** - Round 8.2 TAZ level forecasts are due to COG staff by February 1, 2013. COG Board approves Round 8.2 as inputs for TPB’s CLRP Update and Air Quality Conformity Analysis. After the COG Board action, TAZ level forecasts are transmitted to Transportation Planning Staff
- **July 2013** – The COG Board formally adopts Round 8.2 Forecasts as the official growth forecasts for the region and the TPB adopts the updated CLRP upon determination that the updated CLRP conforms with established regional air quality mobile emissions budgets

Is the Future Growth in the Cooperative Forecasts Inevitable?

20

- **The Cooperative Forecasts are the “most probable” projections based on existing trends and current local plans and policies, and not necessarily an inevitable or preferred future growth end state**
 - Changes in long-term global and national macro-economic conditions, as well changes in federal government spending and policies, will affect both the overall level and pace of future growth in the region
 - The top-down regional econometric model and benchmark projections of future growth for a 30-year period are updated approximately every 3 to 4 years and begin a new Cooperative Forecasting Round
 - Trends can change as different demographic cohorts in the population age and express different preferences and lifestyles from previous generations
 - Periodic Census Data and Household Travel Surveys provide a means to examine how these preferences and lifestyles are changing over time and are used to update the Cooperative Forecasts and TPB Travel Models
 - State and Local governments can also change their current plans and policies through investments in infrastructure, changes in existing land use plans and zoning, and new economic development strategies
 - These changes are captured in the annual Cooperative Forecasting updates

Scenario Analysis

- Scenario Analysis provides a means of analyzing the uncertainty associated with possible future shifts in existing trends and the implications of possible changes in current plans and policies

- COG and TPB have used scenario analysis for:
 - Cooperative Forecasting high and low growth scenarios (*Rounds 1 to Round 4*)
 - “An Analysis of Land Use and Transportation Relationships using Hypothetical Scenarios and Planning Analysis Tools” (*1994*) – Analyzed 7 land use and 7 transportation scenarios
 - Regional Mobility and Accessibility Study (*2006*) – Analyzed 5 integrated land use and transportation scenarios
 - TPB Scenario Study – CLRP Aspirations Scenario (*2010*) – A comprehensive alternative land use and transportation scenario that built off the 2008 CLRP
 - CLRP Aspirations Scenario Update (*April, 2013*) – Updates the prior CLRP Aspirations Scenario to a Round 8.1 and 2012 CLRP baseline, and analyzes the CLRP Aspirations Scenario with the Version 2.3 TPB travel demand forecasting model and a more detailed transportation analysis zone (TAZ) structure

ITEM 14 – Information

March 20, 2013

Briefing on Household Travel Characteristics and Behavior in Seven Focused Geographic Subareas of the Region

Staff

Recommendation: Receive briefing on selected slides (2, 4, 12, 13, 14, 22, and 23) from the attached Power Point presentation on the initial results from household travel surveys conducted in seven focused geographic subareas of the region.

Issues: None

Background: In the spring of 2012, 2,700 households in seven focused geographic subareas were surveyed to obtain demographic information and travel characteristics of the residents. The subareas surveyed include:

1. New York/Rhode Island Ave NE Corridor in the District of Columbia
2. Friendship Heights in the District and Montgomery County,
3. East & West Falls Church Metrorail station areas in Falls Church, Arlington County and Fairfax County,
4. Beauregard Corridor in the City of Alexandria,
5. National Harbor/Oxon Hill area of Prince George's County,
6. Dulles North area in Loudoun County
7. St. Charles/Waldorf area in Charles County.



2012 TPB Geographically-Focused Household Travel Surveys Initial Results

Robert E. Griffiths
Technical Services Director

National Capital Region Transportation Planning Board
March 20, 2013



Project Background

- Follow-on to 2007-2008 TPB Regional Household Travel Survey that was primarily conducted for the development of the new travel demand model
- Household Travel Survey data collection in specific geographic sub-areas of the region (Case Studies)
- Addresses a need expressed by local planners
- Will provide some current small area community-level socio-economic data that are no longer available from the Decennial Census

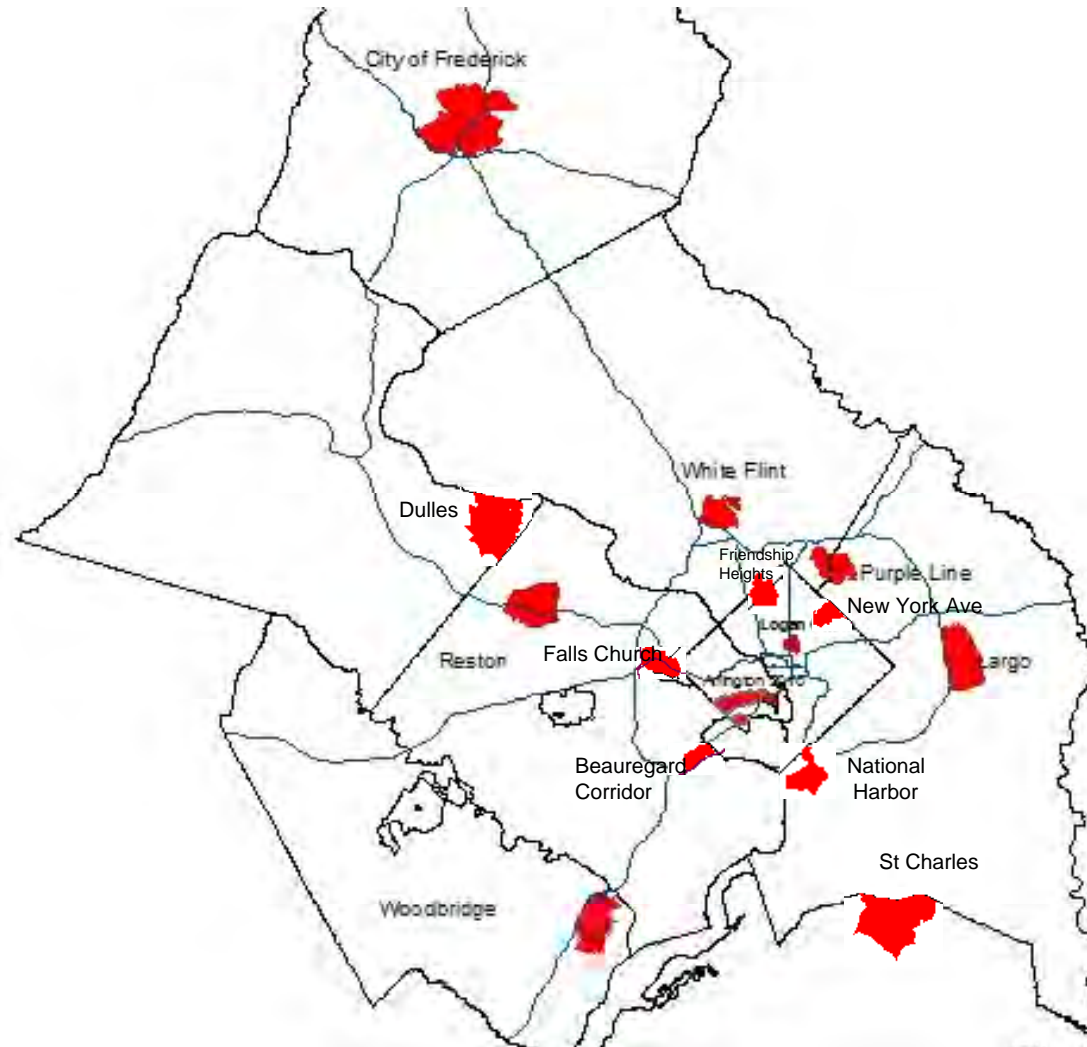


Project Objectives

- Analyze daily travel behavior in communities with different densities, physical characteristics and transportation options
- Support refinement of TPB Travel Model
- Assist local planners with current local land use and transportation planning efforts
- Build a household travel survey database that can measure changes in local community travel behavior over a period of time (Before and After comparisons)



Now Have Collected Survey Data in 17 Focused Areas





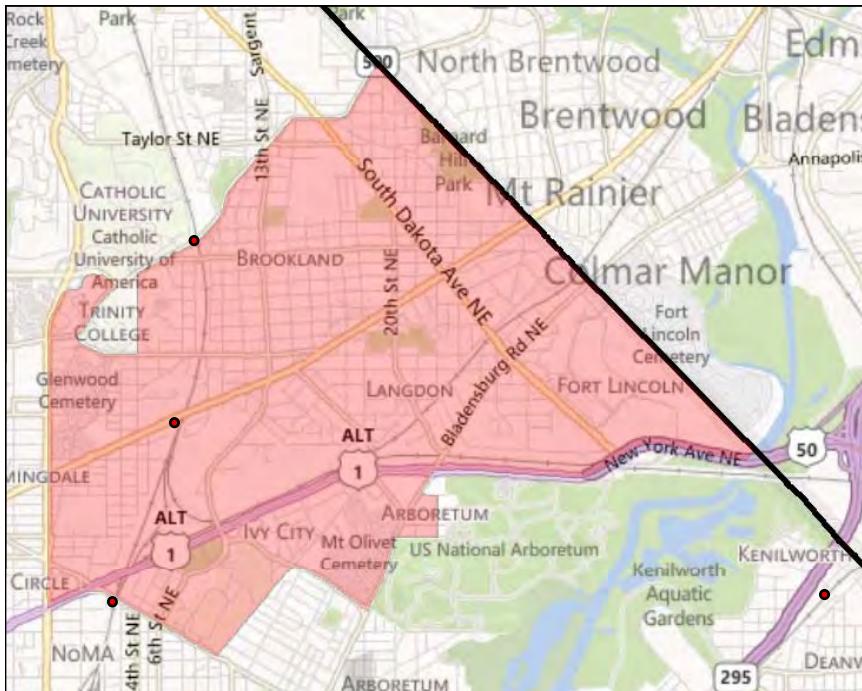
Spring 2012 TPB Surveys in Seven Areas

The seven areas surveyed in the spring of 2012 are:

- New York/Rhode Island Avenue NE Corridor in the District of Columbia
- Friendship Heights in the District of Columbia and Montgomery County, Maryland
- East Falls Church and West Falls Church Metrorail Station areas in Arlington County, the City of Falls Church and Fairfax County, Virginia
- Beauregard Corridor in the City of Alexandria, Virginia
- National Harbor/Oxon Hill area in Prince George's County, Maryland
- The Dulles North Area in Loudoun County, Virginia
- St. Charles/Waldorf Area in Charles County, Maryland



New York/Rhode Island Avenue NE Corridor in the District of Columbia

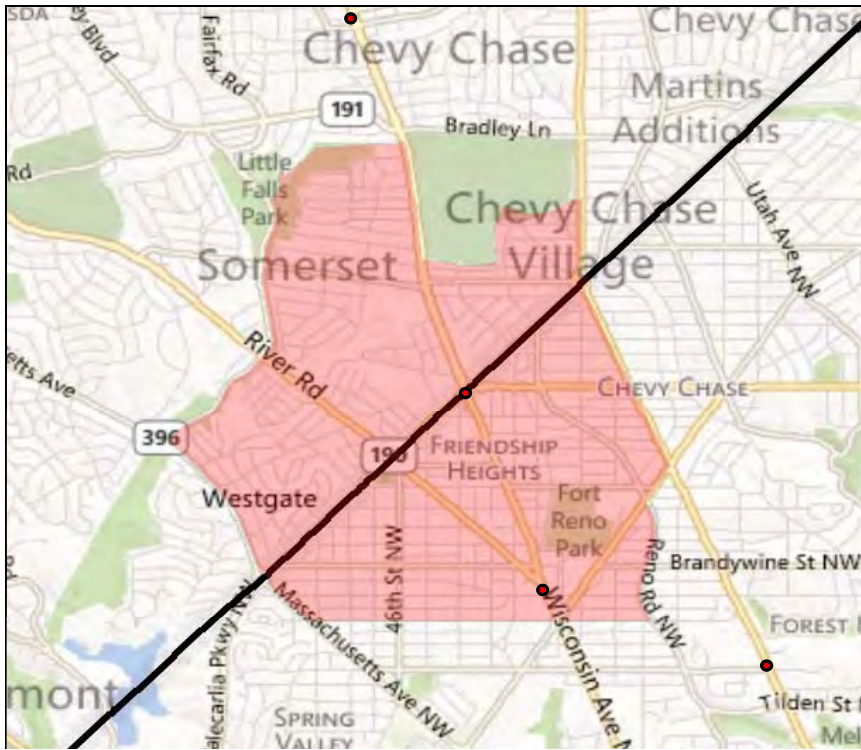


Notable Features:

Land Area	=	5.3 sq mi
Households	=	14,100
HH Population	=	35,200
Pop Density	=	6,600 persons/sq mi



Friendship Heights in the District of Columbia and Montgomery County

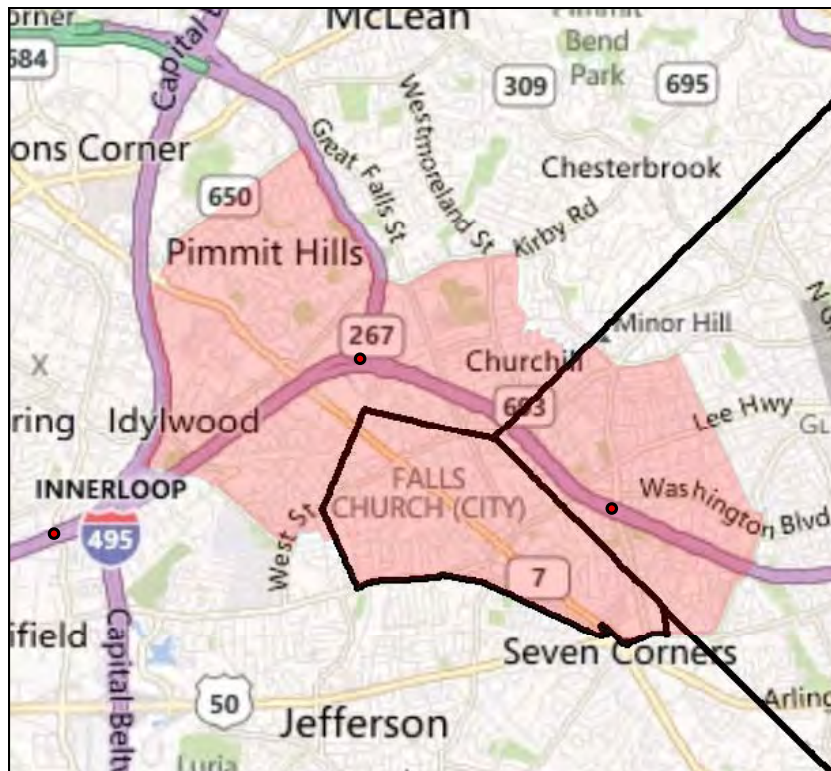


Notable Features:

Land Area	=	2.8 sq mi
Households	=	10,800
HH Population	=	23,900
Pop Density	=	8,500 persons/sq mi



East Falls Church and West Falls Church Metrorail Station Areas



Notable Features:

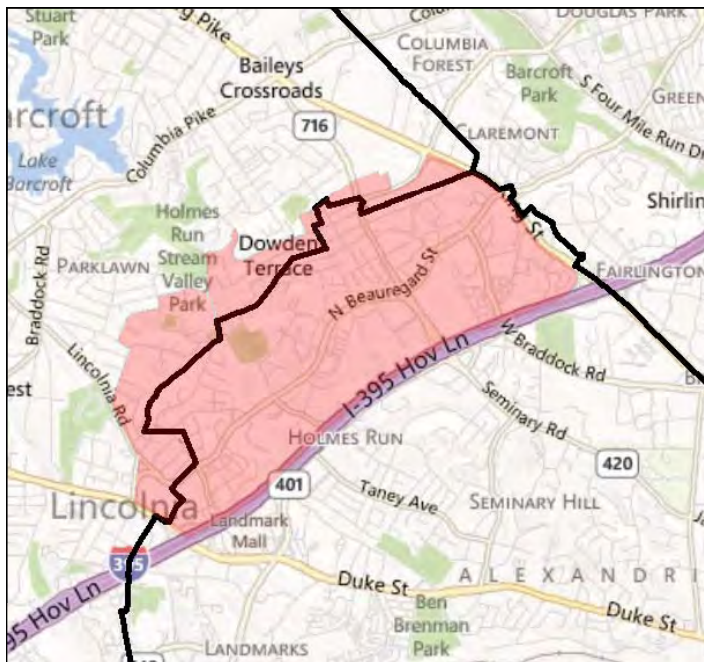
Land Area	=	8.4 sq mi
Households	=	18,900
HH Population	=	48,000
Pop Density	=	5,700 persons/sq mi



Beaugard Corridor in Alexandria

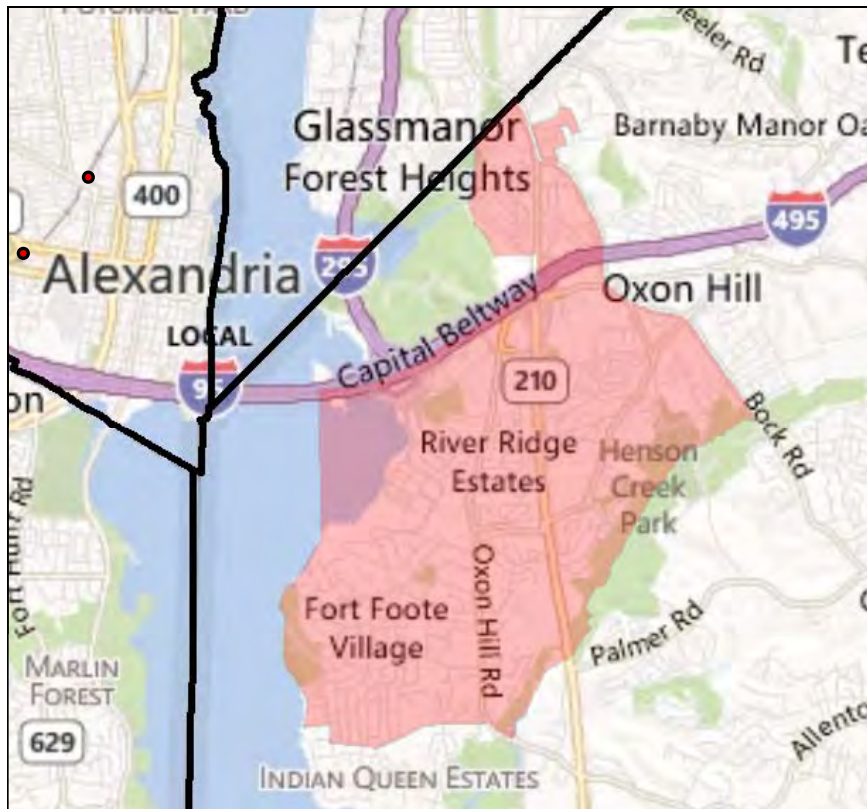
Notable Features:

Land Area	=	2.3 sq mi
Households	=	15,700
HH Population	=	33,000
Pop Density	=	14,300 persons/sq mi





National Harbor/Oxon Hill in Prince George's County

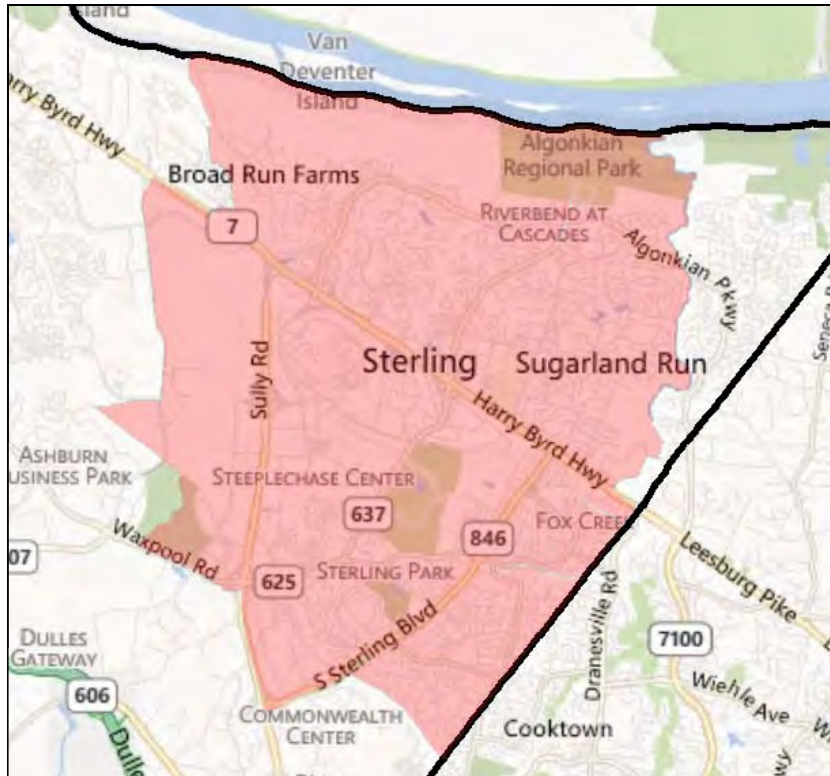


Notable Features:

Land Area	=	6.3 sq mi
Households	=	6,900
HH Population	=	18,900
Pop Density	=	3,000 persons/sq mi



Dulles North Area in Loudoun County

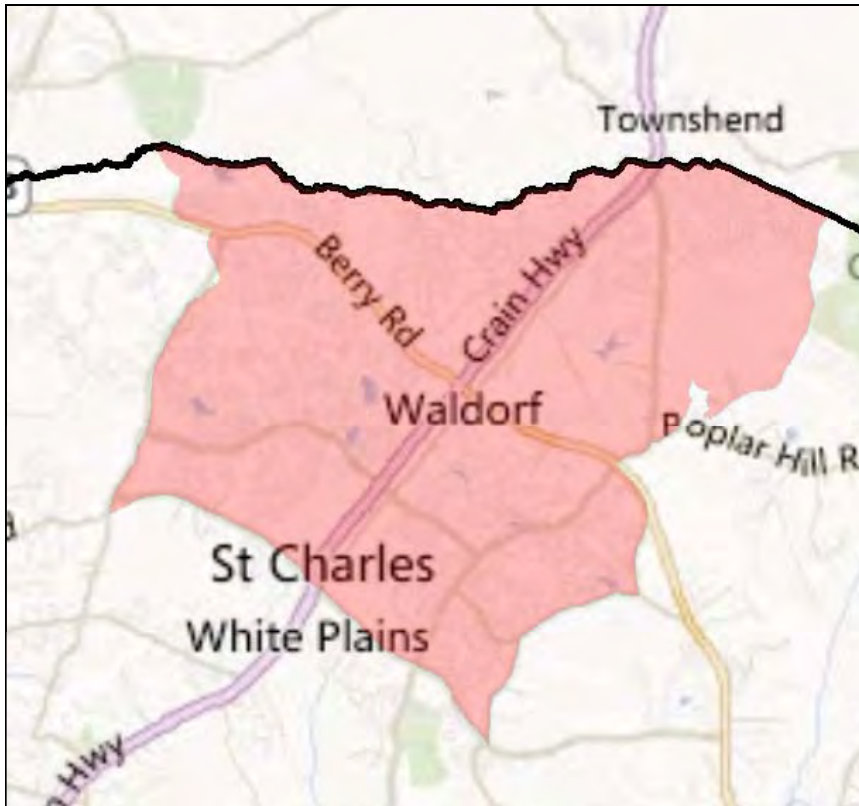


Notable Features:

Land Area	=	20.3 sq mi
Households	=	22,900
HH Population	=	67,400
Pop Density	=	3,300 persons/sq mi



St. Charles/Waldorf Area in Charles County



Notable Features:

Land Area	=	23.9 sq mi
Households	=	22,800
HH Population	=	65,000
Pop Density	=	2,700 persons/sq mi



Household Demographics

Survey Area	Live in Apt or Condo	1-Person HH	2+Worker HH	One or More Children	No Car	3+ Cars
NY/RI Ave NE	43%	56%	19%	13%	33%	6%
Friendship Heights	43%	38%	28%	15%	12%	7%
E & W Falls Church	27%	28%	35%	27%	2%	15%
Beauregard Corridor	78%	57%	24%	12%	11%	4%
National Harbor	21%	32%	28%	18%	7%	21%
Dulles North	19%	24%	44%	33%	1%	27%
St. Charles/Waldorf	12%	28%	34%	26%	4%	27%
Regional Average	23%	28%	43%	37%	4%	21%



Daily Modal Shares – All Weekday Trips

Survey Area	Drive Alone (SOV)	Carpool (HOV2+)	Transit	Walk	Bike	Other
NY/RI Ave NE	33%	23%	17%	22%	1.9%	4%
Friendship Heights	34%	21%	12%	29%	2.4%	2%
E & W Falls Church	42%	31%	7%	16%	1.7%	3%
Beauregard Corridor	46%	22%	10%	19%	1.0%	3%
National Harbor	49%	34%	4%	11%	---	3%
Dulles North	51%	34%	2%	8%	0.8%	5%
St. Charles/Waldorf	49%	34%	3%	7%	0.5%	5%
Regional Average	43%	37%	6%	9%	0.5%	4%



Commuting Trip Modal Shares

Survey Area	Drive Alone (SOV)	Carpool (HOV2+)	Transit	Walk	Bike	Other
NY/RI Ave NE	45%	11%	35%	4%	3.9%	1%
Friendship Heights	41%	9%	37%	8%	3.7%	1%
E & W Falls Church	57%	13%	22%	2%	3.6%	2%
Beauregard Corridor	57%	10%	23%	4%	2.8%	3%
National Harbor	74%	10%	14%	---	---	2%
Dulles North	82%	9%	5%	2%	0.3%	2%
St. Charles/Waldorf	72%	15%	11%	1%	---	1%
Regional Average	70%	8%	18%	3%	0.6%	1%



Initial Findings: NY/RI Ave NE Corridor

- Area Characteristics:

- 43 % of households living in apartments or condos
- 56 % single person households / 19% 2+-workers/ 13% with children
- 33% of no car households / 6% 3+ vehicle households
- Served by Metrobus and the NY Ave, Rhode Island Ave and Brookland Metrorail Stations
- Near Gallaudet, Trinity University and Catholic Universities

- Transportation Behavior

- 33% daily SOV mode share is about 25% less than the regional average
- 22% daily walk mode share is more than twice the regional average
- 17% daily transit mode share is about 3 times the regional average
- 1.9% daily bike mode share is about 4 times the regional average



Initial Findings: Friendship Heights

- Area Characteristics:
 - 43 % of households living in apartments or condos
 - 38 % single person households / 28% 2+-workers/ 15% with children
 - 12% of no car households / 7% 3+ vehicle households
 - Served by Metrobus. Ride-On and the Friendship Heights and Tenelytown Metrorail Stations
 - Near American University
- Transportation Behavior
 - 34% daily SOV mode share is about 25% less than the regional average
 - 29% daily walk mode share is more than 3 times the regional average
 - 12% daily transit mode share is twice the regional average
 - 2.4% daily bike mode share is about 5 times the regional average



Initial Findings: East-West Falls Church

- Area Characteristics:
 - 73 % of households living in single-family houses
 - 28 % single person households / 35% 2+-workers/ 27% with children
 - 2% no-car households / 15% 3+ vehicle households
 - Served by Metrobus, ART, Fairfax Connector and the East and West Falls Church Metrorail Stations
- Transportation Behavior
 - 42% daily SOV mode share is about the regional average
 - 16% daily walk mode share is 1.8 times the regional average
 - 7% daily transit mode share is about the regional average
 - 1.7% daily bike mode share is more than 3 times the regional average



Initial Findings: Beauregard Corridor

- Area Characteristics:
 - 78 % of households living in apartments and condo
 - 57 % single person households / 24% 2+-workers/ 12% with children
 - 11% no-car households / 4% 3+ vehicle households
 - Served by Metrobus and DASH, but not directly served by a Metrorail Station
- Transportation Behavior
 - 46% daily SOV mode share is slightly above the regional average
 - 19% daily walk mode share is twice the regional average
 - 10% daily transit mode share is 1.7 times the regional average
 - 1% daily bike mode share is twice the regional average



Initial Findings: National Harbor/Oxon Hill

- Area Characteristics:
 - 79 % of households living in single-family houses
 - 32 % single person households / 28% 2+-workers/ 18% with children
 - 7% no-car households / 21% 3+ vehicle households
 - Served by Metrobus, but not directly served by a Metrorail Station
- Transportation Behavior
 - 49% daily SOV mode share is about 1.1 times the regional average
 - 11% daily walk mode share is 1.2 times the regional average
 - 4% daily transit mode share is 33% less than the regional average
 - Daily bike mode share is below the regional average
 - Note: the household sample size for the National Harbor/Oxon Hill area was very small, only 172 households



Initial Findings: Dulles North

- Area Characteristics:
 - 81 % of households living in single-family houses
 - 24 % single person households / 44% 2+-workers/ 33% with children
 - 1% no-car households / 27% 3+ vehicle households
 - Served by Loudoun County Transit Commuter Bus and Virginia Regional Transit
- Transportation Behavior
 - 51% daily SOV mode share is about 1.2 times the regional average
 - 8% daily walk mode is about the regional average
 - 2% daily transit mode share is 67% less than the regional average
 - 0.8% daily bike mode share is slightly above the regional average



Initial Findings: St Charles/Waldorf

- Area Characteristics:
 - 88 % of households living in single-family houses
 - 28 % single person households / 34% 2+-workers/ 26% with children
 - 4% no-car households / 27% 3+ vehicle households
 - Served by MTA Commuter Bus Service and VanGo
- Transportation Behavior
 - 49% daily SOV mode share is about 1.1 times the regional average
 - 7% daily walk mode is slightly below the regional average
 - 3% daily transit mode share is half the regional average
 - 0.5% daily bike mode matches the regional average



General Findings and Initial Conclusions:

- The NY/RI Ave NE, Friendship Heights, and Beauregard Corridor areas with significant transit, walk and bike mode shares, had higher proportions of households living in apartments and condos, fewer households with children and good proximity to frequent transit service
- The National Harbor, Dulles North and St Charles/Waldorf areas with SOV mode shares above the regional average and transit mode shares below the regional average, had higher proportions of households with 2+ workers and children living in single-family homes and less direct access to frequent transit service.
- The East & West Falls Church area is interesting because it had household demographic characteristics closer to the Dulles North and St Charles areas, but had daily transit, walk and bike modal shares above the regional average. Although the proportion of households with multiple workers and with children was about the same as in the Dulles North and St Charles areas, residential densities, the proportion of households living in apartment and condo, and proximity to more frequent transit was higher in the Falls Church survey area.



Challenges For Regional Activity Centers:

- Higher density areas with good proximity to frequent transit service, like NY/RI Ave NE, Friendship Heights and Beauregard, predominately serve one and two person households without children. The challenge for the future is how to provide more “family friendly” housing, amenities and services in the region’s activity centers.
- In the region’s lower density areas that are expected to become higher density activity centers in the future, the challenge is to continue to maintain the “family friendly” amenities and services while increasing residential density and providing more frequent and supportive transit service.



2013 Data Collection -DC

Four areas in the District to be surveyed in 2013 are:

- Federal Center/Southwest/Navy Yard
- H Street NE Corridor
- St. Elizabeth's / Anacostia
- Fort Totten



2013 Data Collection - MD

Four areas in the Maryland to be surveyed in 2013 are:

- Silver Spring in Montgomery County
- Hyattsville/College Park in Prince George's County
- Greenbelt in Prince George's County
- Kentlands in Montgomery County



2013 Data Collection - VA

Four Areas in Virginia to be surveyed in 2013 are:

- City of Fairfax
- City of Manassas
- Tysons in Fairfax County
- Leesburg in Loudoun County