



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Steering Committee Actions and Report of the Director  
**DATE:** March 12, 2020

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The attached materials include:

- Steering Committee Actions
- Letters Sent/Received
- Announcements and Updates





## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Steering Committee Actions  
**DATE:** March 12, 2020

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At its meeting on March 6, the TPB Steering Committee approved the following resolution to amend the FY 2019-2024 Transportation Improvement Program (TIP):

- SR18-2020: Requested by the Maryland Department of Transportation on behalf of Prince George's County Department of Public Works & Transportation, to include \$2.75 million in FTA Section 5339(d) and local funding for the Prince George's County Electric Bus Initiative (TIP ID 6713) in FY 2020 to replace four diesel buses in Prince George's County's aging fleet with four electric buses. This bus replacement project is exempt from the air quality conformity requirement.

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."

### Attachments

- TPB Steering Committee Attendance
- SR18-2020

**TPB STEERING COMMITTEE**  
**ATTENDANCE – MARCH 6, 2020**

MEMBERS

Kelly Russell	City of Frederick
Pamela Sebesky	City of Manassas
Kyle Nembhard	DDOT
Mark Phillips	WMATA
Mark Rawlings	DDOT
Kari Snyder	MDOT
Norman Whitaker	VDOT

PARTICIPANTS

Bob Brown	Loudoun County
David Edmondson	City of Frederick
Gary Erenrich	Montgomery County
Winstina Hughes	MDOT/SHA
Mike Lake	Fairfax County
Chris Lakowski	DC Council
Jim Maslanka	City of Alexandria
Regina Moore	VDOT
Sree Nampoothiri	NVTA
Vic Weissberg	Prince George's County

COG STAFF

Kanti Srikanth, DTP  
Tim Canan, DTP  
Lyn Erickson, DTP  
Andrew Meese, DTP  
Mark Moran, DTP  
Nick Ramfos, DTP  
Andrew Austin, DTP  
Stacy Cook, DTP  
Eric Randall, DTP  
Jon Schermann, DTP  
Dusan Vuksan, DTP

OTHER

Bill Orleans

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

**RESOLUTION ON AN AMENDMENT TO THE FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT TO INCLUDE FUNDING FOR THE PRINCE GEORGE'S COUNTY ELECTRIC BUS INITIATIVE, AS REQUESTED BY THE MARYLAND DEPARTMENT OF TRANSPORTATION (MDOT) ON BEHALF OF PRINCE GEORGE'S COUNTY DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION (DPW&T)**

**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 the Fixing America's Surface Transportation (FAST) Act 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 October 17, 2018 the TPB adopted the FY 2019-2024 TIP; and

**WHEREAS**, in the attached letter of February 28, 2020 MDOT has requested on behalf of Prince George's County that the FY 2019-2024 TIP be amended to include \$2.75 million in FTA Section 5339(d) funding for the Prince George's County Electric Bus Initiative (TIP ID 6713) in FY 2020 to replace four diesel buses in Prince George's County's aging fleet with four advanced, heavy duty electric buses, as described in the attached materials; and

**WHEREAS**, this program is exempt from the air quality conformity requirement, as defined in Environmental Protection Agency's (EPA) Transportation Conformity Regulations as of April 2012;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Steering Committee of the National Capital Region Transportation Planning Board amends the FY 2019-2024 TIP to include \$2.75 million in FTA Section 5339(d) funding for the Prince George's County Electric Bus Initiative (TIP ID 6713) in FY 2020, as described in the attached materials.

**Adopted by the TPB Steering Committee at its regular meeting on March 6, 2020.**



February 28, 2020

The Honorable Kelly Russell  
Chairman  
National Capital Region Transportation Planning Board  
Metropolitan Washington Council of Governments  
777 North Capitol Street, NE, Suite 300  
Washington DC 20002

Dear Chairman Russell:

The Maryland Department of Transportation (MDOT) requests the following amendment to the Maryland portion of the National Capital Region Transportation Planning Board's (TPB) Fiscal Year (FY) 2019-2024 Transportation Improvement Program (TIP) for one new Maryland Transit Administration (MTA) project as described below and in the attached memo.

This action reflects MDOT MTA's discretionary grant award to replace buses on behalf of Prince George's County, and as this project does not add transit capacity, this action does not affect the Air Quality Conformity Determination for Visualize 2045.

TIP ID	Project	Amount of New Funding (In 000s)	Comment
6713	PG County Electric Bus Initiative	\$2,750	Add new local and 5339 funding for bus replacement.

MDOT requests that this amendment be approved by the TPB Steering Committee at its March 6, 2020 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 Kelly Russell  
Page Two

We appreciate your cooperation in this matter. Should you have additional questions or concerns, please contact Ms. Kari Snyder, MDOT Office of Planning and Capital Programming (OPCP) Regional Planner at 410-865-1305, toll free 888-713-1414 or via e-mail at [ksnyder3@modt.maryland.gov](mailto:ksnyder3@modt.maryland.gov). Ms. Snyder will be happy to assist you. Of course, please feel free to contact me directly.

Sincerely,



Tyson Byrne  
Regional Planning Manager  
Office of Planning and Capital Programming


Attachment

cc: Ms. Kari Snyder, Regional Planner, OPCP, MDOT



**TO:** MS. HEATHER MURPHY, DIRECTOR  
MDOT OFFICE OF PLANNING AND CAPITAL PROGRAMMING

**ATTN:** MR. TYSON BYRNE, MANAGER  
MDOT OFFICE OF PLANNING AND CAPITAL PROGRAMMING

**FROM:** MS. KATE SYLVESTER, DIRECTOR   
MDOT MTA OFFICE OF PLANNING AND CAPITAL PROGRAMMING

**DATE:** February 24<sup>th</sup>, 2020

**SUBJECT:** Amendment to the FY 2019-2024 WashCOG/TPB TIP

MDOT MTA is requesting an amendment to the FY 2019-2024 WashCOG/TPB TIP. FTA has awarded MDOT MTA a discretionary grant on behalf of Prince George's County as part of the Low or No Emission Grant Program (Lo-No Program; Catalog of Federal Domestic Assistance (CFDA) number: 20.526).

MDOT MTA will increase federal obligation for Section 5339 funding in the amount of \$2.2M. This source of funding will be used to replace four buses from an aging fleet with four advanced, heavy duty electric buses and four 120kw charging stations.

The proposed action will not impact scheduling or funding availability for other projects in the current TIP, which continues to be fiscally constrained.

After your review, please process the requested amendment for inclusion in the FY 2019-2024 WashCOG/TPB TIP. If you have any questions, please do not hesitate to contact Ms. Lara Bachman, MTA Office of Planning and Capital Programming, at 410-767-3135 or via email at [LBachman@mta.maryland.gov](mailto:LBachman@mta.maryland.gov).

cc: Mr. Ian Beam, Regional Planner, Office of Planning & Capital Programming, MDOT  
Ms. Kari Snyder, Regional Planner, Office of Planning & Capital Programming, MDOT

TIP ADMINISTRATIVE MODIFICATION

STIP/TIP ID# Proposed

**BEFORE**

Funding Category	Previous	FY2020	FY2021	FY2022	FY2023	Total
Section 5339	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Matching Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						<b>\$ -</b>

**ADJUSTMENT**

Funding Category	Previous	FY2020	FY2021	FY2022	FY2023	Total
Section 5339	\$ -	\$ 2,200	\$ -	\$ -	\$ -	\$ 2,200
Matching Funds	\$ -	\$ 550	\$ -	\$ -	\$ -	\$ 550
						<b>\$ 2,750</b>

**AFTER**

Funding Category	Previous	FY2020	FY2021	FY2022	FY2023	Total
Section 5339	\$ -	\$ 2,200	\$ -	\$ -	\$ -	\$ 2,200
Matching Funds	\$ -	\$ 550	\$ -	\$ -	\$ -	\$ 550
						<b>\$ 2,750</b>

% CHANGE -

**SUBURBAN MARYLAND  
FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM  
CAPITAL COSTS (in \$1,000)**

Source	Fed/St/Loc	Previous Funding	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Source Total
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**MDOT/Maryland Transit Administration**

TIP ID: <b>6713</b>	Agency ID: <b>1402</b>	Title: <b>Prince George's County Electric Bus Initiative</b>	Complete: <b>2020</b>	Total Cost: <b>\$2,750</b>
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Facility:	Sect. 5339 (c)	80/0/20	2,750 e		2,750
From:					<b>Total Funds: 2,750</b>
To:					

Description: As an innovative and cost effective alternative to fuel-based services that meet vehicle needs for the program, Prince George's County's Department of Public Works & Transportation (DPW&T) will replace four buses from an aging fleet with four advanced, heavy duty electric buses and four 120 Kw charging stations.

**Amendment: Ad New Project** **Approved on: 3/6/2020**  
 Amend project into the FY 2019-2024 TIP with \$2.75 million in Section 5339 (d) funding in FY 2020 for the replacement four aging diesel buses in Prince George's County's aging fleet with four advanced, heavy duty electric buses.

FAIN	FTA PROJ NO	SUB-GRANTEE NAME	Scope	ALI	ALI Description	Capital Proj #	PO NUMBER	FPC	Suffix	GRANT NO	PHASE	GRANT	PO NUMBER	SUB-GRANTEE AGY CODE 2	GRANTORS GRANT NO	Federal	State	Local	Total
MD-2401		Prince George's County	111-00	11.12.02	FY20 Bus Replacement	0893-0340	MD-34-0XXX	00		ZE1501	01	111202	3400	PG22	2020E1511100	\$ 2,200,000.00	\$ -	\$ 550,000.00	\$ 2,750,000.00
																\$ 2,200,000.00	\$ -	\$ 550,000.00	\$ 2,750,000.00



**MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Letters Sent/Received  
**DATE:** March 12, 2020

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The attached letters were sent/received since the last TPB meeting.





National Capital Region  
**Transportation Planning Board**

February 19, 2020

K. Jane Williams  
Acting Administrator  
Federal Transit Administration  
1200 New Jersey Ave, SE  
Washington, D.C. 20590

Dear Ms. Williams:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by Montgomery County, Maryland for federal funds under the FY 2020 Grants for Buses and Bus Facilities Infrastructure Investment Program to support the renovation of the Silver Spring Depot (Brookfield Maintenance Facility) to update and upgrade the facility to good condition as well as improve maintenance access for BRT buses.

The Silver Spring Transit Depot is beyond its useful life and needs to be renovated and support the growing transit needs of the County. One major need is for articulated bus maintenance bays for a Bus Rapid Transit (BRT) fleet. The County is advancing several BRT projects that will use articulated buses, with the first BRT line scheduled to open later this year.

The project proposed for this grant directly responds to the regional transportation goals adopted by the TPB and identified in the Washington region's long-range transportation plan, *Visualize 2045*. Expanding bus rapid transit and transitways is one of the several endorsed Aspirational Initiatives of the plan, as well as one of the long-term strategies of our adopted Regional Transportation Priorities Plan.

We urge your favorable consideration of Montgomery County's request, as it directly responds to regional transportation goals and priorities adopted by the Transportation Planning Board and identified in the Washington region's long-range transportation plan. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include the grant funding for this project.

Sincerely,

Kelly Russell  
Chair, National Capital Region  
Transportation Planning Board

Cc: Mr. Chris Conklin, Director, Montgomery County Department of Transportation







National Capital Region  
Transportation Planning Board

February 19, 2020

K. Jane Williams  
Acting Administrator  
Federal Transit Administration  
1200 New Jersey Ave, SE  
Washington, D.C. 20590

Dear Ms. Williams:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by Montgomery County, Maryland for federal funds under the FY 2020 Low and No Emission (Low-No) Grant Program to support the purchase of 8 electric buses and associated infrastructure.

Montgomery County has made a commitment to reduce emissions and become even greener, with a goal of reducing greenhouse gas emissions by 100% of the 2005 baseline by 2035. This move to electric buses will further establish Montgomery County's commitment to a "green community." The grants funds would be used to purchase the buses, which would be located at the Gaithersburg depot to serve rural routes up county in Poolesville and Damascus. In addition, an on-route charger will be installed at a Montgomery County site in Poolesville or Damascus.

The project proposed for this grant directly responds to the regional transportation goals adopted by the TPB and identified in the Washington region's long-range transportation plan, *Visualize 2045*. The TPB has long supported increased investment of transportation dollars to support improvements in the environment and the region's bus system. New buses using zero emissions systems will provide benefits to the region's citizens through cleaner and higher quality transportation service. The support and promotion of electric vehicles is one of the near-term strategies of our adopted Regional Transportation Priorities Plan.

We urge your favorable consideration of Montgomery County's request, as it directly responds to regional transportation goals and priorities adopted by the Transportation Planning Board and identified in the Washington region's long-range transportation plan. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include the grant funding for this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Russell", with a long horizontal line extending to the right.

Kelly Russell  
Chair, National Capital Region  
Transportation Planning Board

Cc: Mr. Chris Conklin, Director, Montgomery County Department of Transportation





National Capital Region  
**Transportation Planning Board**

February 19, 2020

The Honorable Elaine Chao  
Secretary  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590-0001

Dear Secretary Chao:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by the Virginia Department of Rail and Public Transportation (DRPT) for a grant under the FY 2020 Infrastructure for Rebuilding America (INFRA) Program, for the construction of a new Long Bridge railroad crossing of the Potomac River.

The Long Bridge as a critically important regional railway bridge that facilitates passenger and freight rail travel through the region. This project would construct a new independent separated two-track rail bridge north of the existing two-track Long Bridge. This project will allow separation of passenger and freight rail service in the rail corridor between Virginia and the District of Columbia. The new bridge will be in public ownership and will be owned by the Commonwealth of Virginia. The Long Bridge expansion will double capacity in what is now a railroad bottleneck for the east coast and allow for service expansion for the entire mid-Atlantic region. The Long Bridge Project will allow Virginia to double Amtrak state-supported service and Virginia Railway Express (VRE) commuter rail service over the next decade as well as allow for future Maryland Transit Administration MARC commuter rail service from Maryland through the District of Columbia and into Virginia. The additional daily commuters who will use the new two-track Long Bridge will create over \$6 billion in annual economic activity in the region, a nearly 95% increase from today. Freight fluidity in the region will greatly benefit from the Long Bridge, which will allow passenger rail to be separated from freight rail movements and remove the need for 1 million freight trucks from the I-95 corridor.

The TPB understand that the proposed project will improve a critical link in the National Capital Region's transportation network. The project proposed for this grant directly responds to the regional transportation goals adopted by the TPB and identified in the Washington region's long-range transportation plan, *Visualize 2045*. This includes the TPB Vision Statement, which states, "[i]n the 21st Century, the Washington metropolitan region remains a vibrant world capital, with a transportation system that provides efficient movement of people and goods. This system promotes the region's economy and environmental quality, and operates in an attractive and safe setting. . ."

The Honorable Elaine Chao  
February 19, 2020

As such the TPB appreciates your favorable consideration of DRPT's application for this grant. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include this project.

Sincerely,



Kelly Russell  
Chair, National Capital Region  
Transportation Planning Board

Cc: Jennifer Mitchell, Secretary, Department of Rail and Public Transportation (DRPT)



National Capital Region  
Transportation Planning Board

February 19, 2020

The Honorable Elaine Chao  
Secretary  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590-0001

Dear Secretary Chao:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by Prince William County, Virginia for a grant under the FY 2020 Infrastructure for Rebuilding America (INFRA) Program, for the Route 15 Improvements with Railroad Overpass project.

Route 15 is a major connection from the western part of the County to the Gainesville community, which has significant commercial activity and is the site of proposed town and employment centers. The proposed project will construct a grade separated crossing over the Norfolk Southern Railway tracks and widen Route 15 from two to four lanes on a 1.5-mile section of the roadway between Route 29 and Route 55. The forced merging, congestion and sudden stopping of traffic due to the railroad crossing has resulted in a high number of collisions at this location, as well as train-vehicle incidents. In addition, an asphalt shared-use path will be constructed.

The Route 15 project will tie into completed road improvement projects to the north and south, including the I-66/Route 15 Diverging-Diamond interchange, to provide a consistent four-lane roadway with pedestrian and bicycle facilities for six miles on Route 15. This project is a multi-modal congestion-relieving safety improvement that improves the network for commuters, commercial traffic, freight, pedestrians and bicyclists.

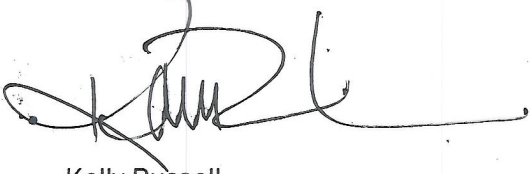
The project proposed for this grant directly responds to the regional transportation goals adopted by the TPB and identified in the Washington region's long-range transportation plan, *Visualize 2045*. This includes the TPB Vision Statement, which states, "[i]n the 21st Century, the Washington metropolitan region remains a vibrant world capital, with a transportation system that provides efficient movement of people and goods. This system promotes the region's economy and environmental quality, and operates in an attractive and safe setting. . ." Moreover, the TPB recently has placed special emphasis on making safety a regional priority in its deliberations, and the elimination of this grade crossing and the construction of a shared use path will improve safety along this corridor for rail, road, and non-motorized users.

This project is included in the TPB's *Visualize 2045* plan and in state and local long-range transportation plans.

The Honorable Elaine Chao  
February 19, 2020

As such the TPB appreciates your favorable consideration of Prince William County's application for this grant. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include this project.

Sincerely,



Kelly Russell  
Chair, National Capital Region  
Transportation Planning Board

Cc: Ricardo Canizales, Director, Prince William County Department of Transportation



National Capital Region  
**Transportation Planning Board**

March 2, 2020

K. Jane Williams  
Acting Administrator  
Federal Transit Administration  
1200 New Jersey Ave, SE  
Washington, D.C. 20590

Dear Ms. Williams:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by the District of Columbia's Department of Transportation's (DDOT) for federal funds under the FY 2020 Bus and Bus Facilities Grant Program to support the design and construction of an improved DC Circulator operations and maintenance facility to house an expanded electric bus fleet. The facility will be planned for an additional 14-vehicle capacity with battery-electric bus charging capabilities. The new facility will enable the provision of emissions-free local bus service through the District, providing transportation to residents, commuters and the millions of visitors that come to visit the nation's capital each year.

The project proposed for this grant directly responds to the regional transportation goals adopted by the TPB and identified in the Washington region's long-range transportation plan, *Visualize 2045*. The TPB has long supported increased investment of transportation dollars to support improvements in the environment and the region's bus system. New buses using zero emissions systems will provide benefits to the region's citizens and visitors through cleaner and higher quality public transportation service. The support and promotion of electric vehicles and of public transportation are key strategies of our adopted Regional Transportation Priorities Plan.

We urge your favorable consideration of DDOT's request, as it directly responds to regional transportation goals and priorities adopted by the Transportation Planning Board and identified in the Washington region's long-range transportation plan. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include the grant funding for this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelly Russell", written over a white background.

Kelly Russell  
Chair, National Capital Region  
Transportation Planning Board

Cc: Mr. Jeff Marootian, Director, District of Columbia Department of Transportation





**The Honorable Kelly Russell**  
**Chair, National Capital Region Transportation Planning Board**  
**Metropolitan Washington Council of Governments**  
**777 North Capital Street, NE Suite 300**  
**Washington, DC 20002**

**February 27, 2020.**

Re: Montgomery County Transportation Land-Use Connections Program Technical Assistance Program Application

Dear Ms. Russell:

I am pleased to submit this letter of support for Montgomery County's funding application to the National Capital Regional Transportation Planning Board's (TPB) Transportation & Land Use Connections Technical Support Program for the **Visually Impaired Urban Navigation Study & Design**.

As a former President of the American Council of the Blind of Maryland and its National Capital Area Chapter (NCAC,) here in Silver Spring, I can tell you that the blind and low vision population in Montgomery County is sizable, and the numbers of people with visual impairments is only projected to increase as our senior population grows in line with national trends. We support the Montgomery County Department of Transportation's steps to take a hard look at available technology and design tools to support people who are navigating an urban environment while visually impaired. We applaud the County efforts to address our very real concerns for the pedestrian safety of blind and visually impaired people within our county specifically, and other disabled and non-disabled travelers as well. These efforts directly support Montgomery County's commitment to Vision Zero and the importance of protecting the safety of all roadway users. With our blind and low vision communities increasingly facing a changing transportation landscape that includes separated bike lanes, floating bus stops, e-scooters, and more, it is critical that Montgomery County have the resources and make the appropriate effort to plan for and protect the safety of visually impaired persons while preserving a high quality of life in our region.

We support and encourage the TPB to continue to play a key leadership role in transportation and land use planning in the region by funding planning and design of the Visually Impaired Urban Navigation Study and Design. While the proposed design area for a pilot project will focus on downtown Silver Spring, we know that the positive outcomes of the project will be applicable across Montgomery County and the Metropolitan Washington Region as a whole. We have worked with the Montgomery County governmental entities to bring real attention to the dangers that could well arise for the people we represent, and we are pleased with the recognition

we have received from the County. Hence we are most anxious to see our efforts realized into concrete governmental action and we sincerely request your assistance in funding this effort. No finer example of positive Community Land-use Planning can be demonstrated than this effort on the part of Montgomery County to turn a situation fraught with concerns into an infrastructure that truly services the community and everyone in it.

We encourage you, should you have any questions or need additional information, to please contact Hannah Henn, Senior Engineer for Strategic Innovation, at 240-777-8389 or [Hannah.Henn@montgomerycountymd.gov](mailto:Hannah.Henn@montgomerycountymd.gov).

Sincerely,

Mr. Charles H. Crawford: Past President: National Capital Area Chapter, American Council of the blind of Maryland.



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Announcements and Updates  
**DATE:** March 12, 2020

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The attached documents provide updates on activities that are not included as separate items on the TPB agenda.



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## Memorandum

To: Transportation and Climate Initiative Leadership Team  
From: Signatory Agencies  
On: February 28, 2020  
Re: Comments Regarding the Transportation and Climate Initiative Draft Memorandum of Understanding

The undersigned regional planning organizations believe the overall mission of TCI to improve transportation, develop the clean energy economy and reduce carbon emissions from the transportation sector is timely and critical to effectively address the challenge of climate change. We appreciate the opportunity to comment on the TCI's draft Memorandum of Understanding for a regional low-carbon transportation program to reduce climate-changing emissions and invest in cleaner transportation, healthier communities, and more resilient infrastructure. We believe proposed the cap-and-invest program could be a key component of a comprehensive strategy to address the social, economic, and environmental impacts of climate change on our cities and towns.

Over the past several months, regional planning agencies<sup>1</sup> from throughout the TCI states and the District of Columbia have convened to discuss the importance of an equitable and robust TCI policy framework, and we are pleased to see the policy development process move forward in a timely and inclusive manner. Most recently, our organizations came together in Washington, D.C. in January 2020 to discuss the recently released draft Memorandum of Understanding (MOU). We commend the TCI leadership team for reaching this important milestone and look forward to working with you to advance the initiative.

Regional planning entities are uniquely poised to play a valuable role in educating our constituencies about the need and beneficial impacts of a cap and invest program. One of our core functions is to convene local and regional stakeholders on critical land use, transportation, and climate issues facing our communities today and in the future. We often provide direct technical assistance to cities and towns to address these challenges, and in many cases, this work happens in collaboration with our state partners. Several COGs are also designated as MPOs to program federal transportation dollars. As a result of all these functions, we have deep knowledge and expertise around regional and state transportation and climate needs.

As the TCI jurisdictions work toward developing a final MOU, we encourage the leadership team to consider the following elements that our organizations see as crucial to the successful implementation of a cap-and-invest program:

### **Program Design**

**TCI investments should lead to significant, measurable reductions in transportation emissions as well as improve transportation options in Environmental Justice (EJ), low-income, and/or rural communities.**

To maximize the impact of the funds generated from a cap-and-invest strategy and to build support for the program, revenue should be allocated toward investments that will yield significant and measurable

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<sup>1</sup> These agencies include Councils of Governments (COGs), Metropolitan Planning Organizations (MPOs), Regional Planning Commissions (RPCs), and Regional Planning Agencies (RPAs), with the precise names often varying across states.

reductions in transportation emissions. TCI jurisdictions should adopt a common set of performance standards for evaluating investment decisions over the short and long term, with specific and agreed-upon procedures to integrate what is learned into future investment decisions. The jurisdictions, along with their partners at the regional and local level, should also work toward the shared goal of increasing the low-carbon travel mode share in the region.

At the same time, we must acknowledge that residents in EJ, low-income, and/or rural communities have often faced chronic disinvestment in safe and affordable transportation infrastructure, and in many cases a disproportionate impact of the pollution associated with transportation. TCI offers an opportunity to redress these legitimate grievances by targeting significant investments to improve transportation options in these communities – investments that should be accompanied by the adoption of complementary policies designed to improve public health outcomes and to promote economic opportunity.

**Regional planning entities should be active partners throughout the development and implementation of TCI.**

Technical analysis and related work activities associated with assessment of travel demand and on-road motor vehicle emissions to inform the emissions caps and investment opportunities should be coordinated and aligned with the existing federally-mandated modeling and planning work of regional agencies. This is crucial to ensure consistency with regional transportation planning and also to leverage and complement federal and state dollars MPOs currently program in their Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and Unified Planning Work Program (UPWP). In addition to these technical capabilities, one primary function of regional planning entities is to convene our municipal and regional stakeholders who will have a role in implementing the investments. We strongly encourage TCI jurisdictions to look to our regional entities as facilitators for conversations around TCI, especially when looking to advance this initiative among local elected officials, during both program design and implementation.

**The final program design should be flexible enough to allow for new states to join over time.**

As has been the case with the Regional Greenhouse Gas Initiative, TCI should allow for new states to join after the initial cohort of jurisdictions sign on to the final MOU. This will allow the program to capture a larger share of emissions from transportation and it will keep open the possibility of linking with other cap-and-invest programs elsewhere in the country. To accommodate the addition of new jurisdictions, the program design should retain enough flexibility to allow for the emissions cap and rate of reduction to adjust over time.

**Investments**

**While investments should focus on reducing transportation emissions, each participating jurisdiction should be able to decide on the investment portfolio that best suits local needs.**

Our organizations are deeply concerned about the equitable investment of TCI revenue, including balancing different needs in urban, suburban, and rural areas. TCI jurisdictions should have the flexibility to invest program revenue in solutions that will help achieve emission goals in communities with varying density and transit access. In addition to using TCI revenue to improve and expand public transit options, the jurisdictions should also consider allowing for investments in transit-oriented affordable and mixed-income housing and other measures that would help to reduce emissions. Such land-use solutions will help to reduce our dependence on automobiles, make it easier for more people to take transit, encourage walking and biking, and shorten the duration of many auto trips. Such changes must be an important piece of a broader strategy to reduce transportation emissions. We encourage having a variety of investment options be on the table when considering how this program can most effectively make transformative changes to our transportation system across the TCI region.

**TCl revenue must be generated and invested transparently.**

Information about the amount of revenue generated, the investments made, and the anticipated emissions reductions should be publicly available online and in physical locations. Any performance measures or emissions targets developed as part of this program should also be made available, along with regular reports highlighting progress toward emission reduction goals. While the draft framework references a commitment to meaningful community engagement, the TCl jurisdictions should specifically continue community listening sessions throughout program implementation to gather additional feedback for ongoing investments.

**TCl jurisdictions should ensure the possibility for multi-state investments.**

Some regional planning entities serve communities located in two or more TCl jurisdictions, and they know well the challenges associated with inter-state or state-district collaboration. While the draft framework reasonably notes that each jurisdiction will make its own decisions about how proceeds are to be invested, there should be the opportunity to make investments across multiple participating jurisdictions. Multiple jurisdictions that wish to come together to invest in, say, electric charging stations for I-95 or Amtrak improvements, they should be clearly allowed to do so, and any regulatory questions regarding how TCl funds may be disbursed across multiple jurisdictions should be answered once the dollars become available.

Thank you for your consideration of these principles, and we look forward to working with you on this important initiative.

Sincerely,

John Filchak  
Executive Director  
Northeastern Connecticut Council of Governments  
Dayville, Connecticut

Linda Dunlavy  
Executive Director  
Franklin Regional Council of Governments  
Greenfield, Massachusetts

Marc Draisen  
Executive Director  
Metropolitan Area Planning Council  
Boston, Massachusetts

Kimberly H. Robinson  
Executive Director  
Pioneer Valley Planning Commission  
Springfield, Massachusetts

Barry Seymour  
Executive Director  
Delaware Valley Regional Planning Commission  
Philadelphia, Pennsylvania

Charlie Baker  
Executive Director  
Chittenden County Regional Planning Commission  
Winooski, Vermont

Peter G. Gregory, AICP  
Executive Director  
Two Rivers-Ottawaquechee Regional Commission  
Woodstock, Vermont

Chuck Bean  
Executive Director  
Metropolitan Washington Council of Governments  
Washington, D.C.

Leslie Wollack  
Executive Director  
National Association of Regional Councils  
Washington, D.C.







## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Jon Schermann, TPB Transportation Planner  
**SUBJECT:** Regional Safety Study Update  
**DATE:** March 12, 2020

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This memo provides a high-level overview of the scope and work plan for the Analysis of Regional Roadway Safety Outcomes study, covers the recent contract extension, and describes when future safety agenda items may come before the Technical Committee and the Transportation Planning Board.

### **ANALYSIS OF REGIONAL ROADWAY SAFETY OUTCOMES**

Cambridge Systematics was selected as the consultant to conduct the Analysis of Regional Roadway Safety Outcomes study (hereafter referred to as the Regional Safety Study) under the guidance of a Technical Advisory Panel (TAP) comprised of TPB staff as well as representatives from DDOT, MDOT, and VDOT. A kickoff meeting for the project was held on June 26, 2019. A summary of the objectives of the study as well as an outline of the work plan is provided below.

### **STUDY OBJECTIVES**

The objectives of the study are:

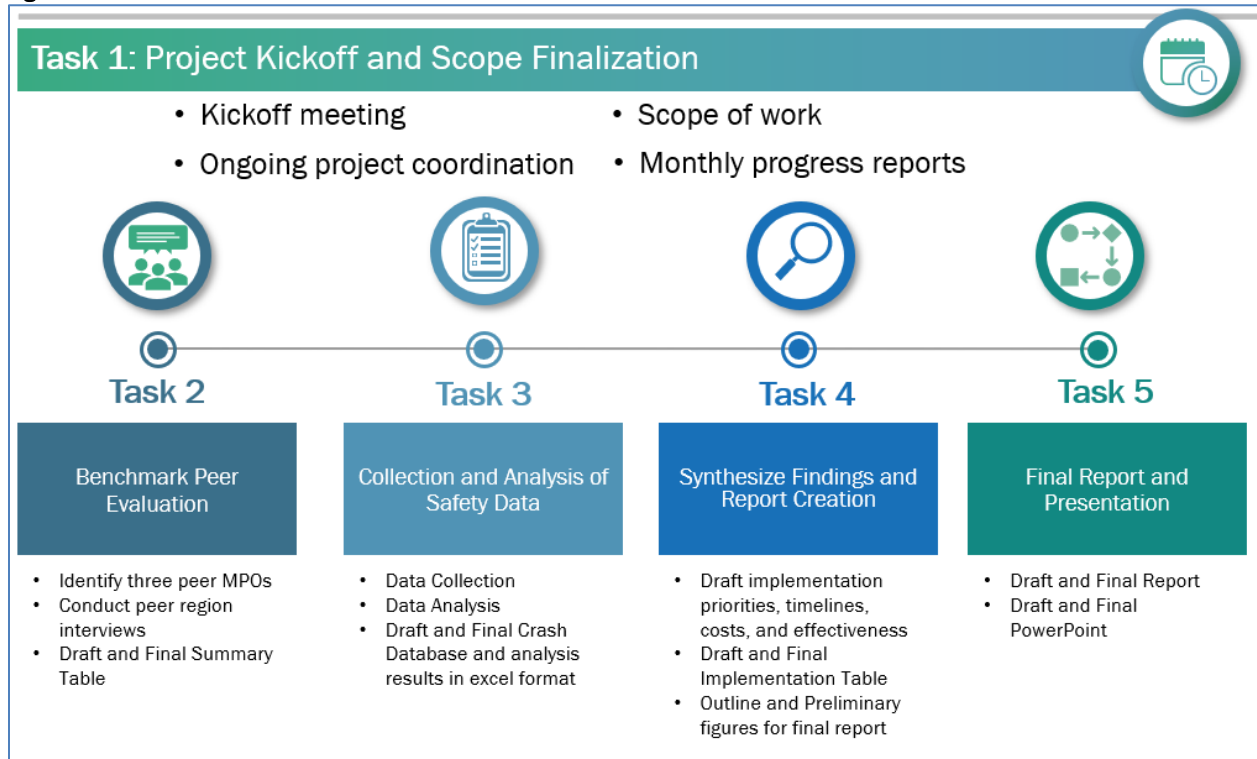
- to understand the factors contributing to fatal and serious injury crashes in the National Capital Region;
- to determine where crashes on the roadway transportation network are over-represented;
- to identify and recommend proven effective solutions (policy, programmatic, project);
- to provide the TPB and member jurisdictions specific suggestions to improve safety; and
- to inform future Transportation Safety Subcommittee and Street Smart efforts.

An outline of the work plan is provided on the following page.

## WORK PLAN OUTLINE AND SCHEDULE

The work is organized into five broad tasks as outlined in Figure 1 below.

Figure 1: Work Plan Tasks



## CURRENT STATUS

The Benchmark Peer Evaluation task (Task 2) is complete. Task 3 (Collection and Analysis of Safety Data) is nearly complete and Tasks 4 and 5 are in process.

## REGIONAL SAFETY STUDY – CONTRACT EXTENSION

The contract with Cambridge Systematics has been extended from February 28, 2020 to November 30, 2020. This will ensure that TPB staff will have consultant support through the roll out process and will enable additional crash data analysis.

## ADDITIONAL SCOPE ITEMS

The following items were added to the scope as part of the contract extension:

- Meeting Support: this covers the development of additional PowerPoint slide decks (with speaking notes) and staff support for the several Safety Subcommittee, Technical Committee, Citizen’s Advisory Committee and Transportation Planning Board meetings during the extended period of performance.
- Emphasis Area Analysis: this covers one more “deep dive” analysis in addition to the three already conducted (pedestrians, intersections, and major arterials).
- Safety Events: this covers planning support and facilitation for two safety events.
- Data Update and Training: this enables the consultant to update our new regional crash database with crash data for 2018. It also covers training TPB staff on how to input crash data for future years and how to generate analysis results.

## SCHEDULE OF SAFETY BRIEFINGS TO THE TECHNICAL COMMITTEE AND THE TRANSPORTATION PLANNING BOARD

Table 1 shows the current schedule for how the safety study results as well as other safety-related agenda items (such as the next round of annual regional highway safety targets) will be addressed by the TPB and the Technical Committee.

**Table 1: Tentative CY 2020 Safety Agenda Items\***

Month	Technical Committee	Transportation Planning Board
April 2020	Washington Regional Alcohol Program (WRAP) update/recommendations Safety Study Update	Washington Regional Alcohol Program (WRAP) recommendations
May 2020	Safety Study Update with preliminary findings and recommendations	
June 2020	Safety Study Update with findings and recommendations	Safety Study Update with findings and recommendations
September 2020	Safety Study Update Methodology for PBPP Highway Safety Targets State DOT Safety Target Updates	Safety Study Update
October 2020	State DOT Safety Target Updates Staff Proposed Regional Safety Targets	
November 2020	Staff Recommended Regional Safety Targets	Staff Recommended Regional Safety Targets
December 2020		Adopt Regional Safety Targets

\* Note: The Police Chiefs Committee will be offered the opportunity to provide highway safety recommendations for inclusion in the overall package of recommendations to the TPB. If they do this, they will be added to the Technical Committee and TPB agendas as appropriate.

It is anticipated that the proposed schedule outlined above will be updated based on feedback from the Technical Committee and TPB members.

## SAFETY BRIEFING SHEET FOR THE MEDIA

TPB staff have received multiple media inquiries about the regional safety study. To help frame the stories and provide context, staff has developed the attached media briefing sheet for our Communications Office to use when responding to future media inquiries.

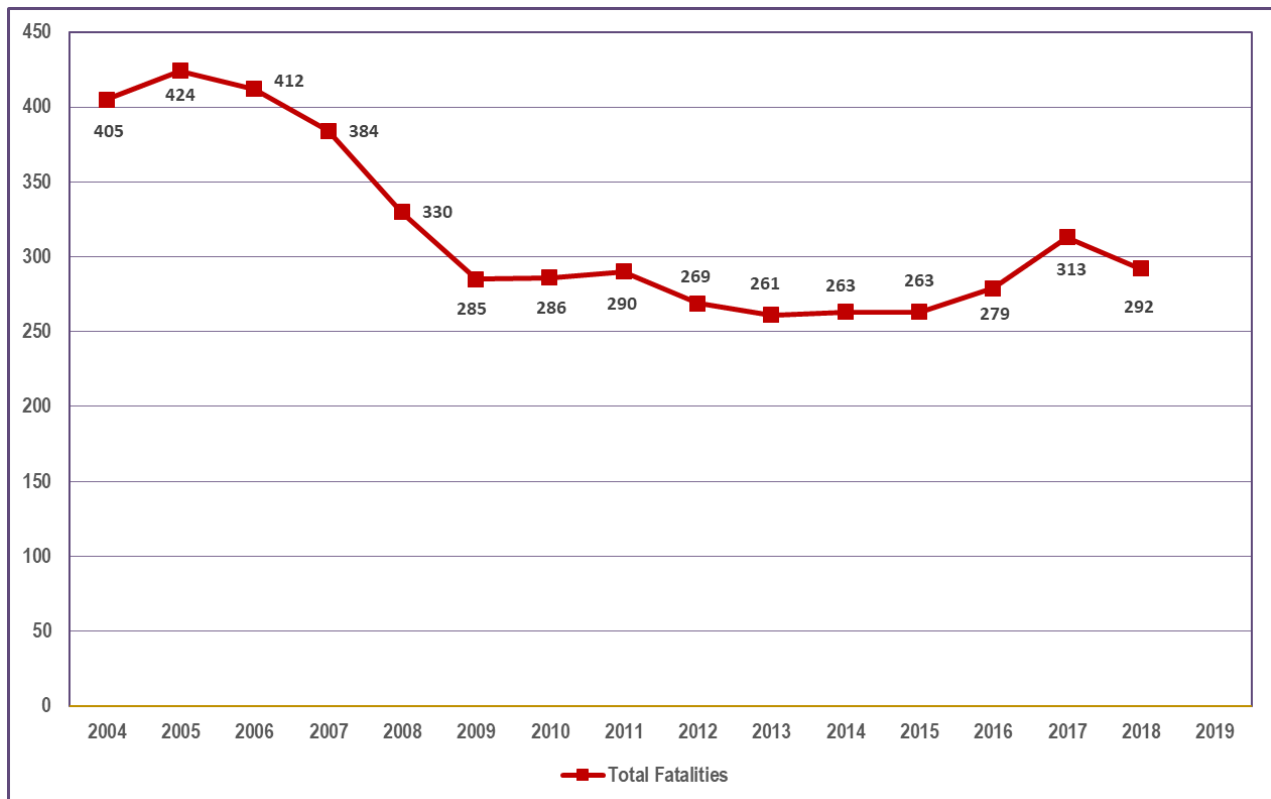


## TPB Safety Activities Fact Sheet

### BACKGROUND

Fatalities resulting from roadway crashes in metropolitan Washington have increased in recent years (see Figure 1). The Transportation Planning Board (TPB) is concerned about roadway safety in the region and has intensified efforts to improve safety outcomes.

**FIGURE 1: Metropolitan Washington: Total Annual Roadway Fatalities 2004-2018**



### TPB SAFETY ACTIVITIES

Since 2002, the Metropolitan Washington Council of Governments' [Street Smart](#) program has sought to raise awareness about pedestrian and bicycle safety. The region-wide public safety campaign educates drivers, pedestrians, and bicyclists about safe use of roadways in the District of Columbia, suburban Maryland, and Northern Virginia. In addition to the Street Smart program, the TPB's Transportation Safety Subcommittee meets regularly to coordinate on safety issues with our local jurisdictions and state Department of Transportation partners

In 2019, the TPB invited the District of Columbia, Maryland, and Virginia Departments of Transportation to share their efforts to reduce traffic fatalities and serious injuries in the region and to solicit their ideas for what more the TPB can do to help.

In May 2019, the TPB commissioned a Regional Roadway Safety Study for the metropolitan Washington region to delve deeper into the issue.

## REGIONAL SAFETY STUDY

The study is currently underway and is being advised by a panel of TPB staff and highway safety officials from the District of Columbia, Maryland, and Virginia. All findings are being vetted through the TPB and various supporting committees. The study is expected to be released in Fall 2020.

The objectives of this study are:

- to understand the factors contributing to fatal and serious injury crashes;
- to determine where crashes on the roadway transportation network are over-represented;
- to identify and recommend proven effective solutions;
- to provide the TPB and member jurisdictions specific suggestions to improve safety; and
- to inform TPB staff's future efforts on roadway safety.

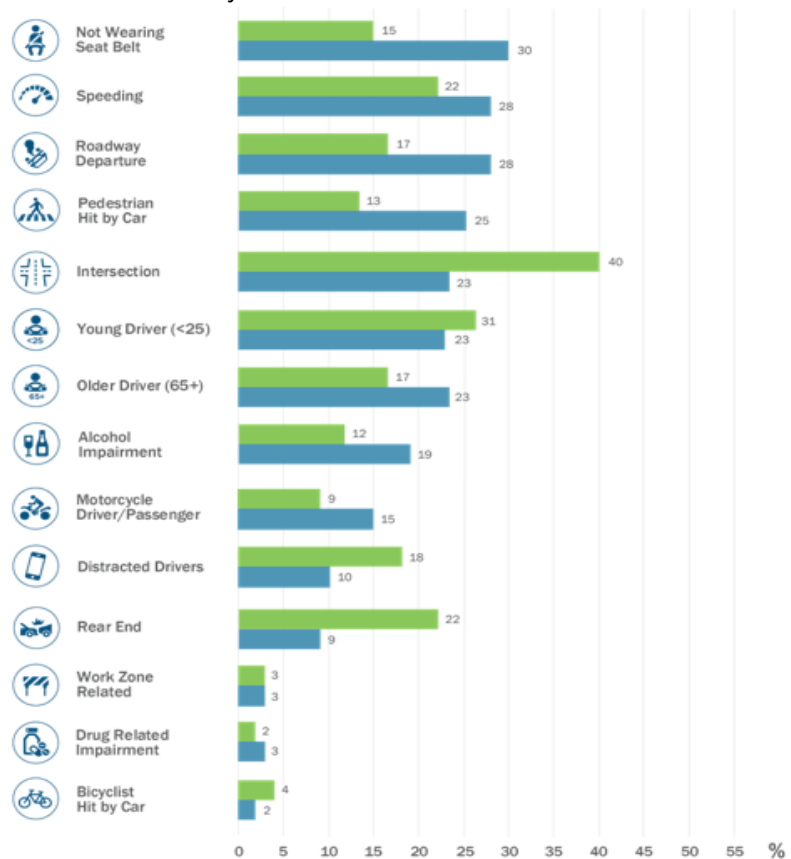
## FACTORS AFFECTING ROADWAY CRASHES

Analysis of the data<sup>1</sup> show that people not wearing seat belts is the number one contributing factor in fatal crashes. In fact, 30 percent of fatal crashes involve someone not wearing their seat belt. The second most common factor in fatal crashes is tied between excessive speed and roadway departure. Twenty-eight percent of fatal crashes in the region involve someone speeding and 28 percent of fatal crashes involve a vehicle leaving the roadway. This is an example of two factors being related in that someone driving too fast is more likely to run off the road. The third most

# Factors Affecting Roadway Crashes (2013-2017)

Note: the percentages do not add up to 100 because most crashes are affected by multiple factors - for example speeding, impairment, and not wearing a seat belt can all be factors in a single fatal crash.

■ Serious Injuries ■ Fatalities



<sup>1</sup> The crash data were acquired from the Maryland State Highway Administration, The Virginia Department of Transportation, the District Department of Transportation, and the National Highway Traffic Safety Administration.

common type of fatal crash occurs when a driver hits a pedestrian – this is a factor in 25 percent of fatal crashes in the region.

## **HOW YOU CAN HELP – TRAFFIC SAFETY TIPS**

Everyone in our region can do something to save lives. The following are traffic safety tips from the Street Smart campaign.

If you're driving,

- Slow down and obey the speed limit.
- Stop for pedestrians at crosswalks.
- Be careful when passing buses or stopped vehicles.
- When turning, yield to people walking and biking.
- Look for bicyclists before opening your door.
- Allow at least 3 feet when passing bikes.
- Avoid using your cell phone and never text while driving.

If you're walking,

- Cross the street at the corner and use marked crosswalks when they're available.
- Use the pushbuttons.
- Wait for the walk signal to cross the street.
- Watch for turning vehicles.
- Before crossing, look left, right, and left again.
- Be visible. Wear something light or reflective after dark.
- Watch out for blind spots around trucks and buses.
- Avoid using your cell phone while you're crossing the street.
- On an off-street trail, obey all posted signage and approach intersections with caution.

If you're biking,

- Obey signs and signals.
- Never ride against traffic.
- Ride in a straight line at least 3 feet from parked cars.
- Use hand signals to tell drivers what you intend to do.
- Wear a helmet.
- Use lights at night and when visibility is poor.
- On an off-street trail, obey all posted signs and approach intersections with caution.



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Andrew Meese  
TPB Systems Performance Planning Director  
**SUBJECT:** Preparations for TPB Connected and Autonomous Vehicles Forums  
**DATE:** March 12, 2020

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This memorandum reviews preparations for TPB-sponsored winter/spring 2020 connected and autonomous vehicles forum events, the first of which (Technical Forum #1) will take place on March 31 (more details below).

## **BACKGROUND**

Connected and autonomous vehicles (CAVs) are becoming a reality. While the timeframe for widespread adoption can be debated, there can be no doubt that a more connected and automated society is in our future. Automobile manufacturers and technology companies are racing to get the upper hand in the CAV field.

Of particular importance to the TPB is how CAVs will fit into the long-range transportation planning process. Jurisdictions are considering how these new technologies may impact current and future infrastructure and plans. The FY 2020 Unified Planning Work Plan (UPWP) included a regional forum on the topic, now envisioned to be multiple forums, with assistance from TPB's on-call consultant team. These activities will advise on the topic of CAV in the context of the TPB's role as the federally-designated Metropolitan Planning Organization (MPO) for the National Capital Region.

## **ADVISORY GROUP**

TPB staff has convened a CAV Forums Advisory Group to advise planning of the workshops. The advisory group is composed of several member agency technical representatives with a variety of perspectives and expertise, including:

- Bob Brown, Loudoun County
- Carole Delion, Maryland Department of Transportation – State Highway Administration
- Amanda Hamm, Virginia Department of Transportation Central Office
- Keith Jasper, Northern Virginia Transportation Authority
- Ed Jones, Prince George's County Department of Public Works and Transportation
- Kelli Raboy, District Department of Transportation
- Amir Shahpar, Virginia Department of Transportation Northern Virginia

Advisory Group meetings are taking place approximately monthly, conducted by conference call/webinar.

## TOPICS

Director Kanti Srikanth presented at an April 29, 2019 VDOT CAV forum and described the following as being regionally important CAV topics:

- Regionally consistent laws, policies, standards, and guidance to make CAV beneficial to all
- Data exchange, which will be critical for CAV operations
- Reimagining transportation infrastructure and operations
- Freight movement's unique needs.

Forum discussion topics, of course, are not limited to this list, but we hope to reflect these ideas, as well as safety, equity, and others. Also, we are striving to put together sessions that are particularly relevant to transportation planning in the National Capital Region, and are not unnecessarily redundant with other recent or current CAV-related events or activities.

## EVENT SPECIFICS

Three events are planned. The first two workshops will convene transportation technical staff along with representatives from the TPB's Citizens Advisory Committee and Access for All Advisory Committee. Following and advised by the two workshops will be a TPB Work Session, oriented to TPB member officials.

Target participants for the March 31 and May 14 forums will be TPB Technical Committee members and other member agency technical personnel. Members of the public are welcome, but these will be oriented as a "practitioner" events, with Board member engagement and public outreach anticipated for future events and activities. The events are scheduled as follows:

- **Technical Forum #1**, Tuesday, March 31, 9:30 A.M. to 2:30 P.M., COG Board Room
  - Goals:
    - Establish a common baseline of CAV concepts, terms, and issues
    - Inform participants of activities at the federal and state levels
    - Review and discuss potential impacts of CAV in the next 5 to 10 years.
  - For registration (free but pre-registration required), please visit [www.mwcog.org/cavforum](http://www.mwcog.org/cavforum).
- **Technical Forum #2**, Thursday, May 14, 9:30 A.M. to 2:30 P.M., COG Board Room
  - Goals:
    - Discuss how CAV impacts MPO and local jurisdiction responsibilities
    - Discuss what MPO and TPB members need to prepare/plan
    - Recommendations of actions for MPO next steps.
- **TPB Work Session**, Wednesday, June 17 (proposed date), 10:00 A.M. to 11:45 A.M., (immediately prior to that day's TPB meeting), Location to Be Announced
  - Present findings and recommendations from the two forums and an expert consultant-produced white paper, for TPB consideration.



Webinar options will be available. Staff also will be monitoring the situation regarding COVID-19 for any action or rescheduling that might be necessary.

Agendas, including for the March 31 forum, are still being finalized, and will be announced soon. Surveys of participants being conducted prior to and during workshops to help guide discussions. Breakout group portions during the forums will provide opportunities to delve into topics.

Additionally, staff is engaging with the TPB's Access for All Advisory Committee and Citizens Advisory Committee. Representatives of those committees are invited to participate in the forums, and staff will also participate in those committees' upcoming meetings to gather their input.

## **POTENTIAL SPEAKERS**

Staff is in the process of inviting potential speakers from a variety of perspectives and expertise. Also included will be representatives of member agencies and key stakeholder groups. CAVs encompass a broad range of topics at the local, national, and global levels; TPB staff's emphasis will be on aspects in the TPB's purview and specifically related to TPB's long-range transportation planning.

Anticipated March 31 speakers included national expert Paul Lewis of the Eno Transportation Center; FHWA DC Division Administrator Christopher Lawson to provide a federal perspective; VDOT's Emerging Technologies Deployment Director Hari Sripathi for a particularly relevant implementation perspective; freight expert Nicole Katsikides of the Texas A&M Transportation Institute; and Ryan Westrom of Ford for an industry perspective. Other speakers will have perspectives on CAVs regarding safety, bicycle and pedestrian planning, and traffic engineering/Manual of Uniform Traffic Control Devices changes.

## **NEXT STEPS**

Forum planning continues. Save-the-date announcements have been emailed to the TPB Technical Committee and other key technical representatives, with more detailed announcements to follow when they are available. For any questions or comments, please contact Andrew Meese at [ameese@mwkog.org](mailto:ameese@mwkog.org).





## MEMORANDUM

**TO:** Transportation Planning Board  
**FROM:** Nicholas Ramfos, Transportation Operations Programs Director  
**SUBJECT:** Telework Resources Aspirational Initiative Update  
**DATE:** March 12, 2020

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In December 2018, the TPB adopted a Telework TDM Initiative as part of the region's Visualize 2045 aspirational initiatives (Resolution 10-2019). The resolution encourages members to take actions to develop projects, programs, and policies that would implement TPB's Visualize 2045 Aspirational Initiatives. There were three specific Commuter Connections initiatives adopted in Resolution R10-2019 including:

1. Examine ways in which existing service applications and programs can be enhanced to integrate the gamification and rewards aspects for technology.
2. Member jurisdictions of the Washington region collaborate with WMATA for targeted outreach to area employers to increase participation in SmartBenefits.
3. ***Develop policy templates for small and mid-size employers to adopt and develop flextime and telework programs at their worksites.***

The third initiative listed above was recently completed with the help of a Commuter Connections Telework Work Group meeting and exchanging information beginning last fall. The result has included the following items that have been updated on the Commuter Connections website ([www.commuterconnections.org](http://www.commuterconnections.org)) in both the "Employer" and "Commuter" sections:

- Tips for teleworking "Do's and Don'ts" for both managers and employees
- Updated listing of coworking centers/shared workspaces/Telework Centers
- An updated and downloadable Telework Poster that employers may use
- Update of a self-help guide for employees seeking to telework or who are looking to become more productive while teleworking
- Update of a virtual tour and overview presentation of telework centers (e.g. Coworking Centers) that describes how these spaces operate
- Added sample program guidelines that can be used to construct a telework program at worksites
- Added a sample "teleworker agreement"
- Added FAQs regarding telework and FAQs regarding Alternative Work Schedules (AWS)
- Added sample program guidelines that can be used to develop an AWS policy at worksites
- Added a sample "program agreement" that can be used by employers for individuals who elect to work alternative schedules
- Added tips for compressed work week "Do's and Don'ts" for both managers and employees.

The Telework and AWS resources are now available to download, review and share with employers through outreach activities by Commuter Connections Employer Services representatives. The timing

of releasing this information will also assist employers given the fluid situation with COVID-19 and a strong interest in continuity of business operations.

Commuter Connections is also be running a social media campaign as shown below through early April to promote the updated telework resources.

**When Employees Telework, it's Mutually Beneficial.**

Less time and money spent commuting results in better work/life balance, higher morale and productivity. As a guiding force on Telework, Commuter Connections provides free employer assistance to establish or expand telework programs based on your needs. [commuterconnections.org](http://commuterconnections.org) 800 745-7433.





## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Nicholas Ramfos, Transportation Operations Programs Director  
**SUBJECT:** Federal Transit Administration's Innovative Coordinated Access and Mobility Pilot Program (ICAM); Catalog of Federal Domestic Assistance (CFDA) number: 20.513  
**DATE:** March 12, 2020

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In November 2019, FTA approached TPB/COG staff about becoming the Designated Recipient of its Innovative Coordinated Access and Mobility Pilot Program (ICAM) funding for two subrecipients who are current subrecipients of the 5310 Enhanced Mobility Program of which TPB is the Designated Recipient. The request was made due to amount of work required to become an eligible recipient of Federal funds, which was too onerous for the small non-profit entities awarded the funds. Across the country, other Designated Recipients of Federal funds were also asked to step in so their communities could benefit from the ICAM dollars.

Following negotiations on the role and responsibilities, TPB, through its administrative agent COG, agreed to act as Designated Recipient for \$392,428 in Federal funds on behalf of subrecipients Boat People SOS (\$101,928 Federal) and Capitol Hill Village (\$290,500 Federal). COG's responsibilities will be to develop and submit an application in TrAMS, FTA's grants management system, file Quarterly Milestone Progress Reports and Federal Financial Reports, review and approving invoices, and make drawdowns and reimburse the subrecipients for the 18-month period of the awards.

The COG Board was asked to approve the receipt of the ICAM grant funds during its February 12, 2020 meeting. Resolution R9-2020 authorizing COG to receive and expend grant funds from the Federal Transit Administration for its ICAM Mobility Pilot Program was approved and COG will act as the administrative agent for the project.

COG/TPB is currently working on completing an application in TrAMS to receive the funds from FTA and contract with the two subrecipients to manage the awards.





## MEMORANDUM

**TO:** Transportation Planning Board  
**FROM:** John Swanson, Transportation Planner  
**SUBJECT:** Upcoming Solicitations for Applications for the Transportation Alternatives Set-Aside Program  
**DATE:** March 12, 2020

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## SUMMARY

Under the federal Transportation Alternatives Set-Aside (TA Set-Aside) Program, the TPB is responsible for selecting projects using sub-allocated funding for Suburban Maryland, Northern Virginia, and the District of Columbia. The TA Set-Aside, which is part of the Surface Transportation Block Grant Program, was previously known as the Transportation Alternatives Program (TAP) and that name is still commonly used.

The next solicitation periods for TA Set-Aside applications have been scheduled as follows:

- District of Columbia  
Spring - Early Summer 2020  
See [ddot.dc.gov/page/transportation-alternatives-program](https://ddot.dc.gov/page/transportation-alternatives-program).
- Maryland  
April 15 - May 15, 2020  
See [www.roads.maryland.gov/mdotsha/pages/index.aspx?Pageld=144](http://www.roads.maryland.gov/mdotsha/pages/index.aspx?Pageld=144)
- Virginia
  - Pre-application Period: Likely to be May–June 2021
  - Application Period: Likely to be July – October 2021  
(NOTE: Virginia is on a two-year funding cycle)See [www.virginiadot.org/business/prenhancegrants.asp](http://www.virginiadot.org/business/prenhancegrants.asp).

Past recipients of technical assistance through the TPB's Transportation Land Use Connections (TLC) Program are encouraged to consider seeking funding through the TA Set-Aside Program. The TPB also encourages TA Set-Aside applications that support policies highlighted in Visualize 2045, our region's adopted long-range transportation plan.

## BACKGROUND

The Transportation Alternatives Set-Aside (TA Set-Aside) Program was established by federal law to fund a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, trails, safe routes to school (SRTS) projects, community improvements, and environmental mitigation. MAP 21, the surface transportation legislation enacted in 2012, established the program as the

Transportation Alternatives Program (TAP). The FAST Act of 2015 renamed the program as the Transportation Alternatives Set-Aside Program, but the key features of the program largely remain the same.

Information on the program is available from FHWA at:  
[https://www.fhwa.dot.gov/environment/transportation\\_alternatives/](https://www.fhwa.dot.gov/environment/transportation_alternatives/).

The program provides sub-allocated funding for large metropolitan planning organizations (MPOs) like the TPB (those classified as “Transportation Management Areas” or TMAs) to fund local projects. In addition to these sub-allocated funds, a portion of the TA Set-Aside funding is reserved for statewide project selection, which is conducted by the state departments of transportation.

For the National Capital Region, the program offers an opportunity to support and enhance regional planning activities. At the direction of the TPB, our region’s TA Set-Aside is framed as a complementary component of the TPB’s Transportation Land-Use Connections (TLC) Program, which provides technical assistance for small planning studies to TPB member jurisdictions. Past recipients of technical assistance through TLC are encouraged to consider seeking funding assistance through the TA Set-Aside Program.

The TA Set-Aside offers the region the ability to fund projects that support regional priorities and goals. Applicants from the National Capital Region are asked to show how their projects will serve regional criteria when they seek TA Set-Aside funds.

The selection criteria, which are rooted in TPB Policies and programs, include:

- Focus on expanding transportation options;
- Support for Regional Activity Centers;
- Access to high-capacity transit;
- Access in Equity Emphasis Areas;
- Support for high-priority regional trails; and
- Increased access for people with disabilities.

## **PROJECT SELECTION PROCESS**

Since the establishment of the program in 2012, the TPB has combined its solicitations with the state departments of transportation in the District of Columbia, Maryland, and Virginia. In each state, the state DOT conducts the solicitation through its website. Each state application also includes a supplementary form requesting information about how projects respond to the TPB’s regional priorities.

The following entities in the TPB’s planning area are eligible to apply: local governments (county, city, or town); regional transportation authorities; transit agencies; natural resource or public land agencies; school districts and agencies; and any local and governmental entity with oversight of transportation or recreational trails. Nonprofits are eligible to partner with any eligible entity on an application, if state or local requirements permit.

Applications must adhere to all federal requirements for the program, including providing a minimum 20 percent match.



The selection process is conducted separately for each state. Upon receipt of the applications, state staff screens the submissions for eligibility and conducts preliminary assessments of the proposed projects. Once applications are determined eligible, they are forwarded to the TPB for consideration and selection.

Working with the states, TPB staff conducts research on the proposed projects, which may include site visits and interviews with applicants. TPB staff convenes a separate selection panel for each state's applications. The panel members include COG/TPB staff as well as representatives from the state DOTs whose applications are not under consideration. Representatives from the DOTs in the states whose projects are under consideration are invited to participate in the selection process as technical resources.

Panel members individually review and score applications based on each reviewer's professional assessment (50 points) and regional selection criteria (50 points). The regional criteria are rooted in TPB policies and programs, with the understanding that some projects will not meet all criteria.

For each state, the panel's recommendations are forwarded to the TPB for approval. After that, the TPB's decision is forwarded to the DOT to include in the state's capital improvement program.

In addition to the funding allocated by the TPB, each DOT has responsibility for a statewide allocation of TA Set-Aside funding. The statewide funds represent half of the state's total allocation under the program. Project selection using these funds usually occurs after the TPB makes its selections, although a portion of Virginia's statewide funds are reserved for project selection by the district member of the Commonwealth Transportation Board. In recent year, the CTB member's selection process has been conducted in coordination with the TPB's project selection.

## **DETAILS FOR THIS YEAR**

Here are some details related to the processes in the TPB's three state-level jurisdictions:

### District of Columbia

- The next round of funding will be for FY 2021.
- The application will be made available on the DDOT website in the spring and will close in the early summer of 2020. DDOT expects to release the exact dates for the solicitation sometime in March.
- The FY 2021 sub-allocation to the TPB is expected to be \$1,150,000.
- The TPB is expected to approve D.C. projects for funding on July 22, 2020.
- For more information, contact Kelsey Bridges at DDOT, [kelsey.bridges@dc.gov](mailto:kelsey.bridges@dc.gov).

### Maryland

- The next round of funding will be for FY 2021.
- The application will be made available on the MDOT website on April 15, 2020.
- Applications are due by May 15, 2020.
- Application requirements for design and construction funding include the following: Construction funding will need to have 30 percent design plans, per MDOT SHA checklist and guidance, in order to be considered for construction funding. To be considered for design

funding, sponsors must include a completed concept, per MDOT SHA guidelines, as part of the application.

- The funding amount for the FY 2021 sub-allocation to the TPB is not yet known. For reference, however, the TPB in FY 2020 was sub-allocated \$1,217,150 for Maryland projects.
- The TPB is expected to approve Maryland projects for funding on July 22, 2020.
- For more information, contact Christy Bernal at SHA, [cbernal@mdot.maryland.gov](mailto:cbernal@mdot.maryland.gov).

#### Virginia

- The next round of funding will be for FY 2023 and FY 2024. (Virginia conducts project selection for the TA Set-Aside Program every two years. The TPB in February 2020 approved projects for FY 2021 and FY 2022).
- Applications are submitted through VDOT's SMART Portal.
- The pre-application form for the next round of funding is expected to be available on the VDOT website in May 2021.
- The pre-application period will likely be conducted between May and June of 2021.
- The application period is likely to be conducted between July and October of 2021.
- The funding amount for the next sub-allocation to the TPB is not yet known. For reference, however, the TPB for FY 2021 and FY 2022 was sub-allocated a total of \$5,579,514 – which is \$2,789,757 for each year.
- The TPB is expected to approve the next round of projects (FY 2023-24) in February of 2022.
- For more information, contact Pamela Liston at VDOT, [pamela.liston@vdot.virginia.gov](mailto:pamela.liston@vdot.virginia.gov).

#### TPB CONTACT

For more information about the TPB's role in this program, please contact John Swanson ([jswanson@mwkog.org](mailto:jswanson@mwkog.org); 202-962-3295) or Jaleel Reed ([jreed@mwkog.org](mailto:jreed@mwkog.org); 202-962-3321.)