

MEMORANDUM

District of Columbia
Bowie

June 7, 2004

College Park
Frederick County

TO: Transportation Planning Board

Gaithersburg
Greenbelt
Montgomery County

FROM: Ronald F. Kirby *RFK*
Director, Department of
Transportation Planning

Prince George's County
Rockville

Takoma Park
Alexandria

RE: Program Committee Actions

Arlington County
Fairfax

Fairfax County
Falls Church

At its meeting of June 4, 2004, the TPB Program Committee approved the following resolutions:

Loudoun County
Manassas

- ❖ TPB PR20-2004: Resolution on an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) that is exempt from the Air Quality Conformity Requirement to modify the funding source for the Compressed Natural Gas (CNG) fueling station as requested by the Montgomery County Department of Public Works and Transportation;
- ❖ TPB PR21-2004: Resolution on an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) that is exempt from the Air Quality Conformity Requirement to fund two Transportation Emissions Reductions Measures (TERMS) as requested by the Maryland Department of Transportation (MDOT);
- ❖ TPB PR22-2004: Resolution on an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) that is exempt from the Air Quality Conformity Requirement to include funding for the White Oak FDA transit facility in Montgomery County as requested by the Maryland Department of Transportation (MDOT);
- ❖ TPB PR23-2004: Resolution on an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) that is exempt from the Air Quality Conformity Requirement to fund a highway video monitoring and ITS integration project in Alexandria, the ways to work program for Northern Virginia, and a road improvement study within Fort Belvoir in Fairfax County as requested by the Virginia Department of Transportation (VDOT);

Manassas Park
Prince William County

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

TPB PR20- 2004
June 4, 2004

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2004-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO MODIFY THE FUNDING SOURCE FOR THE COMPRESSED NATURAL GAS
(CNG) FUELING STATION AS REQUESTED BY THE MONTGOMERY COUNTY
DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION**

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 Transportation Equity Act for the 21st Century (TEA-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

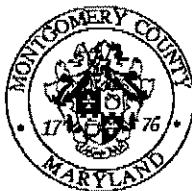
WHEREAS, on December 17, 2003 the TPB adopted the 2003 Constrained Long-Range Transportation Plan (CLRP) and the FY 2004-2009 Transportation Improvement Program (TIP); and

WHEREAS, in the attached letter of May 27, 2004, the Montgomery County Department of Public Works and Transportation has requested an amendment to the FY 2004-2009 TIP to modify the funding source for the CNG fueling station project, as described in the attached materials; 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 August 15, 1997 *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Program Committee of the National Capital Region Transportation Planning Board amends the FY 2004-2009 TIP to modify the funding source for the CNG fueling station project in Montgomery County, as described in the attached materials.

Adopted by the Program Committee of the Transportation Planning Board at its regular meeting on June 4, 2004.



DEPARTMENT OF PUBLIC WORKS
AND TRANSPORTATION

Douglas M. Duncan
County Executive

Albert J. Genetti, Jr., P.E.
Director

May 27, 2004

The Honorable Chris Zimmerman
Chairman, National Capital Region
Transportation Planning Board
Metropolitan Washington Council of Governments
777 N. Capitol Street, N.E., Suite 300
Washington, D.C. 20002-4239

Dear Chairman Zimmerman:

The Montgomery County Department of Public Works and Transportation (DPWT) requests an amendment to the FY 2004-2009 Transportation Improvement Program (TIP). The purpose of this amendment is to change the funding source to include federal funds and state funds for a conformity-exempt transit project that is currently in the TIP with state and local funding only. This project is the construction of a Compressed Natural Gas (CNG) fueling station at the Equipment Management Operations Center (EMOC) facility on Crabbs Branch Road in Rockville.

The funding source and schedule is outlined below: (\$000)

| <u>FY</u> | <u>Source</u> | <u>Federal</u> | <u>State</u> | <u>Total</u> |
|-----------|---------------|----------------|--------------|--------------|
| 04 | CMAQ | 2,595 | 649 | 3,244 |

These federal funds will be used to design and construct a state-of-the-art CNG Fueling Station which converts standard pressure natural gas to CNG. The project will provide fast-fill capability for a total of 79 CNG buses and will allow the fueling process to be completed in a total of two to four hours (a major improvement over the current temporary site that takes six to eight hours to fuel a bus). Montgomery County DPWT requests that this item be placed on the Program Committee's June 4, 2004, agenda for consideration as appropriate.




Office of the Director

101 Monroe Street, 10th Floor • Rockville, Maryland 20850-2540 • 240/777-7170, FAX 240/777-7178
Located one block west of the Rockville Metro Station

Letter to The Honorable Chris Zimmerman
May 27, 2004
Page 2 of 2

Your consideration of this request is appreciated. If you have any questions regarding this item, please call David Moss at 240-777-7207.

Sincerely,


Michael C. Hoyt
Acting Director

cc: Ms. Marsha J. Kaiser, MDOT, Director, Office of Planning and Capital Programming
Ms. Kellie Gaver, MDOT, Assistant Director, Office of Planning and Capital Programming
Ms. Fatimah Hasan, MDOT, Regional Planner, Office of Planning and Capital Programming
Mr. Edgar Gonzalez
Mr. David Moss

CONSTRAINED LONG RANGE PLAN (CLRP)

Proposed Project or Action Description Form

1. Location and Jurisdiction

Facility: **CNG Fueling Stations**

From/At:

To:

Jurisdiction: **Montgomery County**

2. Submitting Agency: **Montgomery County**

Agency Project ID: **500321**

Last Modified On: **3/19/2003**

3. Project Type and Description

Construction

Transportation Emissions Reduction Measure (TERM)

Study

Illustrative Project

Other Action/Strategy

Description of project or action:

This project provides for design, construction, and/or acquisition of as state-of-the art Compressed Natural Gas (CNG) Fueling Station which converts standard pressure natural gas to CNG. The project will provide fast-fill capability for a total of 79 CNG buses and wil allow the fueling process to be completed in a total of two to four hours. The current CNG fueling site located at EMOC was intended to be a temporary site. The current compressors are commonly used at temporary installations and there is a danger that these compressors may fail due to heavy use. The current site utilizes slow-fill coupling sites, which take six to eight hours to fuel a bus. The slow-fill method is inefficient and often the buses are not fueled to capacity. Therefore, the buses are operating at their maximum mileage output.

No bicycle/pedestrian accomodations included

4. Project Phasing

| Project ID | In TIP | Improvement | Facility | From | To | # Lane | | Completion Date |
|------------|-------------------------------------|-------------|----------------------|------|----|--------|----|-----------------|
| | | | | | | From | To | |
| | <input checked="" type="checkbox"/> | | CNG Fueling Stations | | | | | 2004 |

5. Purpose/contribution to regional goals

6. Funding and Schedule Information

Cost (In Thousands): **\$4,216**

Date of completion or implementation: **2004**

Source: **State, Bonds,**

Cost and schedule remarks:

Facility Planning is underway.

7. CMS Documentation

Is this a highway capacity-increasing project on a limited access or other principal arterial highway? Yes No

If yes, does this project require a CMS Documentation form under the given criteria? Yes No

If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)

Proposed Project or Action Description Form

FY 2004-2009

1. Agency: **Montgomery County**

Last Modified On: **3/10/2003**

2. Location and Jurisdiction

Facility: **CNG Fueling Stations**

From/At:

To:

Jurisdiction: **Montgomery County**

3. Description of Project or Action

Construct a state of the art Compressed Natural Gas fueling station which convert standard pressure natural gas to CNG.

4. Project Status

In previous TIP, proceeding as scheduled

5. Environmental Review

6. Funding and Schedule Information

Date of completion or implementation: **2004**

| Source | FY | Amount | Phase | % Fed/State/Loc | |
|--------|------|---------|--------------|-----------------|-------|
| CMAQ | | | | | |
| | 2004 | \$3,244 | Construction | 80 | 20 |
| Local | | | | | |
| | 2004 | \$143 | P.E. | | 50 50 |
| | 2004 | \$829 | Construction | | 50 50 |

Cost and schedule remarks:

TPB PR21- 2004
June 4, 2004

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2004-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO FUND TWO TRANSPORTATION EMISSIONS REDUCTIONS MEASURES
(TERMS) 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 the Transportation Equity Act for the 21st Century (TEA-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, on December 17, 2003 the TPB adopted the 2003 Constrained Long-Range Transportation Plan (CLRP) and the FY 2004-2009 Transportation Improvement Program (TIP); and

WHEREAS, in the attached letter of May 26, 2004, MDOT has requested an amendment to the FY 2004-2009 TIP to fund the TERM to replace 55 Montgomery County buses with compressed natural gas (CNG) buses and the Commuter Choice Benefit/Tas Credit-Marketing Expansion TERM, as described in the attached materials; and

WHEREAS, these projects are included in the current conformity analysis and 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 August 15, 1997 *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Program Committee of the National Capital Region Transportation Planning Board amends the FY 2004-2009 TIP to fund the TERM to replace 55 Montgomery County buses with compressed natural gas (CNG) buses and the Commuter Choice Benefit/Tas Credit-Marketing Expansion TERM, as described in the attached materials.

Adopted by the Program Committee of the Transportation Planning Board at its regular meeting on June 4, 2004.



Maryland Department of Transportation
The Secretary's Office

Robert L. Ehrlich, Jr.
Governor
Michael S. Steele
Lt. Governor
Robert L. Flanagan
Secretary
Trent M. Kittleman
Deputy Secretary

May 26, 2004

The Honorable Christopher Zimmerman
Chairman
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington, D.C. 20002-4290

Dear Chairman Zimmerman:

The Maryland Department of Transportation (MDOT) requests an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) and the draft FY 2005-2010 TIP, to add CMAQ federal funding for two Transportation Emissions Reduction Measures (TERMs) that were part of the previous Governor's Initiative in 2002 to improve air quality in the Washington Region.

| <u>TERM</u> | <u>FY</u> | <u>Source</u> | <u>Federal</u> (\$000) | <u>State</u> (\$000) | <u>Total</u> (\$000) |
|--------------------------------------------------------------------------|-----------|---------------|---------------------------|-------------------------|-------------------------|
| (1) Replace 55 Montgomery County Buses with CNG Buses (TERM #203) | 2005 | CMAQ | \$3,300 | \$825 | \$4,125 |
| (2) Commuter Choice Benefit/Tax Credit - Marketing Expansion (TERM #214) | 2004 | CMAQ | \$1,000 | \$250 | \$1,250 |
| | 2005 | CMAQ | \$1,000 | \$250 | \$1,250 |

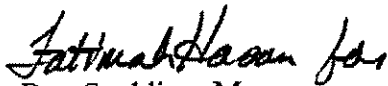
Although air quality conformity determination credit was already taken in the FY 2003-2008 TIP, we would like to request they be added to the list of TERMS in the FY 2004-2009 TIP so that CMAQ funding can be used for these TERMS.

MDOT requests that this item be placed on the Transportation Planning Board's (TPB) Program Committee's June 4, 2004 agenda for consideration as appropriate.

The Honorable Christopher Zimmerman
Page Two

We appreciate your cooperation in this matter. If you have any questions regarding this item, please call Ms. Fatimah Hasan at 410-865-1279.

Sincerely,



Ron Spalding, Manager
Regional Planning & Programming
Office of Planning & Capital Programming

cc: Mr. BJ Berhanu, Regional Planner, Maryland Transit Administration, Maryland Department of Transportation
Ms. Tawanda Carter, Maryland Transit Administration, Maryland Department of Transportation
Mr. Mark Donovan, Maryland Transit Administration, Maryland Department of Transportation
Ms. Kellie J. Gaver, Assistant Director, Office of Planning and Capital Programming, Maryland Department of Transportation
Mr. Ed Gonzalez, Deputy Director, Transportation Policy, Montgomery County Department of Public Works and Transportation
Ms. Fatimah A. Hasan, Regional Planner, Office of Planning and Capital Programming, Maryland Department of Transportation
Ms. Marsha J. Kaiser, Director, Office of Planning and Capital Programming, Maryland Department of Transportation
Mr. David Moss, Manager III, Office of the Director, Montgomery County Department of Public Works and Transportation
Ms. Nancy Noonan, Manager of Statewide Planning, Maryland Transit Administration, Maryland Department of Transportation
TPB Members

CONSTRAINED LONG RANGE PLAN (CLRP)

Proposed Project or Action Description Form

1. Location and Jurisdiction

Facility: **Transportation Emissions Reduction M**
 From/At:
 To:
 Jurisdiction: **Montgomery County, Prince George's C**

2. Submitting Agency: MDOT/State Highway Administration

Agency Project ID:
 Last Modified On: **5/27/2004**

3. Project Type and Description

- Construction
 Study
 Transportation Emissions Reduction Measure (TERM)
 Illustrative Project
 Other Action/Strategy

Description of project or action:

M47C: Employer Outreach - Guaranteed Ride Home Program
M70A: Bicycle Parking
M70B: Employer Outreach for Bicycles
Commuter Operations Center
M101A: Mass Marketing Campaign.
M214: Commuter Choice Benefit/Tax Credit - Marketing Expansion
M203: CNG Bus Replacement
No bicycle/pedestrian accommodations included

4. Project Phasing

| Project ID | In TIP Improvement | Facility | From | To | # Lane FromTo | Completion Date |
|------------|-------------------------------------|----------------------------------------------------------|----------|----|---------------|-----------------|
| | <input checked="" type="checkbox"/> | Commuter Choice Benefit/Tax Credit - Marketing Expansion | | | | 2003 |
| | <input checked="" type="checkbox"/> | CNG Bus Replacement | | | | 2003 |
| | <input checked="" type="checkbox"/> | M70B: Employer Outreach for Bicycles | | | | 2025 |
| | <input checked="" type="checkbox"/> | M47C: Employer Outreach - Guaranteed Ride Home Program | | | | 2025 |
| | <input checked="" type="checkbox"/> | Commuter Operations Center | Areawide | | | 2025 |
| | <input checked="" type="checkbox"/> | M101A: Mass Marketing Campaign | Areawide | | | 2025 |

5. Purpose/contribution to regional goals

6. Funding and Schedule Information

Cost (In Thousands): _____ Date of completion or implementation: **2025**
 Source:
 Cost and schedule remarks:

7. CMS Documentation

Is this a highway capacity-increasing project on a limited access or other principal arterial highway Yes No
 If yes, does this project require a CMS Documentation form under the given criteria? Yes No
 If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)

Proposed Project or Action Description Form

FY 2004-2009

1. Agency: **MDOT/State Highway Administration**

Last Modified On: **5/27/2004**

2. Location and Jurisdiction

Facility: **CNG Bus Replacement**
From/At:
To:
Jurisdiction: **Montgomery County**

3. Description of Project or Action

Replace 55 Montgomery County buses with CNG buses.

4. Project Status

In previous TIP, delayed or reprogrammed

5. Environmental Review

N/A

6. Funding and Schedule Information

Date of completion or implementation: **2003**

| Source | FY | Amount | Phase | % Fed/State/Loc | |
|--------|------|---------|--------------|-----------------|----|
| CMAQ | 2005 | \$4,125 | Construction | 80 | 20 |

Cost and schedule remarks:

An amendment to include this project in the FY 2004-2009 TIP was requested by MDOT on May 26, 2004.

Transportation Improvement Program (TIP)

Proposed Project or Action Description Form

FY 2004-2009

1. Agency: **MDOT/State Highway Administration**

Last Modified On: **5/28/2004**

2. Location and Jurisdiction

Facility: **Commuter Choice Benefit/Tax Credit - Marketing Expansion**

From/At:

To:

Jurisdiction:

3. Description of Project or Action

Commuter Choice Benefit/Tax Credit - Marketing Expansion

4. Project Status

In previous TIP, delayed or reprogrammed

5. Environmental Review

N/A

6. Funding and Schedule Information

Date of completion or implementation: **2003**

| Source | FY | Amount | Phase | % Fed/State/Loc | | |
|--------|----|--------|-------|-----------------|--|--|
|--------|----|--------|-------|-----------------|--|--|

| Source | FY | Amount | Phase | % Fed/State/Loc | | |
|--------|------|---------|-----------|-----------------|----|--|
| CMAQ | 2004 | \$1,250 | Implement | 80 | 20 | |
| | 2005 | \$1,250 | Implement | 80 | 20 | |

Cost and schedule remarks:

An amendment to include this project in the FY 2004-2009 TIP was requested by MDOT on May 26, 2004.

TPB PR22- 2004
June 4, 2004

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2004-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO INCLUDE FUNDING FOR THE WHITE OAK FDA TRANSIT FACILITY IN
MONTGOMERY COUNTY 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 the Transportation Equity Act for the 21st Century (TEA-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, on December 17, 2003 the TPB adopted the 2003 Constrained Long-Range Transportation Plan (CLRP) and the FY 2004-2009 Transportation Improvement Program (TIP); and

WHEREAS, in the attached letter of May 27, 2004, MDOT has requested an amendment to the FY 2004-2009 TIP to include funding for preliminary design for the White Oak FDA Transit facility in Montgomery County, as described in the attached materials; 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 August 15, 1997 *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Program Committee of the National Capital Region Transportation Planning Board amends the FY 2004-2009 TIP to include funding for preliminary design for the White Oak FDA Transit facility in Montgomery County, as described in the attached materials.

Adopted by the Program Committee of the Transportation Planning Board at its regular meeting on June 4, 2004.



Maryland Department of Transportation
The Secretary's Office

Robert L. Ehrlich, Jr.
Governor
Michael S. Steele
Lt. Governor
Robert L. Flanagan
Secretary
Trent M. Kittleman
Deputy Secretary

May 27, 2004

The Honorable Christopher Zimmerman
Chairman
National Capital Region Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E., Suite 300
Washington, D.C. 20002-4239

Dear Chairman Zimmerman:

The Maryland Department of Transportation (MDOT) requests an amendment to the FY 2004-2009 Transportation Improvement Program (TIP) to add a project and to include CMAQ federal funds for another. These are conformity-exempt transit projects as indicated in the attached memo from the Maryland Transit Administration.

Please refer to MTA's May 25 memorandum that describes in more detail the amendment. MDOT requests that this item be placed on the Program Committee's June 4, 2004 agenda for consideration as appropriate.

We appreciate your cooperation in this matter. If you have any questions regarding this item, please call Ms. Fatimah Hasan at 410-865-1279.

Sincerely,

A handwritten signature in black ink that reads "Fatimah Hasan for".

Ron Spalding, Manager
Regional Planning & Programming
Office of Planning & Capital Programming

The Honorable Christopher Zimmerman
Page Two

Attachments

cc: Mr. BJ Berhanu, Regional Planner, Maryland Transit Administration, Maryland Department of Transportation
Ms. Tawanda Carter, Maryland Transit Administration, Maryland Department of Transportation
Mr. Mark Donovan, Maryland Transit Administration, Maryland Department of Transportation
Ms. Kellie Gaver, Assistant Director, Office of Planning and Capital Programming, Maryland Department of Transportation
Mr. Ed Gonzalez, Deputy Director, Transportation Policy, Montgomery County Department of Public Works and Transportation
Ms. Fatimah Hasan, Regional Planner, Office of Planning and Capital Programming, Maryland Department of Transportation
Ms. Marsha J. Kaiser, Director, Office of Planning and Capital Programming, Maryland Department of Transportation
Mr. David Moss, Manager III, Office of the Director, Montgomery County Department of Public Works and Transportation
Ms. Nancy Noonan, Manager of Statewide Planning, Maryland Transit Administration, Maryland Department of Transportation
TPB Members



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Robert L. Ehrlich, Jr., Governor • Robert L. Flanagan, Secretary • Robert L. Smith, Administrator

RECEIVED

MAY 26 2004

OFFICE OF PLANNING &
CAPITAL PROGRAMMING

MEMORANDUM

TO: Marsha J. Kaiser, Director
Office of Planning and Capital Programming

ATTN: Ron Spalding, Manager
Regional Planning and Programming

FROM: Nancy Noonan, Manager *N.N.*
Statewide Planning

DATE: May 25, 2004

SUBJECT: FY 2004 – 2009 TIP Amendment Request

Attached for your review are proposed amendments to the FY 2004 – 2009 Washington Region Transportation Improvement Program (TIP). The Maryland Transit Administration (MTA) requires amendment of the FY 2004 – 2009 TIP to add one new project and reflect funding changes in another. The projects are:

- 1) White Oak FDA Transit Facility. This project will utilize funds from the Section 5309 federal program. Federal funds have been allocated for this project and Montgomery County is in the process of putting together an application package, which will be submitted by MTA for consideration to receive the grant in the current fiscal year.
- 2) Southern Maryland Commuter Bus Initiative. The funding amount for this project has been revised and CMAQ funding will be utilized for the La Plata Park and Ride Lot.

The MTA is requesting the Maryland Department of Transportation (MDOT) to take the attached TIP amendment to the Transportation Planning Board (TPB) for approval. The TIP project description forms are enclosed for your review. Inclusion of this amendment in the FY 2004 – 2009 TIP will not impact scheduling priorities or funding availability for other projects currently in the TIP.

If you have any questions or require additional information please contact BJ Berhanu at 410-767-3758, or by e-mail BBerhanu@mtamaryland.com.

Attachment

cc: B. Berhanu, T. Carter, L. Howard

CONSTRAINED LONG RANGE PLAN (CLRP)
Proposed Project or Action Description Form

1. Location and Jurisdiction

Facility: **White Oak FDA Transit Facility**
From/At:
To:
Jurisdiction: **Montgomery County**

2. Submitting Agency MDOT/Maryland Transit Administr

Agency Project ID:
Last Modified On: **5/25/2004**

3. Project Type and Description

- Construction
- Transportation Emissions Reduction Measure (TERM)
- Study
- Illustrative Project
- Other Action/Strategy

Description of project or action:

The FDA facility as currently envisioned would include 4 to 6 bus bays for express and deviated local service, four bus staging pads, possibly architecturally unique canopy structure, lighting, real time bus schedule information, benches, telephone, and other amenities as deemed appropriate.

Bicycle/pedestrian accommodations included

4. Project Phasing

| Project ID | In TIP | Improvement | Facility | From | To | # Lane | | Completion Date |
|------------|-------------------------------------|-------------|--------------------------------|------|----|--------|----|-----------------|
| | | | | | | From | To | |
| | <input checked="" type="checkbox"/> | | White Oak FDA Transit facility | | | | | 2009 |
| | <input checked="" type="checkbox"/> | | White Oak FDA Transit Facility | | | | | |

5. Purpose/contribution to regional goals

As a condition of development approval, the Food and drug Administration (FDA) must meet a 31 percent modal split (percentage of employees arriving by other than single occupant vehicles). A transit facility located at FDA's White Oak Headquarters is critical to reaching that mode share split. Currently, 180 employees have already relocated to White Oak, and 1,900 employees are scheduled to relocate in 2005. By 2009, the completed project will support 7,700 FDA employees. By design, 2000 employees will require alternative transportation. FDA and transit operators anticipate the majority of these employees will use new and rerouted bus transit services. In order to effectively provide such transit service, a high quality transit facility is required in close proximity to FDA buildings.

6. Funding and Schedule Information

Cost (In Thousands): **\$3,000** Date of completion or implementation **2009**
Source: **Federal, Local**

Cost and schedule remarks:

Preliminary design 2004 to 2006. Design from 2006 to 2007 and construction from 2008 to 2009.

7. CMS Documentation

Is this a highway capacity-increasing project on a limited access or other principal arterial highway? Yes No
If yes, does this project require a CMS Documentation form under the given criteria? Yes No
If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)
Proposed Project or Action Description Form
FY 2005-2010

Agency: **MDOT/Maryland Transit Administration**

Last Modified On: **5/25/2004**

Location and Jurisdiction

Facility: **White Oak FDA Transit facility**
 From/At:
 To:
 Jurisdiction: **Montgomery County**

Description of Project or Action

The FDA Transit Facility as currently envisioned would include 4 to 6 bus bays for express and deviated local service, four bus staging pads, possibly an architecturally unique canopy structure, lighting, real time bus schedule information, benches, telephone, and other amenities as deemed appropriate.

Project Status

New project

Environmental Review

CE Proposed for preparation

Funding and Schedule Information

Date of completion or implementation:

| Source | FY | Amount | Phase | % Fed/State/Loc | |
|--------------|------|--------|-------|-----------------|----|
| | | | | | |
| Section 5309 | 2005 | 5307 | P.E. | 248 | 61 |

Cost and schedule remarks:

TPB PR23- 2004

June 4, 2004

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

**RESOLUTION ON AN AMENDMENT TO
THE FY 2004-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
THAT IS EXEMPT FROM THE AIR QUALITY CONFORMITY REQUIREMENT
TO FUND A HIGHWAY VIDEO MONITORING AND ITS INTEGRATION PROJECT IN
ALEXANDRIA, THE WAYS TO WORK PROGRAM FOR NORTHERN VIRGINIA, AND
A ROAD IMPROVEMENT STUDY WITHIN FORT BELVOIR IN FAIRFAX COUNTY
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 the Transportation Equity Act for the 21st Century (TEA-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, on December 17, 2003 the TPB adopted the 2003 Constrained Long-Range Transportation Plan (CLRP) and the FY 2004-2009 Transportation Improvement Program (TIP); and

WHEREAS, in the attached letter of May 27, 2004, VDOT has requested an amendment to the FY 2004-2009 TIP to fund the Highway Video Monitoring and ITS Integration project in Alexandria, the Ways to Work program for Northern Virginia under the Federal Transit Administration Job Access and Reverse Commute (JARC) program, and an improvement study for VA 618 within Fort Belvoir in Fairfax, as described in the attached materials; and

WHEREAS, there are no air quality conformity issues associated with funding the Ways to Work program and the other projects 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 August 15, 1997 *Federal Register*;

NOW, THEREFORE, BE IT RESOLVED THAT the Program Committee of the National Capital Region Transportation Planning Board amends the FY 2004-2009 TIP to fund the Highway Video Monitoring and ITS Integration project in Alexandria, the Ways to Work program for Northern Virginia under the Federal Transit Administration Job Access and Reverse Commute (JARC) program, and an improvement study for VA 618 within Fort Belvoir in Fairfax, as described in the attached materials.

Adopted by the Program Committee of the Transportation Planning Board at its regular meeting on June 4, 2004.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

14685 Avion Parkway
Chantilly, VA 20151
(703) 383-VDOT (8368)

May 27, 2004

PHILIP A. SHUCET
COMMISSIONER

THOMAS F. FARLEY
DISTRICT ADMINISTRATOR

National Capital Region
Transportation Improvement Program Amendment

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

Dear Chairman Zimmerman:

At the behest of the City of Alexandria (copy enclosed), the Northern Virginia Family Service (NVFS) (copy enclosed), and the Virginia Department of Transportation (VDOT), VDOT requests an amendment (copy enclosed) to the FY 2004-2009 Transportation Improvement Program (TIP).

Also enclosed are CLRP and TIP description sheets for these projects and a table (Table 1) that describes the individual projects included in the TIP amendment, including the reason(s) each project is included in this request, conformity status, and funding implications.

In summary, this amendment requests the following:

Alexandria - allocation of a federal earmark, and expand the scope, for the City's Highway Video Monitoring & ITS Integration project. This project was included in the input used to develop the conformity analysis performed for the FY-04 TIP.

NVFS - addition of a Ways to Work program funded with Job Access and Reverse Commute (JARC) funds. This program does not have any associated conformity impacts.

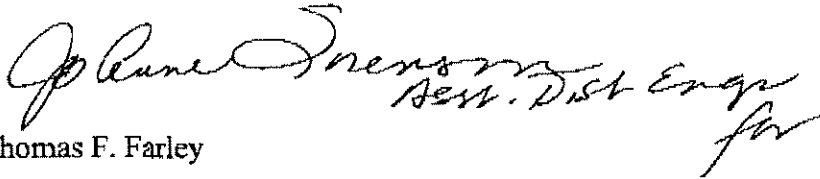
VDOT - addition of a 100% federally funded study for the replacement / reconstruction / widening of Woodlawn Road between Beulah Road and US 1 (Richmond Highway). "Engineering to assess social, economic, and environmental effects of the proposed action or alternatives to that action," is listed in Table 2 of 40 CFR §93.126 as an activity that is "... exempt from the requirement that a conformity determination be made."

The Honorable Christopher Zimmerman
May 27, 2004
Page Two

VDOT requests that this amendment be approved by the TPB Program Committee at its meeting on June 4, 2004.

Please call Jo Anne Sorenson at (703) 383-2461, if you need further information. Upon approval of this amendment, please furnish copies of the approval to Ms. Sorenson and to Ms. Marsha Fiol, Acting Division Chief, for VDOT's Transportation and Mobility Planning Division. Thank you for your consideration of this request.

Sincerely,



The image shows a handwritten signature in cursive script. The signature appears to read "Jo Anne Sorenson" followed by "Dist. Engr" and a large flourish that looks like "for".

Thomas F. Farley

attachments

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

PROPOSED TIP AMENDMENT - 6/4/2004

FY 2004-2009

Changes to existing entries are noted in bold.

| Agency Project ID | Facility, Location, Description | Phase | FY 03 TIP Entry | Carry Over | Annual Element FY 04 | FY 05 | FY 06 | FY 07 | FY 08 | FY 09 | Program Total FY 04-09 | Funding Source | Funding Shares Fed/st/lo |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|------------------------|-----------------|-------------|----------------------|-----------------|-------------|-------------|-------------|-------------|---------------------------|--------------------------|--------------------------|
| VDOT ITS | | | | | | | | | | | | | |
| 70580 | Facility: Traffic Monitoring Cameras & ITS Integration From: City of Alexandria To: City of Alexandria | P.E.* ROW Const* | 0 0 0 | 0 0 0 | 747 0 0 | 0 0 1,555 | 0 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | \$1,220 \$620 \$462 | RSTP Earmark Local | 80% 100% 100% |
| Integrate / Implement the ITS architecture internally within Alexandria and externally within the region. Install traffic monitoring video cameras, city-wide, for enhanced incident and operations management. | | | | | | | | | | | | | |

P.E.* - \$620 K in Federal ITS Earmark, \$50 K in FY-04 RSTP, & \$77 K in City of Alexandria funds.
Const** - \$1,170 K in FY-04 RSTP; & \$385 K in City of Alexandria funds.

Source of funds will include an allocation of \$620 K in FY-04 Federal ITS earmark funds. A 100% match is required for these Federal funds, of which 60% will come from RSTP funds and 40% will come from a local match. The remaining RSTP funds will be used for construction. Additional local funds (approximately \$225 K) will cover costs over and above the ITS and RSTP funds.

FAIRFAX COUNTY SECONDARY

| | | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------|-------------|-------------|-----------------|---------------|-------------|-------------|-------------|-------------|---------|-----------|------|
| None (New) | Facility: VA 618 (Woodlawn Road) From: US 1 (Richmond Highway) To: VA 613 (Beulah Road) Fairfax County | P.E. ROW Const | 0 0 0 | 0 0 0 | 1,200 0 0 | 800 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | \$2,000 | Def. Acc. | 100% |
| Within Fort Belvoir, study the replacement / reconstruction / widening of VA 618 between US 1 and VA 613. | | | | | | | | | | | | | |

VDOT OTHER

| | | | | | | | | | | | | | |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|----------------------|-------------|-------------|---------------|-------------|-------------|-------------|-------------|-------------|-------|-------|-----|
| None (New) | Facility: Ways to Work Program From: Northern Virginia To: NoVA - Washington Metro Area Northern Virginia | P.E. ROW Const | 0 0 0 | 0 0 0 | 661 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | \$661 | JARC* | 50% |
| Institute a Ways to Work Program in Northern Virginia. | | | | | | | | | | | | | |

JARC* = Job Access and Reverse Commute funds.

Table 1

Background Information on NoVA Projects Proposed for Amendment into the FY-04 TIP

Presented to the TPB Program Committee
June 4, 2004

| | |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Facility / Project: | Highway Video Monitoring & ITS Integration |
| Jurisdiction: | City of Alexandria |
| Limits / Location: | City of Alexandria |
| Project Description: | Integrate arterial and incident management systems through installation of closed circuit television (CCTV) on a number of key corridors, based on existing emergency routing, dynamic changes in traffic patterns, and high-congestion areas. |
| Agency Project ID: | 00070580 |
| New CLRP Description Sheet required? | Existing CLRP modified to reflect expanded scope of project, included in TIP amendment package. |
| New TIP Description Sheet required? | Yes, included in TIP amendment package. |
| Reason(s) for Amendment: | To allow City of Alexandria access to Federal ITS Earmark & to combine two similar projects so as to improve the management / efficiency of both projects. |
| Conformity Status: | Included in FY-04's conformity input. |
| Financial Implications: | Funded with \$620 K in Federal ITS Earmark, \$1,220 K in FY-04 RSTP funds, as well as local matching funds. |

| | |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Facility / Project: | Ways to Work Program |
| Jurisdiction: | Northern Virginia |
| Limits / Location: | Northern Virginia |
| Project Description: | Northern Virginia Family Service (NVFS) will administer Job Access and Reverse Commute (JARC) funds to operate a Ways to Work Program in Northern Virginia. |
| Agency Project ID: | None (New) |
| New CLRP Description Sheet required? | Yes, included in TIP amendment package. |
| New TIP Description Sheet required? | Yes, included in TIP amendment package. |
| Reason(s) for Amendment: | To allow access to Federal funding for use in a Ways to Work Program. |
| Conformity Status: | This program does not have any associated conformity impacts. |
| Financial Implications: | Funded with \$330 K in Job Access and Reverse Commute (JARC) funds plus state match of \$330 K. |

Table 1
(cont.)

| | |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Facility / Project: | VA 618 (Woodlawn Road) |
| Jurisdiction: | Fairfax County |
| Limits / Location: | US 1 (Richmond Highway) to VA 613 (Beulah Road) |
| Project Description: | Study the replacement / reconstruction / widening of Woodlawn Road between US 1 (Richmond Highway) and VA 613 (Beulah Road). The study will assess the social, economic, and environmental effects of the proposed alternatives. |
| Agency Project ID: | None (new) |
| New CLRP Description Sheet required? | Existing CLRP modified to reflect expanded scope of project, included in TIP amendment package. |
| New TIP Description Sheet required? | Yes, included in TIP amendment package. |
| Reason(s) for Amendment: | To allow access to recently allocated Defense Access Road Funds |
| Conformity Status: | Exempt. "Engineering to assess social, economic, and environmental effects of the proposed action or alternatives to that action," is listed in Table 2 of 40 CFR §93.126 as an activity that is "... exempt from the requirement that a conformity determination be made." |
| Financial Implications: | Two million dollars in Defense Access Road funds, 100 % Federal participation |



DEPARTMENT OF TRANSPORTATION
AND ENVIRONMENTAL SERVICES

P. O. Box 178 – City Hall
Alexandria, Virginia 22313

ci.alexandria.va.us

May 24, 2004

Thomas F. Farley
Northern Virginia District Administrator
Virginia Department of Transportation
14685 Avion Parkway
Chantilly, VA 20151-1104

RE: Highway Video Monitoring & ITS Integration Project
TIP Amendment – UPC #70580

Dear Tom,

The City of Alexandria would like to make a formal request for an amendment to the FY-04 Transportation Improvement Program (TIP) to combine two projects, currently in the Six Year Plan. These projects are the Highway Video Monitoring Project (UPC #70580) and the FY-02 ITS Earmark for Video Sharing (UPC #68822). As their project titles suggest, these projects are closely related initiatives with similar goals. This would essentially involve folding the ITS Earmark project into the Highway Video Monitoring project. The new project will carry the existing UPC number of 70580 as the "Highway Video Monitoring & ITS Integration Project".

Combining these projects will allow for a broader project scope that will allow for more extensive coverage and the implementation of a fiber optic network to transmit video images. As you are aware, the installation of a "fiber network" is a costly effort. However, this will allow the City to overcome the bandwidth issues that may arise in transmitting streams of video over our existing copper network. Joining these two projects will also allow the City to manage a single effort as opposed to two simultaneous efforts developed to achieve the same outcome.

We appreciate your consideration. Should you have any questions, please feel free to call me at (703) 838-4966.

Respectfully,


Richard J. Baier, P.E. – Director
Transportation & Environmental Services

cc: Thomas Culpepper, P.E.
Jim Maslanka
William Haynes III, P.E.

CONSTRAINED LONG RANGE PLAN (CLRP)

Proposed Project or Action Description Form
FY 2004 - 2030

1. Location and Jurisdiction

Facility: **Highway Video Monitoring &**
From/At: **ITS Integration**
To: **City of Alexandria**
Jurisdiction: **City of Alexandria**

2. Submitting Agency: **VDOT**

Agency Project ID: **00070580**
Last Modified On: **5/25/2004**

3. Project Type and Description

Construction
Transportation Emissions Reduction Measure (TERM)

Study
Illustrative Project
 Other Action/Strategy

Description of project or action:

This project will integrate arterial and incident management systems through the installation of closed circuit television (CCTV) on a number of key corridors, based on existing emergency routing, dynamic changes in traffic patterns, and high-congestion areas. The CCTV system will be linked by a fiber optic network; with specific focus being given to the locations selected for surveillance.

The control of the CCTV images will be shared jointly between the City's Traffic Control Room and the Alexandria Police and Fire Departments with pan-tilt-zoom (PTZ) capability. Once this implementation of the CCTV system is complete, regional distribution of these images will take place through sharing with VDOT and other Washington Metropolitan Area agencies.

Two additional components of this project are the Post-Implementation Study and the development of a City of Alexandria Intelligent Transportation System (ITS) Architecture. The Citywide ITS Architecture element will use the regional, interdivisional, and interagency coordination of the highway video-monitoring component as one of its cornerstones.

Bicycle/pedestrian accommodations included.

4. Project Phasing

| Project ID | TIP Improvement | Facility | From | To | Completion Date / In TIP |
|------------|-----------------|--------------------------|--------------------|----|--------------------------|
| 00070580 | Study | ITS Integration | City of Alexandria | | 2004 X |
| 00070580 | Construct | Highway Video Monitoring | City of Alexandria | | 2006 X |

Note: "X" after Date indicates project is presently in TIP. Bold "X" denotes amendment into TIP.

5. Purpose/contribution to regional goals

Policy Goal 4, Objective 1: Appropriate usage of ITS technology will reduce congestion and improve transportation safety within the City of Alexandria.

6. Funding and Schedule Information

Cost (In Thousands): **\$2,301**

Date of completion or implementation: **2006 / ongoing**

Source: **Federal, State, Local**

Cost and schedule remarks:

RSTP (w/ state match): FY-04 \$1,220 K.

Funds will also include an allocation of \$620 K in FY-04 Federal ITS earmark funds. A 100% match is required for these Federal funds, of which 60% will come from the RSTP funds and 40% will come from a local match. The remaining RSTP funds will be used for construction. Additional local funds will be allocated (approximately \$225K) to cover additional costs.

7. CMS Documentation

Is this a highway capacity-increasing project on a limited access or other principal arterial highway?

Yes No

If yes, does this project require a CMS Documentation form under the given criteria?

Yes No

If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)
Proposed Project or Action Description Form
FY 2004-2010

1. Agency: **VDOT**

Last Modified On: **5/26/2004**

2. Location and Jurisdiction

Facility: **Highway Video Monitoring &**
From/At: **ITS Integration**
To: **City of Alexandria**
Jurisdiction: **City of Alexandria**

3. Description of Project or Action

This project will integrate arterial and incident management systems through the installation of closed circuit television (CCTV) on a number of key corridors, based on existing emergency routing, dynamic changes in traffic patterns, and high-congestion areas. The CCTV system will be linked by a fiber optic network; with specific focus being given to the locations selected for surveillance.

The control of the CCTV images will be shared jointly between the City's Traffic Control Room and the Alexandria Police and Fire Departments with pan-tilt-zoom (PTZ) capability. Once this implementation of the CCTV system is complete, regional distribution of these images will take place through sharing with VDOT and other Washington Metropolitan Area agencies.

Two additional components of this project are the Post-Implementation Study and the development of a City of Alexandria Intelligent Transportation System (ITS) Architecture. The Citywide ITS Architecture element will use the regional, interdivisional, and interagency coordination of the highway video-monitoring component as one of its cornerstones.

Bicycle/pedestrian accommodations included.

4. Project Status

In previous TIP, reprogrammed. Project scope expanded to include ITS architecture design / integration.

5. Environmental Review

Proposed categorical exclusion.

6. Funding and Schedule Information

Date of completion or implementation: **2006 / ongoing**

| Source | FY | Amount (x \$1,000) | Phase | % Fed/State/Loc | |
|----------------|-------------|-----------------------|---------------|-----------------|------------|
| Earmark | 2004 | 620 | P.E. | 100 | |
| RSTP | 2004 | 50 | P.E. | 80 | 20 |
| Local | 2004 | 77 | P.E. | | 100 |
| RSTP | 2004 | 1,170 | Const. | 80 | 20 |
| Local | 2004 | 385 | Const. | | 100 |

7. Cost and schedule remarks:

RSTP (w/ state match): FY-04 \$1,220 K.

Funds will also include an allocation of \$620 K in FY-04 Federal ITS earmark funds. A 100% match is required for these Federal funds, of which 60% will come from the RSTP funds and 40% will come from a local match. The remaining RSTP funds will be used for construction. Additional local funds will be allocated (approximately \$225K) to cover additional costs.



Northern Virginia Family Service

Mary B. Agee, ACSW
President & CEO

**Administrative Office
Oakton**

455 White Granite Drive
Suite 100
Oakton, VA 22124
703/385-3267
703/385-5176 FAX

Alexandria

5249 Duke Street
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703/751-5197 FAX

Arlington

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Arlington, VA 22204
703/892-1153
703/892-0895 FAX

Herndon

1043 Sterling Road
Unit 201
Herndon, VA 20170
703/689-0208
703/481-0279 FAX

Loudoun

2 Pidgeon Hill Drive
Suite 430
Sterling, VA 20165
703/404-2021
703/404-2415 FAX

Manassas

9842 Business Way
Manassas, VA 20110
703/392-4901
703/392-0052 FAX

Springfield

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Suite 301
Springfield, VA 22150
703/913-5478
703/913-5479 FAX

Woodbridge

2200 Opitz Boulevard
Suite 100
Woodbridge, VA 22191
703/490-3646
703/490-4954 FAX

Online

www.nvfs.org

RECEIVED
MAY 12 2004

May 7, 2004

Robert McDonald
Northern Virginia DOT District Office
14685 Avion Parkway
Suite 345
Chantilly, VA 20151-1104

Dear Mr. McDonald,

Thank you for the time you've spent thus far assisting Northern Virginia Family Service (NVFS) apply for the Job Access and Reverse Commute (JARC) funds designated in 2004 for the Ways to Work program in Virginia. We are very excited to begin offering this valuable and proven program to low-income families in Northern Virginia. NVFS has partnered with Ways to Work, Inc. to bring the Ways to Work program to Virginia. Ways to Work, Inc. is a certified Community Development Financial Institution, and will be acting as the primary recipient and pass-through for the JARC funding. Ways to Work, Inc. has been the recipient of JARC funding for the past five federal fiscal years.

As previously discussed we are asking your office make a request on behalf of NVFS and Ways to Work, Inc., to the Metropolitan Washington Council of Governments (MWCOC), to amend the Transportation Improvement Plan (TIP) to include the Ways to Work program. Gerald Miller, our staff contact for the Transportation Planning Board Technical Committee at MWCOC, is aware of our program and that a TIP amendment request is forthcoming. Mr. Miller can be reached at (202) 962-3319.

I have put together an overview of the Ways to Work program on the following pages. Within the overview you will find information about the Ways to Work program, the Ways to Work, Inc. national office, and NVFS. Please feel free to contact me with any questions. Thank you again for your assistance in this matter.

Sincerely,

Matthew F. McCloy, Director
Community Services Division



#8099

NORTHERN VIRGINIA FAMILY SERVICE WAYS TO WORK PROGRAM

PROJECT SUMMARY

The Ways to Work (WTW) program serves to build a bridge between low-income families that need employment, and major employment centers within a defined service area. Research has shown that more than two-thirds of all new jobs are located in suburban areas, while two-thirds of welfare recipients and low-income individuals live in central cities or rural areas. The geographic range of even the most comprehensive transit system is limited, making promising jobs simply inaccessible to the people who need employment the most. This diminishes the opportunities for low-income families to make a transition from welfare to work. This initiative seeks to overcome one of the most prevalent barriers to employment for low-income individuals – lack of reliable and practical transportation.

This grant will be used by Ways to Work, Inc. to expand the WTW loan program in Northern Virginia. Ways to Work, Inc. will partner with Northern Virginia Family Service (NVFS), a non-profit social services agency, to use Job Access and Reverse Commute program funds to issue small direct loans to low-income families. The loans will be used to purchase or repair an automobile to use for transportation to and from work. Along with NVFS, Ways to Work, Inc. has teamed with several Northern Virginia Departments of Social Services, the regional Rideshare program, and the cities of Manassas and Leesburg.

WAYS TO WORK BACKGROUND

The WTW program was initiated in 1984 as the Family Loan Program in Minnesota by The McKnight Foundation. Ways to Work, Inc. serves as the national headquarters for the WTW programs throughout the United States. Ways to Work, Inc. is a nonprofit 501(c)(3) subsidiary organization of the Alliance for Children and Families. The Alliance is a national, nonprofit association of 350 nonprofit community-based human service organizations serving 8 million people annually. In addition, Ways to Work, Inc. is federally certified by the US Department of Treasury as a Community Development Financial Institution (CDFI) and functions in an intermediary role in support of local Alliance member organizations operating the WTW loan program.

The WTW program provides small, low-interest loans to low-income clients to help them stay on the job or in school. The borrowers then purchase, repair and maintain a reliable automobile, making it possible for them to continue their employment or schooling. Since 1984 more than 20,000 families have borrowed

more than \$28 million through the WTW program and its predecessor, the Family Loan Program.

Ways to Work, Inc. provides Alliance member organizations with extensive training, technical assistance, and oversight support in terms of the local WTW program operation. On behalf of various foundations, as well as the US Department of Treasury, Ways to Work, Inc. also serves as an intermediary conduit for local funding of the WTW program. As such, Ways to Work, Inc. manages the flow of funding from these third parties while monitoring and supporting local program performance. Technical assistance and training methods include on-site consultation, use of customized WTW software, national and regional training opportunities, and intensive phone consultation. Additional management services are provided by the Alliance for Children and Families, which is housed in the same corporate headquarters as Ways to Work, Inc. in Milwaukee, WI.

An independent audit is completed annually to ensure Ways to Work, Inc. complies with the legal requirements for a non-profit organization. The organization has the administrative structure in place to provide reports and accounting to the Federal Transit Administration (FTA) as needed. The FTA has also certified Ways to Work as an eligible non-profit transportation provider for the purposes of the Job Access and Reverse Commute Program.

The immediate goal of the Ways to Work program is to enhance employability of program participants and protect employment opportunities by (1) resolving transportation problems impeding work availability; (2) helping participants to arrive at work mentally prepared; (3) helping participants gain access to job skills training; (4) helping participants arrive at work with appropriate equipment, and (5) helping participants fulfill critical household functions prior to work. The intermediate goals of Ways to Work are the removal of barriers to employment by ensuring transportation availability of the participant to the workplace where transit may not reach, and contributing to the job readiness of the participant. The ultimate long term goal is the stabilization or improvement in the financial condition of participating households.

NORTHERN VIRGINIA FAMILY SERVICE BACKGROUND

NVFS was established by volunteers in 1924 to help people in need. Today, it is a private, accredited social services organization with multifaceted services designed to advance its mission: *to empower individuals and families to improve their quality of life and to promote community cooperation and support in responding to family needs.* NVFS operates nearly 40 programs to achieve its mission, employing 300 professional staff through an \$18 million annual budget. Services are provided from nine office sites, as well as through home visits and outreach projects in schools and neighborhoods. This decentralized, community-based structure enables NVFS to assess, understand, and respond to the emerging

needs of communities, develop strong relationships with community stakeholders, and provide accessible and affordable services.

All 8 Northern Virginia Departments of Social Services have been partnering with Ways to Work, Inc. and NVFS on this initiative. Senior level managers responsible for TANF and other benefit programs are members of the Advisory Committee guiding this effort. NVFS programs have developed posters and other materials, which these managers take back to their communities. NVFS staff makes presentations within the communities served throughout the region. NVFS web site and media strategies provide additional opportunities. The VA Department of Social Services has requested NVFS to present this program at selected statewide meetings and conferences.

PROJECT DETAILS

The WTW program in Northern Virginia will provide small loans to low-income families for the purchase or repair of a car to use for transportation to and from work. The maximum loan size is \$4,000, at no greater than eight percent interest. Qualified individuals must be employed 20 hours/week and have been employed for at least three consecutive months. Loan applicants must have exhausted other sources of loans, and must have sufficient disposable income for one to two times the amount of the loan payment – no less than \$80. Household income cannot exceed 80 percent of the area's median income. Applicants must be an involved parent of a dependent child(ren).

This grant will provide \$330,420 to operate a WTW Program in Northern Virginia. The funding will support staffing and direct program costs and fund low interest (a maximum of 8%) loans to low income applicants. The local bank partner will close and service the loans, thereby helping borrowers repair problematic credit histories. As applicants repay these loans, funds are returned to the program to help sustain it over time. Each 1000 inquiries yield 300 applications, which yield 135 loans or 44 percent of all applicants.

To qualify, applicants must submit an application, take financial management classes, and repay the loan within two years. During the application process, the loan coordinator reviews financial and budget issues with the family. A community-based volunteer loan committee reviews and approves loans on a weekly or biweekly basis. Borrowers participate in financial management classes provided by the local agency and may receive additional support services. The loan coordinator follows up with borrowers during the repayment period. Each local agency requires the completion of courses on credit management.

Northern Virginia is the designated service area. This includes the Counties of Arlington, Fairfax, Loudoun, and Prince William. Cities to be served include Alexandria, Fairfax City, Falls Church, Manassas, and Manassas Park.

00 20 2007 01:00PM FROM YOUR NOVA DISTRICT ADMIN 1000000000 17010 P.000 P.000

CONTACT INFORMATION

Matthew McCloy
Director of the Community Services Division
10455 White Granite Drive
Suite 100
Oakton, VA 22124
Phone: (703) 219-2138
Fax: (703) 385-5261
mmccloy@nvfs.org

Matthew L. Mueller
Director of Government Funded Contracting
Ways to Work, Inc.
11700 W. Lake Park Drive
Milwaukee, WI 53224
Phone: (414) 359-1040 Ext. 3617
Fax: (414) 359-1074
mmueller@alliance1.org

CONSTRAINED LONG RANGE PLAN (CLRP)

Proposed Project or Action Description Form
FY 2004 - 2030

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| <p>1. Location and Jurisdiction</p> <p>Facility: Ways to Work Program</p> <p>From/At: Northern Virginia</p> <p>To: Northern Virginia – Washington Metro Area</p> <p>Jurisdiction: Northern Virginia</p> | <p>2. Submitting Agency: VDOT</p> <p>Agency Project ID:</p> <p>Last Modified On: 5/26/2004</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|

3. Project Type and Description
- | | |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <p>Construction</p> <p>Transportation Emissions Reduction Measure (TERM)</p> | <p>Study</p> <p>Illustrative Project</p> <p><input checked="" type="checkbox"/> Other Action/Strategy</p> |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|

Description of project or action:
Institute a Ways to Work Program in Northern Virginia.

Bicycle/pedestrian accommodations not included.

4. Project Phasing

| Project ID | TIP Improve. | Facility | From | To | Completion Date / In TIP |
|-------------------|---------------|-----------------------------|--------------------------|-------------------------------------|--------------------------|
| None (New) | Const. | Ways to Work Program | Northern Virginia | NoVA – Washington Metro Area | 2006 X |

Note: "X" after Date indicates project is presently in the TIP. Bold "X" denotes amendment into TIP.

5. Purpose/contribution to regional goals
Policy Goal 1, Objective 3 – When implemented, this program will provide low-income families access to small direct loans that can be used to purchase or repair automobiles to use for transportation to and from work.

6. Funding and Schedule Information
- | | |
|-------------------------------------------------------------------------------|----------------------------------------------------------|
| <p>Cost (In Thousands): \$661</p> <p>Source: Federal, State</p> | <p>Date of completion or implementation: 2006</p> |
|-------------------------------------------------------------------------------|----------------------------------------------------------|

Cost and schedule remarks:
Program to be funded by \$330 K in Job Access and Reverse Commute (JARC) funds plus state match of \$330 K.

7. CMS Documentation
- Is this a highway capacity-increasing project on a limited access or other principal arterial highway?
- Yes No
- If yes, does this project require a CMS Documentation form under the given criteria?
- Yes No
- If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)
Proposed Project or Action Description Form
FY 2004-2010

1. Agency: **VDOT**

Last Modified On: **5/26/2004**

2. Location and Jurisdiction

Facility: **Ways to Work Program**
From/At: **Northern Virginia**
To: **Northern Virginia – Washington Metro Area**
Jurisdiction: **Northern Virginia**

3. Description of Project or Action

Institute a Ways to Work Program in Northern Virginia.

Bicycle/pedestrian accommodations not included.

4. Project Status

New project.

5. Environmental Review

Not applicable.

6. Funding and Schedule Information

Date of completion or implementation: **2006**

| Source | FY | Amount (x \$1,000) | Phase | % Fed/State/Loc |
|--------------|-------------|-----------------------|-----------|-----------------|
| JARC* | 2004 | 661 | CN | 50 50 |

JARC* = Job Access and Reverse Commute funds.

7. Cost and schedule remarks:

CONSTRAINED LONG RANGE PLAN (CLRP)

Proposed Project or Action Description Form
FY 2004 - 2030

1. Location and Jurisdiction

Facility: **VA 618 (Woodlawn Road)**
From/At: **US 1 (Richmond Highway)**
To: **VA 613 (Beulah Road)**
Jurisdiction: **Fairfax County**

2. Submitting Agency: **VDOT-FHWA / EFL**

Agency Project ID:
Last Modified On: **5/26/2004**

3. Project Type and Description

Construction
Transportation Emissions Reduction Measure (TERM)

Study
Illustrative Project
Other Action/Strategy

Description of project or action:

Within Fort Belvoir, replace / reconstruct / widen VA 618 (Woodlawn Road) between US 1 (Richmond Highway) and VA 613 (Beulah Road).

Bicycle/pedestrian accommodations included.

4. Project Phasing

| Project ID | TIP Improve. | Facility | From | To | Completion Date / In TIP |
|-------------------|--------------|-------------------------------|--------------------------------|-----------------------------|--------------------------|
| None (New) | Study | VA 618 (Woodlawn Road) | US 1 (Richmond Highway) | VA 613 (Beulah Road) | 2006 X |

Note: "X" after Date indicates project is presently in the TIP. Bold "X" denotes amendment into TIP.

5. Purpose/contribution to regional goals

Policy Goal 6, Objective 2 - The resulting improvements identified by this study will improve the security of Fort Belvoir.

6. Funding and Schedule Information

Cost (In Thousands): **\$2,000**
Source: **Federal**

Date of completion or implementation: **2006**

Cost and schedule remarks:

Study to be funded by Defense Access Road Funds.

7. CMS Documentation

Is this a highway capacity-increasing project on a limited access or other principal arterial highway?

Yes No

If yes, does this project require a CMS Documentation form under the given criteria?

Yes No

If not, please identify the criteria that exempt the project here:

Transportation Improvement Program (TIP)
Proposed Project or Action Description Form
FY 2004-2010

1. Agency: **VDOT**

Last Modified On: **5/26/2004**

2. Location and Jurisdiction

Facility: **VA 618 (Woodlawn Road)**
From/At: **US 1 (Richmond Highway)**
To: **VA 613 (Beulah Road)**
Jurisdiction: **Fairfax County**

3. Description of Project or Action

Within Fort Belvoir, study the replacement / reconstruction / widening of VA 618 (Woodlawn Road) between US 1 (Richmond Highway) and VA 613 (Beulah Road). The study will assess the social, economic, and environmental effects of the proposed alternatives.

Bicycle/pedestrian accommodations included.

4. Project Status

New project.

5. Environmental Review

Proposed draft environmental impact statement.

6. Funding and Schedule Information

Date of completion or implementation: **2006**

| Source | FY | Amount (x \$1,000) | Phase | % Fed/State/Loc |
|-------------|-------------|-----------------------|-------------|-----------------|
| DAR* | 2004 | 1,200 | P.E. | 100 |
| DAR* | 2005 | 800 | P.E. | 100 |

DAR* = Defense Access Road Funds

7. Cost and schedule remarks: