

**NATIONAL CAPITAL REGION
TRANSPORTATION PLANNING BOARD**

FY 2013

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

DRAFT

February 9, 2012

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

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I. INTRODUCTION

Purpose

The **FY 2013 Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region** incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2012 through June 30, 2013. The UPWP provides a mechanism for the coordination of transportation planning activities in the region, and is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

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

Planning Requirements

The planning activities outlined in this work program respond to a variety of regulatory requirements. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Clean Air Act Amendments of 1990 (CAAA) created a number of new planning requirements. The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), which became law on August 11, 2005, reaffirms the structure of the metropolitan planning process, and increases federal financial support for it. Most of the modifications to the process are aimed at streamlining and strengthening the provisions included in ISTEA in 1991 and the Transportation Equity Act for 21st Century (TEA-21) of 1998. On February 14, 2007, the FHWA and FTA issued final regulations regarding metropolitan planning in response to SAFETEA-LU. This work program has been developed to comply with these regulations regarding metropolitan planning.

On September 21, 1994, the National Capital Region Transportation Planning Board (TPB) adopted the initial financially-constrained Long Range Transportation Plan for the National Capital Region (CLRP) as required by the final regulations. On September 30, 1996, FHWA and FTA issued a joint "Certification Review" of the TPB planning process and found that "the metropolitan planning process fully meets all the requirements of the October 28, 1993 Federal metropolitan planning regulations, 23 CFR Part 450, Subpart C." On July 15, 1998 the TPB approved the document: *1997 Update to the Financially Constrained Long Range Transportation Plan for the National Capital Region*, which summarized the first three-year update to the 1994 plan. On January 19, 2000, FHWA and FTA presented their final Certification Report on the TPB planning process and found that "the metropolitan planning process fully meets all the requirements of the October 28, 1993 Federal metropolitan planning regulations, 23 CFR Part 450, Subpart C." On October 18, 2000 the TPB approved the *2000 Financially Constrained Long Range Transportation Plan for the National Capital Region*, which was the second three-year update to the CLRP. On June 9, 2003, FHWA and FTA found that "the metropolitan planning process fully meets all the requirements of the

October 28, 1993 Federal metropolitan planning regulations, 23 CFR Part 450, Subpart C." On December 17, 2003, the TPB approved the *2003 Financially Constrained Long Range Transportation Plan for the National Capital Region*, which was the third three-year update to the CLRP. On March 27, 2006, FHWA and FTA transmitted their final Certification Report on the TPB planning process which found that " the metropolitan planning process fully meets all the requirements of the Metropolitan Planning Rule at 23 CFR Part 450, Subpart C and 49 CFR Part 613." On October 18, 2006, the TPB approved the *2006 Financially Constrained Long Range Transportation Plan for the National Capital Region*, which was the fourth three-year update to the CLRP.

On November 17, 2010, the TPB approved the *2010 Financially Constrained Long Range Transportation Plan for the National Capital Region*, which is the fifth update to the CLRP. On May 5, 2011, FHWA and FTA transmitted their final Certification Report on the TPB planning process which found that "the metropolitan planning process of the Washington, DC-VA-MD TMA, conducted by the MWCOCG Transportation Planning Board and the Fredericksburg Metropolitan Area Metropolitan Planning Organization, conditionally meets the requirements of the Metropolitan Planning Rule at 23 CFR Part 450 Subpart C and 49 CFR Part 613. The FHWA and the FTA are, therefore, jointly certifying the transportation planning process, subject to implementation of the Recommendations and Corrective Actions within the next 18 months." The report includes 11 TPB recommendations and 3 FAMPO recommendations. The report also has 4 corrective actions that FAMPO must address. All of the recommendations and corrective actions have been addressed and a report on their implementation will be submitted to FTA and FHWA by June 30, 2012.

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

Regional Planning Goals

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

- The Washington metropolitan region's transportation system will provide reasonable access at reasonable cost to everyone in the region.
- The Washington metropolitan region will develop, implement, and maintain an interconnected transportation system that enhances quality of life and promotes a strong and growing economy throughout the entire region, including a healthy regional core and dynamic regional activity centers with a mix of jobs, housing, services and recreation in a walkable environment.
- The Washington metropolitan region's transportation system will give priority to management, performance, maintenance, and safety of all modes and facilities.

- The Washington metropolitan region will use the best available technology to maximize system effectiveness.
- The Washington metropolitan region will plan and develop a transportation system that enhances and protects the region's natural environmental quality, cultural and historic resources, and communities.
- The Washington metropolitan region will achieve better inter- jurisdictional coordination of transportation and land use planning.
- The Washington metropolitan region will achieve enhanced funding mechanisms for regional and local transportation system priorities that cannot be implemented with current and forecasted federal, state, and local funding.
- The Washington metropolitan region will support options for international and inter-regional travel and commerce.

Known as the TPB Vision, these goals are broad in scope, and also encompass a variety of strategies and objectives. Together, these goals, strategies, and objectives provide a framework for setting out core principles for regional transportation planning. The eight federal planning factors are encompassed by the TPB Vision's policy goals and are considered when developing the CLRP. Each planning factor is included in one or more of the TPB Vision goals, objectives and strategies, except for security, which is implicitly addressed in the TPB Vision.

Addressing Changing Planning Priorities

In addition to regulatory requirements and regional goals, new factors emerge every year that influence the planning process and supporting activities outlined in this work program. Changing federal policy initiatives is one such factor. Since June of 2009, the federal government has made available competitive funding that encourages and rewards coordination in regional planning efforts, particularly for programs that provide increased transportation options, improve access to affordable housing lower transportation costs, and protect the environment. Most of these competitive funding opportunities stem from the Federal Livability Initiative, which is represented in part by a federal interagency partnership between the United States Department of Transportation (DOT), Department of Housing and Urban Development (HUD), the Environmental Protection Agency (EPA), among other agencies. Many of the long-standing TPB planning activities to date have been consistent with the principles embodied by the Federal Livability Initiative. As a result, the TPB is able to respond to funding opportunities based upon the work it has been conducting over the past few years. The applications that the TPB submitted for DOT TIGER I,II and III competitive grants are examples of the TPB's ability to respond to federal funding opportunities. In February 2010, the TPB was awarded \$58.8 million for a regional priority bus network under the TIGER I program. In October 2011, the TPB applied for funding towards a multimodal access improvements for rail station areas in the region under TIGER III which was not awarded. TIGER IV in March?

The TPB is also positioned to support transportation components of more comprehensive federal funding opportunities. As an example, the TPB in 2011 collaborated with the Metropolitan Washington Council of Governments (COG) Department of Housing and Community Planning on a competitive grant submission to the HUD Sustainable Communities Planning Grant program. This grant submission outlined the strategy COG

would employ to establish a regional plan for sustainable development. Though the grant was not awarded, COG continues to work on developing regional plan for sustainable development as an extension of its existing efforts to solve key challenges in the region through its Region Forward campaign. Region Forward is supported by a voluntary compact signed by all of the COG member jurisdictions, and outlines a series of targets and indicators that measure progress towards creating and attaining a more accessible, sustainable, prosperous, and livable future. The TPB is working alongside COG to integrate and coordinate transportation planning in support of Region Forward.

Through future federal opportunities are uncertain, TPB is uniquely positioned to respond to emerging policy themes as they arise. Some of these recently-articulated themes include a renewed emphasis on high-speed rail, and investing in infrastructure through alternative funding sources. As an example of the TPB's ability to incorporate policy themes into its planning activities, the TPB in 2010 was awarded a grant from the Federal Highway Administration to study public acceptability of road-use pricing. Working jointly with The Brookings Institution, the TPB in FY2012 evaluated public acceptance of value-pricing through analyzing survey data, scenario planning, and conducting focus groups and deliberative forms.

In addition to the changing federal context, other factors that influence activities in this work plan are regional in scope. In response to a request from the TPB Citizens Advisory Committee, the TPB in May 2010 held a forum that engaged over 80 elected officials, technical staff, and members of the public in an interactive conversation on setting regional transportation priorities. In September 2010, the TPB established a task force to determine a scope and process for developing a regional transportation priorities plan that will enhance the implementation of regional priorities. In Spring 2011, the TPB approved the scope that guides this plan development process as specified in the FY2012 and FY2013 UPWPs.

Regional and federal factors that are non-regulatory may evolve from one year to the next, but are nonetheless influential in the planning activities that are conducted and described in this work program. As these factors continue to evolve, the UPWP is adjusted annually to focus on new and emerging priorities. This UPWP builds upon the previous UPWP, and is the result of close cooperation among the transportation agencies in the region. This UPWP was prepared with the involvement of these agencies, acting through the TPB, the TPB Technical Committee and its subcommittees. This UPWP details the planning activities that must be accomplished to address the annual planning requirements such as preparing the TIP and a Congestion Management System. It also describes the tasks required to meet the approval dates for the region's CLRP and the TIPs, and outlines the activities for the subsequent years.

Responsibilities for Transportation Planning

The National Capital Region Transportation Planning Board (TPB) is the organization responsible for conducting the continuing, cooperative, comprehensive (3-C) transportation planning process for the Metropolitan Washington Region in accordance with requirements of Section 134 (Title 23 U.S.C) of the Federal Highway Act of 1962, and Section 8 of the Federal Transit Act. The TPB is the official Metropolitan Planning Organization (MPO) for transportation planning for the Washington metropolitan region, designated by the Governors

of Maryland and Virginia and the Mayor of the District of Columbia, under Section 134 of the Federal Aid Highway Act, and the Joint Planning regulations of FTA and FHWA.

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

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

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

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

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

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

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

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

FY 2013 Regional Planning Priorities

During FY 2013, the main regional planning effort will be to complete the second year of a two-year process to develop a regional transportation priorities plan that will enhance the implementation of regional priorities. Efforts will continue to focus on the coordination between land use and transportation planning. Planning activities will continue for bus priority corridor improvements to complement those being implemented under the TIGER grant. The TPB public participation process and technical planning procedures will also continue to be strengthened. In addition to these activities directly involving the TPB, a number of corridor studies and other planning studies and programs are underway throughout the region (see Figure 4).

Figure 1

ORGANIZATIONS REPRESENTED ON THE TPB AND/OR ITS TECHNICAL COMMITTEES

VIRGINIA

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

MARYLAND

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

DISTRICT OF COLUMBIA

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

REGIONAL, FEDERAL AND PRIVATE SECTOR

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

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



Figure 3

TRANSPORTATION PLANNING AND PROGRAMMING RESPONSIBILITIES

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

Figure 4**TRANSPORTATION PLANNING STUDIES WITHIN THE WASHINGTON METROPOLITAN AREA 2012**

Name	Primary Agencies	Schedule	Products
Regional			
Update of Constrained Long-Range Plan	TPB, state DOTs, WMATA, local govts.	2012	CLRP
Regional Transportation Priorities Plan	TPB, state DOTs, WMATA, local govts.	2013	Report
Metrorail Station Access Alternatives Study	WMATA, TPB	2012	Report
Bus-Priority Hot-Spot Mitigation Measures	WMATA, DDOT, MDOT, VDOT	2012	Plans
Station Area Plans (multiple stations)	WMATA	on-going	Plans
Station Access Studies (multiple stations)	WMATA	on-going	Plans
Gallery Place Metro Station Capacity Enhancement	WMATA	2012	Report
Priority Corridor Dev. Plans (multiple corridors)	WMATA	on-going	Plans
Bus Service Eval. Studies	WMATA	on-going	Studies
Bicycle and Pedestrian Project Implementation Plan	WMATA	2012	Report, Plans
2040 Regional Transit System Plan	WMATA	2012	Report
LRT/ Streetcar Interoperability	WMATA	2012	Report
Metrorail Passenger Survey	WMATA	2012	Dataset, Report
Metrorail Yard/Maintenance Facility Study	WMATA	2012	Report, Plans

Figure 4 PLANNING STUDIES 2012 (Continued)

Name	Primary Agencies	Schedule	Products
L'Enfant Metro Station Capacity Enhancement	WMATA	2012	Report
Metrorail Operating Plan & Blue/Yellow Survey	WMATA	2012	Report, Dataset
Metrobus Network Effectiveness Study	WMATA	2013	Report
Rail Fleet Management Plan	WMATA	2012	Report
Metrorail Short-Term Ridership Forecasting Model	WMATA	2012	Model
Virginia			
I-66 Corridor (inside The Beltway)	VDOT	TBD	NEPA
I-66 Corridor Study (MTES) (Outside the Beltway)	VDOT	TBD	NEPA
Tri-County Parkway	VDOT	2011	FEIS
TransAction 2040	NVTA	2012	Report
VRE Extension to Gainesville	VRE	2012	PE/ EIS
Columbia Pike Multi-modal Transportation Study	Arlington Co.	TBD	Prelim. Des.
Columbia Pike Transit Initiative	WMATA, Arl., Fairfax	TBD	NEPA
I-95 / 395 BRT Study	VDOT / DRPT	2011	Report
Vanpool Incentive Design	NVTC / FAMPO	2011	Report
Maryland			
Capital Beltway Study	MDOT, VDOT, Montgomery & Prince George's Counties	TBD	DEIS

Figure 4 PLANNING STUDIES 2012 (Continued)			
Name	Primary Agencies	Schedule	Products
I-270 Multi-Modal Corridor Study	MDOT/SHA, Montgomery & Frederick Counties	TBD	FEIS
Corridor Cities Transitway Study	MDOT/MTA	2012	AA/EA
Purple Line (Bethesda to Silver Spring/ Silver Spring to New Carrollton)	MDOT/MTA	2012	AA/DEIS
MD 5 Transportation Study(I-495 to US 301)	MDOT/SHA	2012	DEIS
US 301 Waldorf Study (US 301from T.B. to south of Waldorf)	MDOT/SHA	TBD	DEIS
US 301 Governor Harry W. Nice Bridge	MD Transportation Authority	2012	EA/FONSI
MD 223 Study (Temple Hill Road to MD 5)	MDOT/SHA	2015	DEIS
MD 197 Study (MD 450 Relocated to Kenhill Drive)	MDOT/SHA	Completed	Location Approval 12/2009
MD 97 Busway Study (16th Street to the Capital Beltway)	MDOT/SHA/MTA	2014	Not Determined
MD 586 Viers Mill BRT	MDOT/SHA/MTA	2015	DEIS
MD Route 295/Baltimore-Washington Parkway Widening Feasibility Study	FHWA/MDOT	2012	Report

Figure 4 PLANNING STUDIES 2012 (Continued)

Name	Primary Agencies	Schedule	Products
District of Columbia			
14th Street Bridge Feasibility Study	FHWA, DDOT, VDOT	on-going	EIS
White House Area Transportation Study	US DOT	on-going	Report
South Capitol Street (EIS)/AWI	DDOT	on-going	EIS
First Place and Galloway NE Redesign (Fort Totten Metrorail Station)	DDOT/WMATA	on-going	Report/Design
Citywide Travel Demand	DDOT	on-going	Travel Model
Great Streets Program	DDOT	on-going	Design/Construct
16 th Street Corridor Study	DDOT	2011	Plan/Design
Saint Elizabeth's Campus Master Plan & EIS	GSA	2011	EIS
Climate Change Adaptation Plan	DDOT	2011	Plan
Saint Elizabeth's East Campus Transportation Network EA	DDOT	2011	EA
Managed Lane Study	DDOT	2012	Study

Total Proposed Funding by Federal Source for FY 2013

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

The new FY 2013 funding level in Table 1 under the "FTA Section 5303" column is the same as the FY 2012 level, and new funding under the "FHWA Section 112" column is the same as the FY 2012. The total FY 2013 budget for the Basic Program with unobligated funding from FY 2011 is the same as the FY 2012 total.

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TABLE 1

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**FY 2013 TPB PROPOSED FUNDING BY FEDERAL STATE AND LOCAL SOURCES
(July 1, 2012 to June 30, 2013)**

	FTA SECT 5303 80% FED & 20% STA/ LOC	FHWA SECT 112 80% FED & 20%STA/ LOC	FAA CASP 90% FED & 10% LOC	TOTALS
ALLOTMENTS PROVIDED BY DDOT				
NEW FY 2013	441,149	2,311,591		2,752,740
UNOBLIGATED FY 2011				
CARRYOVER FY 2012				
SUBTOTAL	441,149	2,311,591		2,752,740
ALLOTMENTS PROVIDED BY MDOT				
NEW FY 2013	1,087,238	3,527,477		4,614,715
UNOBLIGATED FY 2011				
CARRYOVER FY 2012				
SUBTOTAL	1,087,238	3,527,477		4,614,715
ALLOTMENTS PROVIDED BY VDRPT & VDOT				
NEW FY 2013	912,243	2,859,626		3,771,869
UNOBLIGATED FY 2011				
CARRYOVER FY 2012				
SUBTOTAL	912,243	2,859,626		3,771,869
TPB BASIC PROGRAM				
TOTAL NEW FY 2013	2,440,630	8,698,694		11,139,324
TOTAL UNOBLIGATED FY2011				950,000
SUBTOTAL	2,440,630	8,698,694		12,089,324
TOTAL CARRYOVER FY 2012				
TOTAL BASIC PROGRAM	2,440,630	8,698,694		12,089,324
GRAND TOTAL			345,800	12,435,124

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

"Unobligated FY2011 funds" are unexpended funds from the completed FY2011 UPWP

"Carryover FY2012 funds" are programmed from the FY2012UPWP to complete specific work tasks in the FY2013 UPWP

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II. PROPOSED FY 2013 TPB WORK PROGRAM AND BUDGET

Program Structure

The TPB is responsible for the federally required planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. The FY2011 work program presents the work activities that support the TPB responsibilities. This work program comprises seven major activities and follows the structure in the FY 2010 program to clearly address the final transportation planning requirements. These work activities include: (1) Plan Support; (2) Coordination and Programs; (3) Forecasting Applications; (4) Development of Networks/Models; (5) Travel Monitoring; (6) Technical Assistance; and (7) Continuous Airport System Planning. The tasks to be completed under each of the work activities are described in the following sections. The staff of the COG Department of Transportation Planning will carry out these activities, with the assistance of staff in other COG departments and supplementary consultant support.

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

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

The second major activity, **Coordination and Programs**, includes related activities such as the regional congestion management process (CMP), safety planning, management, operations and technology, emergency preparedness, freight planning, regional bus planning, and bicycle and pedestrian planning. Public participation applies to all of the policy products. Human services transportation coordination planning addresses the new SAFETEA-LU requirement for coordination of the FTA programs for elderly persons and persons with disabilities, job access and reverse commute, and the new freedom program. The Transportation /Land Use Connection (TLC) Program became a permanent program in FY 2008 to improve the coordination between land use and transportation planning.

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

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

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

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

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

Work Activity Budgets

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

Funding for the TPB Basic Work Program is similar to the FY 2012 level, and the FY 2013 UPWP continues and expands the work activities in the FY 2012 UPWP. The structure and content of this work program are summarized as follows:

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

Figure 5: Overview of Planning Products and Supporting Activities

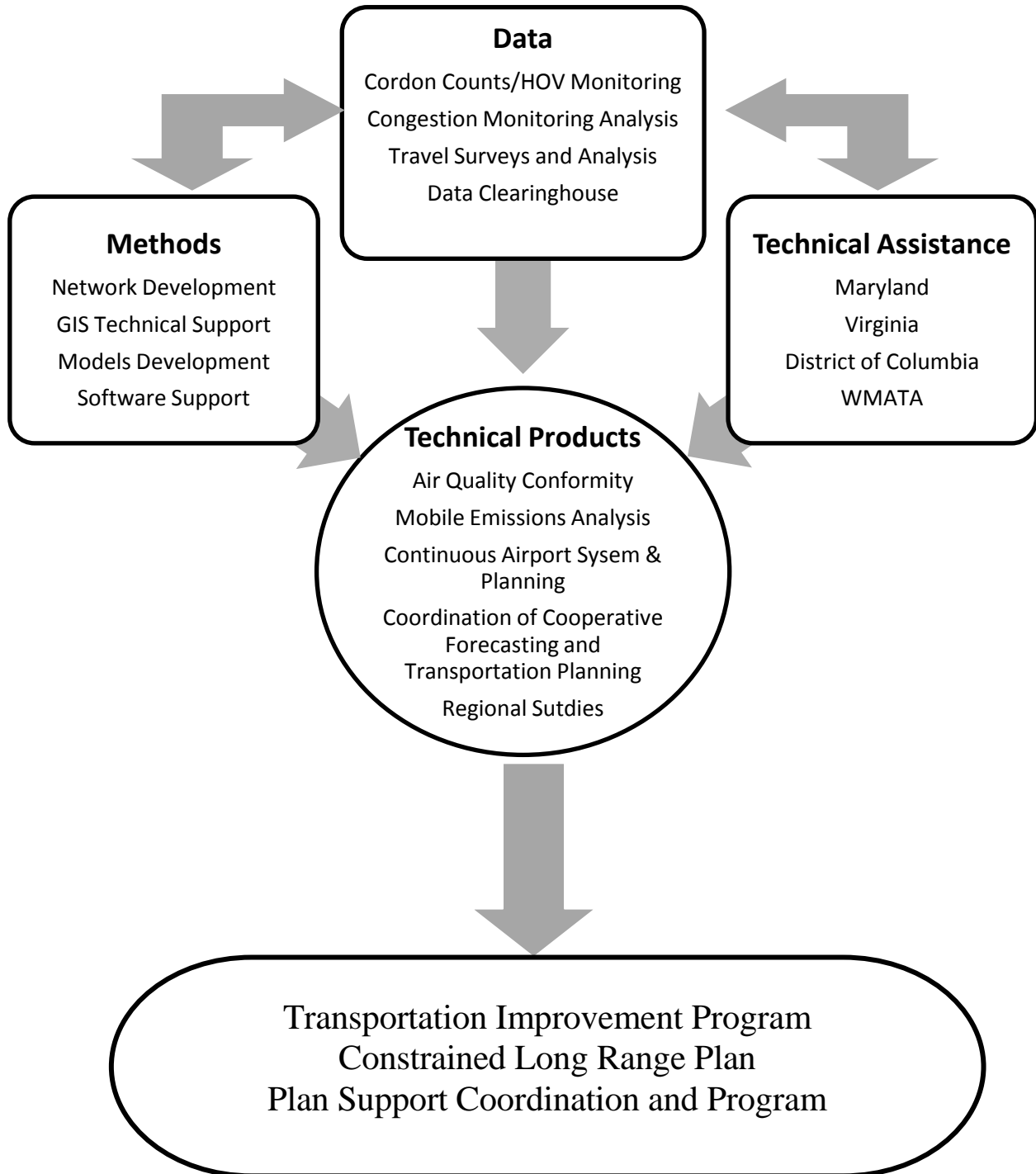


Figure 6: Visual Representation of UPWP Work Activity Relationships

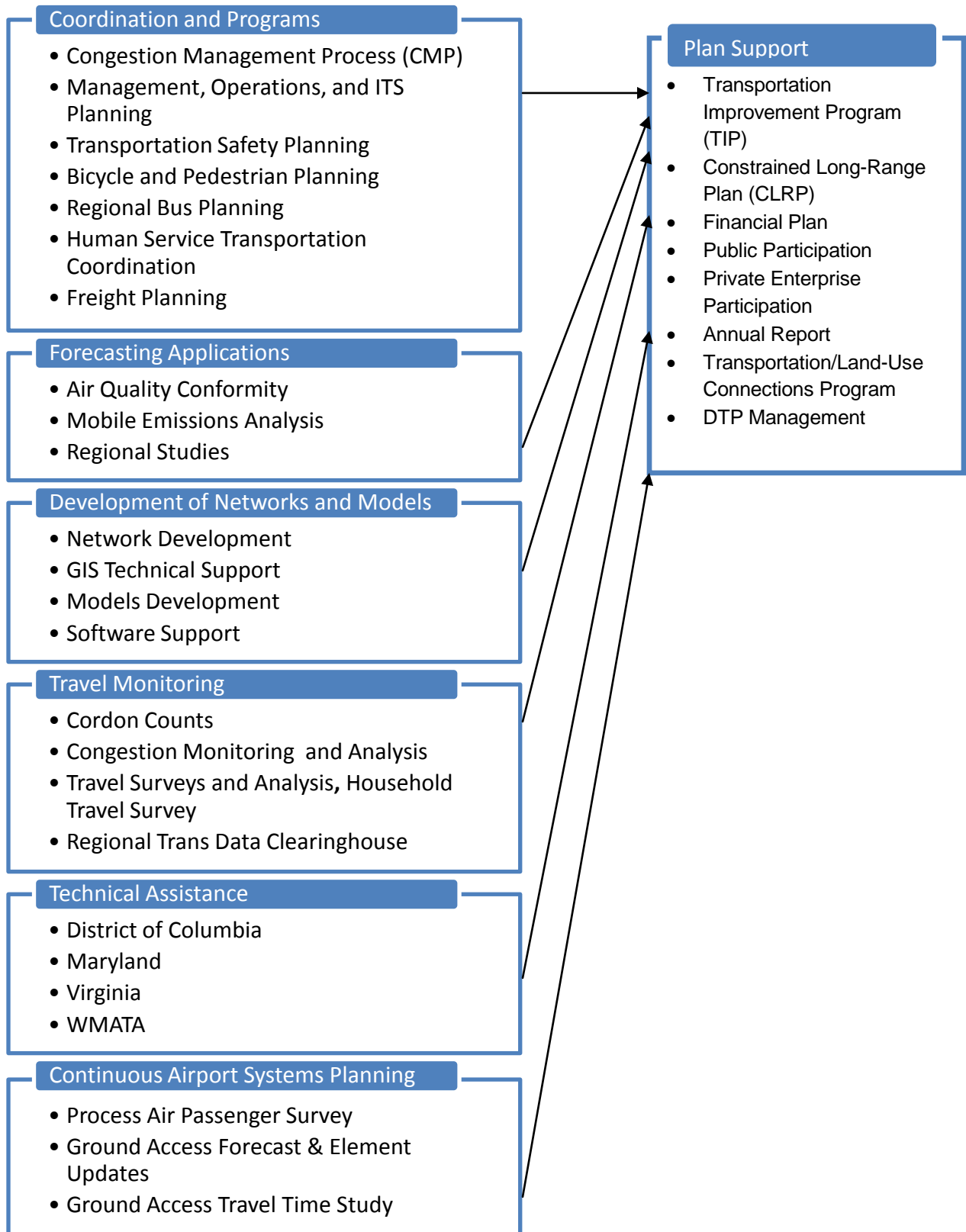


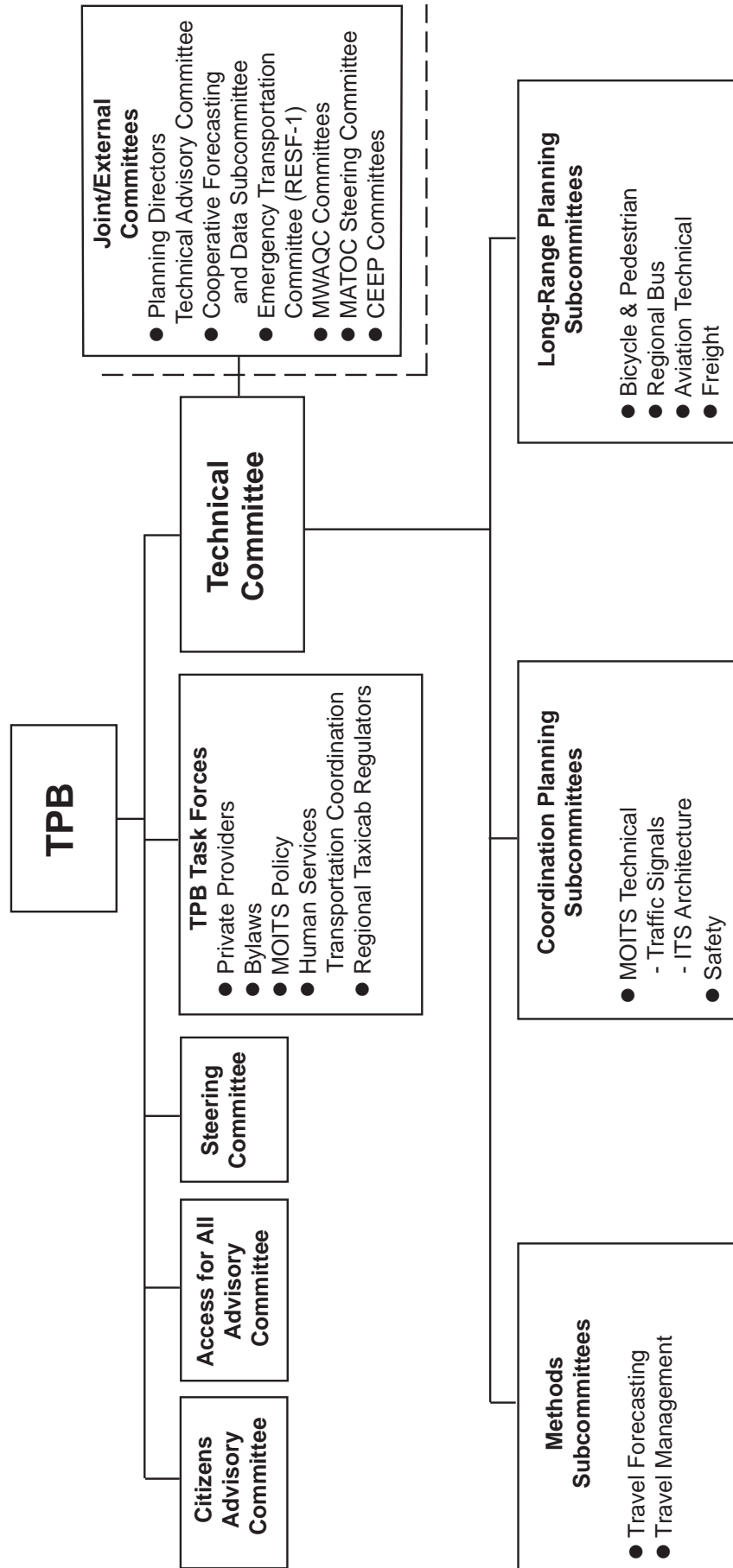
TABLE 2
TPB FY 2013 WORK PROGRAM BY FUNDING SOURCES

WORK ACTIVITY	TOTAL COST	FTA/STATE/ LOCAL	FHWA/STATE/ LOCAL	OTHER FUND
1. PLAN SUPPORT				
A. Unified Planning Work Program (UPWP)	70,700	14,945	55,755	
B. Transp Improvement Program (TIP)	240,600	50,860	189,740	
C. Constrained Long-Range Plan	588,400	124,380	464,020	
D. Financial Plan	64,000	13,529	50,471	
E. Public Participation	421,900	89,184	332,716	
F. Private Enterprise Participation	18,300	18,300		
G. Annual Report	80,100	16,932	63,168	
H. Transportation/Land Use Connection Progr	395,000	83,498	311,502	
I. DTP Management	452,100	95,568	356,532	
Subtotal	2,331,100	507,195	1,823,905	
2. COORDINATION and PROGRAMS				
A. Congestion Management Process (CMP)	205,000	43,334	161,666	
B. Management, Operations, and ITS Planning	340,300	71,935	268,365	
C. Emergency Preparedness Planning	75,400	15,939	59,461	
D. Transportation Safety Planning	125,000	26,423	98,577	
E. Bicycle and Pedestrian Planning	108,700	22,978	85,722	
F. Regional Bus Planning	100,000	21,139	78,861	
G. Human Service Transportation Coordination	114,800	24,267	90,533	
H. Freight Planning	150,000	31,708	118,292	
I. MATOC Program Planning Support	120,000	25,366	94,634	
Subtotal	1,339,200	283,089	1,056,111	
3. FORECASTING APPLICATIONS				
A. Air Quality Conformity	563,200	119,053	444,147	
B. Mobile Emissions Analysis	640,100	135,309	504,791	
C. Regional Studies	516,300	109,139	407,161	
D. Coord Coop Forecasting & Transp Planning	806,800	170,547	636,253	
Subtotal	2,526,400	534,047	1,992,353	
4. DEVELOPMENT OF NETWORKS/MODELS				
A. Network Development	769,700	162,704	606,996	
B. GIS Technical Support	548,800	116,009	432,791	
C. Models Development	1,071,200	226,437	844,763	
D. Software Support	178,900	37,817	141,083	
Subtotal	2,568,600	542,967	2,025,633	
5. TRAVEL MONITORING				
A. Cordon Counts	250,800	53,016	197,784	
B. Congestion Monitoring and Analysis	350,000	73,985	276,015	
C. Travel Surveys and Analysis				
Household Travel Survey	706,300	149,302	556,998	
D. Regional Trans Data Clearinghouse	317,900	67,200	250,700	
Subtotal	1,625,000	343,503	1,281,497	
Core Program Total (I to V)	10,390,300	2,210,801	8,179,499	
6. TECHNICAL ASSISTANCE				
A. District of Columbia	371,600	102,423	269,177	
B. Maryland	623,000	171,715	451,285	
C. Virginia	509,200	140,349	368,851	
D. WMATA	195,200	195,200		
Subtotal	1,699,000	609,687	1,089,313	
Total, Basic Program	12,089,300	2,820,488	9,268,812	
7. CONTINUOUS AIRPORT SYSTEM PLANNING				
A. Ground Access Element Update - Phase 1	180,800			180,800
B. Process 2011 Air Passenger Survey - Phase 2	115,000			115,000
C. Update Ground Access Forecasts - Phase 1	50,000			50,000
Subtotal	345,800			345,800
GRAND TOTAL	12,435,100	2,820,488	9,268,812	345,800

TABLE 3
TPB FY 2013 BUDGET AND WORK PROGRAM BY EXPENDITURE CATEGORY

WORK ACTIVITY	DIRECT SALARIES DTP STAFF	DIRECT SALARIES OTHER COG STAFF	M & A 24%	LEAVE BENEFITS 19%	FRINGE BENEFITS 24%	INDIRECT COSTS 37%	DATA & PC COSTS	CONSULTANT	DIRECT COSTS	TOTAL
1. PLANS SUPPORT										
A. Unified Planning Work Program	28,164	0	6,759	6,635	9,974	19,067	100	0	0	70,700
B. Transportation Improvement Program	75,955	0	18,229	17,895	26,899	51,422	200	50,000	0	240,600
C. Constrained Long-Range Plan	208,776	15,000	53,706	52,722	79,249	151,497	1,250	25,000	1,200	588,400
D. Financial Plan	25,531	0	6,127	6,015	9,042	17,285	0	0	0	64,000
E. Public Participation	133,998	0	32,160	31,570	47,455	90,718	0	85,000	1,000	421,900
F. Private Enterprise Participation	7,300	0	1,752	1,720	2,585	4,942	0	0	0	18,300
G. Annual Report	21,881	0	5,251	5,155	7,749	14,814	0	5,000	20,250	80,100
H. Transportation/Landuse Connection Program	41,887	0	10,053	9,869	14,834	28,358	0	290,000	0	395,000
I. DTP Management	96,779	0	23,227	22,801	34,274	65,520	0	10,000	199,500	452,100
Subtotal	640,271	15,000	157,265	154,382	232,060	443,622	1,550	465,000	221,950	2,331,100
2.COORDINATION PLANNING										
A. Congestion Management Process	81,779	0	19,627	19,267	28,962	55,365	0	0	0	205,000
B. Management, Operations, & ITS Planning	115,807	0	27,794	27,284	41,012	78,402	0	50,000	0	340,300
C. Trans. Emergency/Security Planning	-229	30,308	7,219	7,087	10,652	20,364	0	0	0	75,400
D. Transportation Safety Planning	39,892	0	9,574	9,399	14,128	27,007	0	25,000	0	125,000
E. Bicycle and Pedestrian Planning	43,363	0	10,407	10,216	15,357	29,357	0	0	0	108,700
F. Regional Bus Planning	39,892	0	9,574	9,399	14,128	27,007	0	0	0	100,000
G. Human Service Transportation Coordination	45,808	0	10,994	10,792	16,222	31,012	0	0	0	114,828
H. Freight Planning	59,838	0	14,361	14,098	21,191	40,511	0	0	0	150,000
I. MATOC Program Planning & Support	23,935	0	5,744	5,639	8,477	16,204	0	60,000	0	120,000
Subtotal	450,086	30,308	115,295	113,181	170,129	325,229	0	135,000	0	1,339,228
3. FORECASTING APPLICATIONS										
A. Air Quality Conformity	199,701	17,792	52,198	51,241	77,024	147,244	0	0	18,000	563,200
B. Mobile Emissions Analysis	180,984	47,240	54,774	53,770	80,824	154,509	0	50,000	18,000	640,100
C. Regional Studies	118,408	51,900	40,874	40,125	60,314	115,300	25,481	60,000	3,899	516,300
D. Coordination Cooperative Forecasting and Transportation Planning	131,214	167,500	71,691	70,377	105,788	202,231	55,500	0	2,500	806,800
Subtotal	630,306	284,432	219,537	215,512	323,949	619,283	80,981	110,000	42,399	2,526,400
4. DEVELOPMENT OF NETWORKS/MODELS										
A. Network Development	295,682	0	70,964	69,663	104,714	200,178	0	25,000	3,500	769,700
B. GIS Technical Support	194,994	0	46,798	45,940	69,056	132,012	50,000	0	10,000	548,800
C. Models Development	341,678	0	82,003	80,499	121,003	231,318	0	200,000	14,700	1,071,200
D. Software Support	70,569	0	16,937	16,626	24,992	47,776	0	0	2,000	178,900
Subtotal	902,922	0	216,701	212,729	319,765	611,283	50,000	225,000	30,200	2,568,600
5. TRAVEL MONITORING										
A. Cordon Counts	62,431	0	14,984	14,709	22,110	42,266	0	0	94,300	250,800
B. Congestion Monitoring and Analysis	126,559	0	30,374	29,817	44,820	85,681	0	10,000	22,749	350,000
C. Travel Surveys and Analysis			0	0	0	0				
Household Travel Survey	106,193	0	25,486	25,019	37,608	71,893	16,500	400,000	23,600	706,300
D. Regional Transportation Clearinghouse	106,871	0	25,649	25,179	37,848	72,353	50,000	0	0	317,900
Subtotal	402,055	0	96,493	94,724	142,385	272,193	66,500	410,000	140,649	1,625,000
Core Program Total (1 to 5)	3,025,641	329,740	805,291	790,528	1,188,288	2,271,611	199,031	1,345,000	435,198	10,390,328
6. TECHNICAL ASSISTANCE										
A. District of Columbia	105,954	0	25,429	24,963	37,523	71,731	0	66,000	40,000	371,600
B. Maryland	235,564	0	56,535	55,499	83,424	159,478	0	30,000	2,500	623,000
C. Virginia	177,202	0	42,528	41,749	62,755	119,966	0	30,000	35,000	509,200
D. WMATA	31,595	0	7,583	7,444	11,189	21,390	0	116,000	0	195,200
Subtotal	550,314	0	132,075	129,654	194,891	372,566	0	242,000	77,500	1,699,000
TOTAL BASIC PROGRAM	3,575,955	329,740	937,367	920,182	1,383,179	2,644,176	199,031	1,587,000	512,698	12,089,328
7. CONTINUOUS AIRPORT SYSTEM PLANNING										
CASP TOTAL	137,948	0	33,107	32,500	48,853	93,391	0	0	0	345,800
8. SERVICE/SPECIAL PROJECTS	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	3,713,903	329,740	970,474	952,682	1,432,032	2,737,568	199,031	1,587,000	512,698	12,435,128

Figure 7
TPB Committee Structure



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III. MAJOR WORK ACTIVITIES

1. PLAN SUPPORT

A. THE UNIFIED PLANNING WORK PROGRAM (UPWP)

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

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Clean Air Act Amendments of 1990 (CAAA) created a number of planning requirements. On October 28, 1993, FHWA and FTA issued final regulations regarding metropolitan planning. The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), which became law on August 11, 2005, reaffirms the structure of the metropolitan planning process, and increases federal financial support for it. On February 14, 2007, FHWA and FTA issued the final regulations regarding metropolitan planning in response to SAFETEA-LU. This work program has been developed to comply with these regulations.

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

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

The FY 2013 UPWP defined by this document details the planning activities to be accomplished between July 2012 and June 2013 to address the annual planning requirements such as preparing the Transportation Improvement Program, addressing federal environmental justice requirements, and assessing Air Quality Conformity. It describes the tasks required to meet approval dates for the region's SIPs, and outlines the activities for the subsequent years.

In addition, this document describes the integration of program activities and responsibilities of the TPB Technical Committee and its subcommittees for various

aspects of the work program. It provides an overview of the regional planning priorities and describes the major transportation planning and air quality planning studies being conducted throughout the region over the next two years.

During FY 2013, certain amendments may be necessary to reflect changes in planning priorities and inclusion of new planning projects. Under this task, Department of Transportation Planning (DTP) staff will identify and detail such amendments for consideration by the TPB as appropriate during the year.

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

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

Oversight:	Technical Committee
Cost Estimate:	\$70,700
Products:	UPWP for FY 2014, amendments to FY 2013 UPWP, monthly progress reports and state invoice information, federal grant materials
Schedule:	Draft: February 2013 Final: March 2013

B. THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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

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

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

Citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, freight shippers, users of public transit, and all other interested parties will be given an opportunity to review and comment on the FY 2013-2018 TIP and any subsequent amendments to the TIP as described under the TPB's public participation plan which was adopted in December 2007. To facilitate public review, project information from the TIP and CLRP will be made accessible through an online, searchable database. Visual representation of the projects will be enhanced with a GIS system for displaying projects. The database application for submitting TIP project data, CLRP projects, and air quality conformity data will continue to be improved to facilitate reviewing the TIP and CLRP information. Interactive means of sharing the information in the TIP and CLRP such as querying capabilities and specialized maps or graphs will be available. A brochure highlighting the CLRP/TIP projects and financial plan will be prepared.

The TIP Schedule and Project Selection

The FY 2013-2018 TIP and the 2012 CLRP are scheduled to be approved on July 18, 2012. The TIP will be prepared with the assistance of and in cooperation with the transportation implementing agencies in the region, including the state departments of transportation, the District of Columbia Department of Transportation, the National Park Service, the Washington Metropolitan Area Transit Authority (WMATA) and other public transit operators, and local government agencies.

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

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

In November 2012, the TPB will issue a call for projects document requesting project submissions for the 2013 CLRP. Amendments to the FY 2013-2018 TIP that accompany

updates to the 2013 CLRP will be prepared for review by the TPB Technical Committee, the TPB, and the public between January and June 2013.

Annual Listing of TIP Projects that Have Federal Funding Obligated

SAFETEA-LU requires that the TPB must publish or otherwise make available an annual listing of projects, consistent with the categories in the TIP, for which federal funds have been obligated in the preceding year. With the assistance of and in cooperation with the transportation implementing agencies in the region, TPB will prepare a listing of projects for which federal funds have been obligated in FY 2012.

Oversight:	Technical Committee
Cost Estimate:	\$240,600
Products:	FY 2013-2018 TIP Amendments and administrative modifications to the FY 2013-2018 TIP
Schedule:	July 2012 June 2013

C. CONSTRAINED LONG-RANGE TRANSPORTATION PLAN (CLRP)

The Financially Constrained Long-Range Transportation Plan (CLRP) must be updated every four years as required by the final SAFETEA-LU planning regulations issued February 14, 2007. The CLRP is updated annually with amendments that include new projects or adjust the phasing or other aspects of some of the projects or actions in the plan, or change specific projects as new information on them becomes available. The 2010 CLRP was the last major update of the plan and includes an expanded financial analysis of transportation revenues expected to be available. The planning horizon for CLRP extends to 2040.

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

The CLRP will be documented in several ways and public materials will be provided during plan development and after plan approval. The CLRP website will be utilized to document the plan update by describing the development process, related planning activities, major projects, performance of the plan and how the public can get involved. The website also makes CLRP-related process and technical documentation readily

accessible. The TPB will continue to make the plan information more accessible and visual. Projects in the plan will be accessible through an online database that the public can easily search. Projects will be mapped using GIS where possible and displayed along with project descriptions and in an interactive map. These maps will also be used in printed media, such as the CLRP and TIP summary brochure. The TPB will also continue to improve the quality of public materials about the plan during its development and after approval so that the materials are more useful to a wide variety of audiences, using less technical jargon and more "public friendly" language.

The 2012 CLRP

In October 2011, the TPB issued a "Call for Projects" document requesting projects, programs or strategies for inclusion in the 2012 CLRP. Project updates were due in December 2011. Materials describing the draft 2012 CLRP were developed in the spring of 2012, including maps, major project descriptions, and analysis from the previous year's CLRP.

Documentation of the plan will include an analysis of how the plan performs in regard to transit and auto trips made, vehicle miles of travel, lane miles of congestion and accessibility to jobs. The performance analysis is done after every CLRP update and is documented on the CLRP website. The analysis will be used to describe how the CLRP performs based on regional goals and federal planning factors and will also examine connectivity between the Regional Activity Centers. The CLRP will also be evaluated to see if low-income and minority populations are disproportionately impacted by adverse effects of the plan with new demographic data from the 2010 Census. The development of the 2012 CLRP will include two opportunities for the public to comment on the Plan.

In June 2012, the 2012 CLRP will be released for a final public comment period and the accompanying air quality conformity analysis. The TPB is scheduled to adopt the 2012 CLRP in July 2012.

The 2013 CLRP

In October 2012, the TPB will issue its "Call for Projects" document again requesting new and updated information on projects, programs and strategies to be included in the 2013 CLRP. Draft materials describing the CLRP will be prepared for review by the TPB Technical Committee, the TPB and the public between December and June 2013. The TPB is scheduled to adopt the 2013 CLRP in July 2013.

Environmental Consultation

During the development of the CLRP the TPB consults with federal, state and local agencies responsible for natural resources, airport operations, freight movements, environmental protection, conservation and historic preservation in the District of Columbia, Maryland and Virginia. To build on these consultation efforts, potential additional products and coordination will be researched on how to best facilitate the further integration of natural resource, land use, historic and cultural resource considerations into the long-range transportation planning process.

One or more half-day forums for environmental and transportation planning coordination will be conducted with representatives from Environmental Resource agencies, State and D.C. Departments of Transportation (DOT's), local transportation agencies, jurisdictional land use planning agencies, and historic and cultural resource agencies. The purpose of the forum is to identify what products and outcomes would be the most useful to facilitate the further integration of natural resource, land use, historic and cultural resource considerations into the long-range transportation planning process. Work will continue to update the regional natural and historic resource maps, which include areas for potential restoration that can be used to guide advanced mitigation efforts. New and/or innovative mitigation strategies will be researched and presented to DOT's and environmental resource agencies highlighting best practices in the region and beyond.

Climate Change Adaptation

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

Cost Estimate:	\$588,400
Products:	Documentation of the 2012 CLRP and draft 2013 CLRP on website with interactive maps, searchable database, accompanying summary brochure, other printed materials
Schedule:	2012 CLRP Documentation – October 2012 Draft 2013 CLRP – June 2013 Environmental mitigation toolkit- June 2012

D. FINANCIAL PLAN

As required under federal planning regulations, both the TIP and the CLRP must have a financial plan that demonstrates how they can be implemented and show the sources of funding expected to be made available to carry them out. A new financial analysis by the consultant for the 2010 CLRP was completed in October 2010, including new federal and state revenue projections, revised cost estimates for new system expansion projects, and revised cost estimates for system maintenance and rehabilitation. All revenue and cost estimates are in year of expenditure dollars as well as constant dollars through 2040. The financial plan will be updated by the implementing agencies as they prepare the inputs for the 2013 CLRP.

In early Spring 2013, a new financial analysis for the 2014 CLRP Update will be initiated. To be conducted by a consultant in close cooperation with the state and local implementing agencies, this analysis will be partially funded in FY 2014 and completed by February 2014.

The Transportation Improvement Program

A financial plan for the FY 2013-2018 TIP amendments will be prepared. Since federal funding is apportioned to states, financial summaries for all TIP projects from agencies in the District of Columbia, Maryland and Virginia as well as WMATA and other transit agencies will be prepared. All projects submitted by these agencies will be grouped by the proposed federal funding categories under Surface Transportation (Title I) and Transit (Title III).

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

Oversight:	Technical Committee
Cost Estimate:	\$64,000
Products:	Financial summaries for the FY 2013-2018 TIP amendments and inputs for the draft 2013 CLRP
Schedule:	On-going as TIP amendments are submitted

E. PUBLIC PARTICIPATION

The majority of the TPB's public participation activities in FY2013 will focus on the development of the Regional Transportation Priorities Plan. The TPB's Participation Plan, which was adopted in December 2007, will continue to guide all the TPB's public involvement activities.

Work activities include:

- Provide public outreach support for the development of the new Regional Transportation Priorities Plan. Through a variety of public outreach activities,

citizens will discuss the benefits, desirability and feasibility of potential projects and plan components. This public involvement process will incorporate the following features:

- Use a variety of tools and media, ranging from social media to public forums. The TPB will consider using innovative visualization techniques to allow the public to better understand the concepts under consideration.
 - Reach out to a variety of constituencies, including community leaders and ordinary citizens not normally involved in the TPB process, as well as citizen partners such as members of the Citizen Advisory Committee and Access for All Advisory Committee.
 - Ensure public involvement is woven into the entire process for developing the Priorities Plan, especially at key milestones in the plan's development.
- Outreach for the new Regional Transportation Priorities Plan, will include, but will not be restricted to, the following activities and approaches:
 - The TPB will convene at least one large meeting of stakeholders in the TPB process, including TPB members, the CAC, AFA and Technical Committee.
 - The TPB will seek to engage the public by participating in community events and attending community meetings. The outreach for the priorities plan will seek to connect regional transportation issues with broader interests of affected communities.
 - Staff will use a variety of media to inform citizens about key milestones and activities, including public input opportunities for the new Regional Transportation Priorities Plan.
 - As, appropriate, develop and conduct workshops or events – or participate in events organized by other parties -- to engage the public and community leaders on key regional transportation issues, including challenges reflected in the CLRP and TIP.
 - Ensure that the TPB's website, publications and official documents are timely, thorough and user-friendly.
 - Develop new materials, tools and visualization techniques to better explain to the public how the planning process works at the local, regional and state levels.
 - Continue the development of an online clearinghouse with information on public involvement activities among its member jurisdictions. Drawing from the TPB Citizens guide, this clearinghouse will provide an explanation of how decisions are made at the state, local and regional and will provide information and links regarding various planning activities that effect the decisions that are reflected in the Constrained Long-Range

Plan. In developing this clearinghouse, TPB staff will coordinate with public information officers from its member jurisdictions.

- Conduct at least one session of the Community Leadership Institute, a two-day workshop designed to help community activists learn how to get more actively involved in transportation decision making in the Washington region.
- Provide staff support for the TPB Citizens Advisory Committee (CAC), including organizing monthly meetings and outreach sessions, and drafting written materials for the committee.
- Effective use of technology will include, but will not be restricted to, the following methods:
 - Conduct webinars and use other web-based tools, as appropriate, to share information among stakeholders and the public.
 - Use social media, develop a blog or use some other form of web communication to provide information to the public about regional transportation issues and engage the public in a dialogue about key topics.
- Provide staff support for the TPB Access For All Advisory (AFA) Committee that includes leaders of low-income, minority and disabled community groups.
- Prepare AFA Committee memo to the TPB with comments on the CLRP related to projects, programs, services and issues that are important to community groups, such as providing better transit information for limited English speaking populations, improved transit services for people with disabilities, pedestrian and bike access and safety, and potential impacts of transit-oriented development and gentrification.
- Continue to implement public involvement procedures, including public comment sessions at the beginning of each TPB meeting and official public comment periods prior to the adoption of key TPB documents. Refine such procedures, as appropriate.
- Identify and implement methods for regular evaluation of the TPB's public involvement activities.
- Support implementation of other aspects of the TPB Participation Plan, not explicitly described above.

Oversight: Transportation Planning Board

Cost Estimate: \$421,900

Products: TPB Participation Plan with a proactive public involvement process; CAC and AFA Committee Reports

Schedule: On-going, with forums and meetings linked to preparation of CLRP and TIP

F. PRIVATE ENTERPRISE PARTICIPATION

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

The following activities are anticipated:

- The procedures for involving private transportation providers in urban mass transportation and the activities accomplished will be documented as a section of the Transportation Improvement Program (TIP).
- To facilitate early consultation, TPB will conduct an annual forum for key transit staff from the local jurisdictions and WMATA to meet with interested private providers to discuss in general terms their plans for major bus service changes and expansions.
- Private transit providers will be afforded the opportunity to present their views on the CLRP, the TIP, and the Unified Planning Work Program while these documents are in a draft stage.
- Support will be provided to the Private Providers Task Force. This group will be the vehicle through which the above tasks are accomplished, and will advise the TPB of the private provider perspective on transit service through its chairman, who is a non-voting member of the TPB. Minutes will be prepared for Task Force meetings, as well as other documentation as required.
- Through their representation on the TPB, private transit and taxicab providers will be encouraged to contribute to the shaping of policies and strategies for the CLRP that promote effective, competitive provision of transit services, particularly in growing suburban areas and activity centers.
- In July 2007, the TPB established the Taxicab Regulators Task Force to: 1) encourage close cooperation and sharing of information between municipal and county taxicab regulators in the National Capital region and to work to resolve common problems and 2) explore the possibility of developing standards to improve

the quality of service for taxicab customers in their respective jurisdictions. TPB staff will support the task force meetings which are scheduled every quarter.

Oversight:	Transportation Planning Board
Cost Estimate:	\$18,300
Product:	Documentation on Private Provider Involvement
Schedule:	Annual Transit Forum - May 2013 Draft in TIP – June 2013

G. TPB ANNUAL REPORT AND TPB NEWS

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

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

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

- The new issue of *The Region* will describe the main activities completed in 2012.
- Produce the monthly newsletter *TPB News*.
- Write and distribute the *TPB Weekly Report*,

Oversight:	Transportation Planning Board
Cost Estimate:	\$80,100
Products:	<i>Region</i> magazine and <i>TPB News</i>
Schedule:	June 2013

H. TRANSPORTATION/LAND USE CONNECTION (TLC) PROGRAM

The TLC Program provides support to local governments in the Metropolitan Washington region as they work to improve transportation/ land use coordination at the community level. Through the program, the TPB provides its jurisdictions with consultant-provided, short-term technical assistance to catalyze or enhance planning efforts. Begun as a pilot in November 2006, the program also provides a clearinghouse to document national best practices, as well as local and state experiences with land use and transportation coordination. By the end of FY2012, 56 TLC technical assistance projects will have been completed. These projects cover a range of subjects, including promoting “complete streets” improvements to ensure pedestrian and bicycle access to transit, identifying transportation and public realm improvements to facilitate transit-oriented development, and offering recommended changes in local government policies on issues such as urban road standards or parking policies.

The following activities are proposed for FY 2013:

- Maintain and update the TLC Regional Clearinghouse and website
- Fund at least four technical assistance planning projects at a level between \$20,000 and \$60,000 each.
- Fund one pilot technical assistance project at up to \$80,000 to complete preliminary engineering and conceptual design work, enabling one previous TLC technical assistance planning project or other member jurisdiction planning project to move towards construction-readiness.
- Develop tools and activities to facilitate regional learning about TLC issues among TPB member jurisdictions through the Regional Peer Exchange Network. Organize at least one regional meeting to facilitate an exchange of information about lessons learned from past TLC projects.
- Identify recommended implementation action steps in each planning project report, such as further study needs, more stakeholder collaboration, suggested land use or local policy changes, and transportation investment opportunities and priorities.
- Provide staff support for TLC Technical Assistance Projects to be conducted as part of the MDOT Technical Assistance Program and for other projects where additional funding is provided by state or local agencies.

Oversight: TPB Technical Committee

Cost Estimate: \$395,000

Products: Updated web-based clearinghouse, technical assistance provided by consultant teams to six localities, and implementation toolkit.

Schedule: Technical assistance: September 2012-June 2013

I. DTP MANAGEMENT

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

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

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

Oversight: Transportation Planning Board

Cost Estimate: \$452,100

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

Schedule: Ongoing throughout the year

2. COORDINATION AND PROGRAMS

A. CONGESTION MANAGEMENT PROCESS (CMP)

The regional Congestion Management Process (CMP) is a federally required component of the metropolitan transportation planning process. The CMP is to address the systematic management of traffic congestion and provision of information on transportation system performance. No single occupant vehicle (SOV) capacity expanding project can receive federal funds unless it is part of the regional CMP.

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

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

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

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

sources, especially the speed data archive from the I-95 Corridor Coalition/INRIX, Inc. Vehicle Probe Project.

- Compile information and undertake analysis for development on four major aspects of the regional CMP:
 - CMP Components of the Constrained Long-Range Plan (CLRP), portions of the CLRP that specifically address CMP and its subtopics, in the form of interlinked web pages of the on-line CLRP, to be updated in conjunction with major updates of the CLRP;
 - CMP Documentation Form Information addresses federally-required CMP considerations associated with individual major projects, to be included with overall project information submitted by implementing agencies to the annual Call for Projects for the CLRP and Transportation Improvement Program (TIP) (see also Task 1.C), and incorporated into the regional CMP; and
 - National Capital Region Congestion Report, released quarterly on the TPB website, reviewing recent information on congestion and reliability on the region's transportation system and featured CMP strategies, with a "dashboard" of key performance indicators.

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

Cost Estimate: \$205,000

Products: Updated CMP portions of the CLRP; CMP Documentation Form; National Capital Region Congestion Report; summaries, outreach materials, and white paper(s) on technical issues as needed; supporting data sets

Schedule: Monthly

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

Under this work task, TPB will provide opportunities for coordination and collaborative enhancement of transportation technology and operations in the region, advised by its Management, Operations, and Intelligent Transportation Systems (MOITS) Policy Task Force and MOITS Technical Subcommittee. A key focus of MOITS planning is the region's non-recurring congestion, due to incidents or other day-to-day factors. A MOITS Strategic Plan was completed in FY2010 and provided updated guidance and direction to the program. The MOITS program includes planning activities to support the following major topics:

- ITS Data: The collection/compilation, processing, warehousing, and sharing of transportation systems usage and condition data from Intelligent Transportation Systems (ITS) sources.
- Regional Transportation Management: Particularly in conjunction with the Metropolitan Area Transportation Operations Coordination (MATOC) Program (see also Task 2.I.); follow up on MOITS-related recommendations of the COG Incident Management and Response Action Plan developed in response to the disruptive January 26, 2011 snow storm.
- Multi-modal Coordination: Examination of traffic and transit management interactions in daily operations.
- Coordination of day-to-day transportation operations planning with emergency preparedness in conjunction with the COG Regional Emergency Support Function 1 – Emergency Transportation Committee (see also Task 2.C.).
- Traveler Information: Real-time traveler information made available to the public.
- Congestion Management Process: Technology and operations strategies to address non-recurring congestion aspects of the regional Congestion Management Process (see also Task 2.A.).
- Maintenance and Construction Coordination: Regional sharing of available maintenance and construction information for coordination purposes.
- Intelligent Transportation Systems (ITS) Architecture: Maintain the regional ITS architecture in accordance with federal law and regulations; support the MOITS ITS Architecture Subcommittee.
- Traffic Signals: Assist member agencies in the exchange and coordination of inter-jurisdictional traffic signal operations information and activities; support the MOITS Traffic Signals Subcommittee.
- Climate Change Adaptation: Monitor local and national practices regarding transportation operational procedures to adapt to climate change effects. Review the COG Regional Climate Adaption Plan to identify transportation operations-related climate change adaptation activities for the region's transportation agencies to consider.
- MOITS Strategies: Analysis of strategies designed to reduce congestion, reduce emissions, and/or better utilize the existing transportation system.
- Member Agency Activities: Work as needed with the MOITS activities of the state and D.C. departments of transportation, the Washington Metropolitan Area Transit Authority, and other member agencies.
- Coordinate with supra-regional management and operations activities of the Federal Highway Administration, the I-95 Corridor Coalition, and other relevant stakeholders.
- Provide staff support to the MOITS Policy Task Force, MOITS Technical Subcommittee, MOITS Regional ITS Architecture Subcommittee, and MOITS Traffic Signals Subcommittee.

Oversight:	Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee
Cost Estimate:	\$340,300
Products:	Agendas, minutes, summaries, outreach materials as needed; white paper(s) on technical issues as needed; revised regional ITS architecture; MOITS input to the CLRP as necessary; review and advice to MOITS planning activities around the region
Schedule:	Monthly
Schedule:	Monthly

C. TRANSPORTATION EMERGENCY PREPAREDNESS PLANNING

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

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

- Conformance with U.S. Department of Homeland Security (DHS) directives and requirements
- Applications for and management of UASI and other federal Homeland Security funding.

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

Cost Estimate: \$75,400

Products: Agendas, minutes, summaries, outreach materials as needed; white paper(s) on technical issues as needed; regular briefings and reports to TPB and MOITS as necessary; materials responding to DHS and UASI requirements

Schedule: Monthly

D. TRANSPORTATION SAFETY PLANNING

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

Under this work task, TPB will provide opportunities for consideration, coordination, and collaboration planning for safety aspects of the region's transportation systems. Safety planning will be in coordination with the State Strategic Highway Safety Plan efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local efforts. Coordination will be maintained with the regional Street Smart pedestrian and bicycle safety outreach campaign. Major topics to be addressed in the Transportation Safety Planning task include the following:

- Support of the Transportation Safety Subcommittee.
- Safety data compilation and analysis; follow up on recommendations from the regional transportation safety data analysis tool scoping study completed in FY2011.
- Coordination on metropolitan transportation planning aspects of state, regional, and local safety efforts, and with transportation safety stakeholders.
- Coordination with other TPB committees on the integration of safety considerations.
- Maintenance of the safety element of region's long-range transportation plan.

Oversight:	Transportation Safety Subcommittee
Cost Estimate:	\$125,000
Products:	Safety element of the CLRP; summaries, outreach materials, and white paper(s) on technical issues as needed.
Schedule:	Quarterly

E. BICYCLE AND PEDESTRIAN PLANNING

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

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

- Coordinate and host one or more regional bicycle and pedestrian planning or design training, outreach, or professional development opportunities for member agency staffs or other stakeholders.
- Provide staff support to the Bicycle and Pedestrian Subcommittee, supporting the regional forum for coordination and information exchange among member agency bicycle and pedestrian planning staffs and other stakeholders.

Oversight:	Regional Bicycle and Pedestrian Subcommittee
Cost Estimate:	\$108,700
Products:	Compilation of bicycle and pedestrian facilities for the TIP; maintenance of the regional bicycle and pedestrian plan on the TPB Web Site; one or more regional outreach workshops; Subcommittee minutes, agendas, and supporting materials; white papers or other research and advisory materials as necessary
Schedule:	Bimonthly

F. REGIONAL BUS PLANNING

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

The major topics to be addressed in FY 2013 include the following:

- Continued development of a priority list of regional projects to improve bus transit services, which will assist in informing the Regional Transportation Priorities Plan (RTPP) and potential federal grant opportunities.
- Development and publication of useful operations, customer, and financial data on regional bus services for TPB and public utilization, including an update of the 2008 *Moving Forward: Status of the Bus Systems of the National Capital Region* brochure.
- Coordination and evaluation of CLRP and TIP proposals and amendments with regard to bus transit service plan implementation.
- Provide technical advice and input regarding regional transportation and land use coordination, including the development of transit assumptions for TPB planning studies.

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

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

G. HUMAN SERVICE TRANSPORTATION COORDINATION

In 2009 the TPB adopted an Update to the Coordinated Human Service Transportation Plan for the National Capital Region ("Coordinated Plan"). A Coordinated Plan is required under the final USDOT planning regulations to guide funding decisions for the following three Federal Transit Administration (FTA) programs: 1) Formula Program for Elderly Persons and Persons with Disabilities (Section 5310); 2) Job Access and Reverse Commute for Low Income Individuals (JARC, Section 5316); and 3) New Freedom Program for Persons with Disabilities (Section 5317). The Coordinated Plan describes existing transportation services, unmet transportation needs, strategies to address those needs and priorities for implementation to better serve persons with disabilities, those with limited incomes and older adults. The Coordinated Plan also establishes selection criteria for the competitive selection of JARC and New Freedom projects. The final regulations also require that the CLRP and TIP shall consider the design and delivery of non-emergency transportation services. The TPB became the designated recipient of the FTA's JARC and New Freedom programs in 2006 for the Washington DC-VA-MD Urbanized Area; each program provides approximately \$1 million in Federal funds annually to the Washington region. The goals of these programs are to improve transportation services for low-income individuals and people with disabilities.

The TPB established the Human Service Transportation Coordination Task Force (“Task Force”) to develop and help implement the Coordinated Plan which must guide annual JARC and New Freedom project selections. The Task Force is comprised of human service and transportation agency representatives from each TPB jurisdiction as well as consumers and private providers. Each year, the Task Force establishes priorities for the annual solicitations and assists with outreach.

Proposed work activities include:

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

- Review and implement the recommendations from the report “Assessment of Job Access Reverse Commute (JARC) and New Freedom Programs in the National Capital Region”, conducted by Nelson/Nygaard Consulting Associations, Inc., January 2012;
- Develop priority projects in preparation for the 2014 solicitation for JARC and New Freedom grants and identify potential project sponsors;
- Coordinate special meetings on issues such as Medicaid transportation, low-income transportation needs or MetroAccess as requested; and
- Coordinate the activities of the coordination task force with the TPB Access For All Advisory Committee and the Private Providers Task Force.

Oversight: Transportation Planning Board

Cost Estimate: \$114,800

Products: Potential project priorities in preparation for the 2014 JARC and New Freedom Solicitation

Schedule: June 2013

H. FREIGHT PLANNING

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

- Support the Regional Freight Subcommittee.

- Maintain the Regional Freight Plan and supporting information on the TPB Web site for member agency and public access.
- Ensure consideration of freight planning issues in overall metropolitan transportation planning, including:
 - Work proactively with the private sector for consideration of private sector freight issues. Identify topics of interest to private sector, often competing trucking and freight stakeholders.
 - Continue following up on recommendations from the Regional Freight Forum held in FY2011.
 - Advise the TPB and other committees in general on regional freight planning considerations for overall metropolitan transportation planning.
 - Coordinate with federal, state, and local freight planning activities.
 - Analyze available freight movement data for the region.
 - Coordinate with TPB travel monitoring and forecasting activities on freight considerations.
 - Examine truck safety issues.
 - Develop ongoing freight component input to the Constrained Long Range Plan (CLRP).
 - Keep abreast of regional, state, and national freight planning issues.
 - Undertake data compilation and analysis on freight movement and freight facilities in the region.
 - Undertake freight stakeholder outreach with representatives of the freight community, including carriers, shippers, and other stakeholders, to gain their input on regional freight movement, safety and other issues and to gauge their interest in state and MPO planning and programming processes.
 - Publish a periodic e-newsletter on regional freight planning issues.

Oversight: TPB Freight Subcommittee

Cost Estimate: \$150,000

Products: Data compilation and outreach materials as needed; white paper(s) on technical issues as needed; structured interviews and summarized results

Schedule: Bimonthly

I. METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM PLANNING

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

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

- **Committee Support:** Provide administrative support of MATOC Steering Committee and subcommittee meetings, including preparation of agendas and summaries and tracking of action items.
- **TPB Reports:** Provide regular briefings to the TPB on MATOC Program progress.
- **TPB Staff Participation:** Provide input and advice to the MATOC Information Systems Subcommittee and Operations Subcommittee; coordinate as necessary with the Management, Operations, and Intelligent Transportation Systems (MOITS) Technical Subcommittee.
- **Outreach:** Coordinate the work of MATOC with other organizations, for example, with public safety or emergency management groups and media representatives; prepare articles, presentations and brochures to convey MATOC concepts, plans, and accomplishments. Also coordinate with the COG Regional Emergency Support Function # 1 - Emergency Transportation Committee.
- **Implementation Planning:** Prepare implementation plans describing the work required to reach defined stages of MATOC operating capability, including expert input from MATOC subcommittees.
- **Financial and Legal Analysis:** Support discussion of the identification of funding sources, estimation of funding needs, as well as preparation of legal agreement materials that provide for the long term sustainability of MATOC.
- **Performance Measurement:** Support MATOC committee discussions of assessing progress against MATOC's defined goals and objectives.

- Risk Management: Identify and monitor major risks to progress and identify actions to be taken in order to avoid incurring risks or mitigating their consequences.
- Supporting Materials: Develop supporting or informational materials for the above activities as necessary.

Oversight:	MATOC Steering Committee; MOITS Technical Subcommittee
Cost Estimate:	\$120,000
Products:	Agendas, minutes, summaries, and outreach materials as needed; white paper(s) on technical issues as needed; regular briefings and reports to the TPB, MATOC committees, and the MOITS Policy Task Force and Technical Subcommittee.
Schedule:	Monthly

3. FORECASTING APPLICATIONS

A. AIR QUALITY CONFORMITY

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

The 2012 Constrained Long Range Plan (CLRP) and FY2013-18 Transportation Improvement Program (TIP) will address ozone, wintertime carbon monoxide, and fine particles (particulate matter, PM_{2.5}) requirements, including differing geographical boundaries, inventory time periods, and evaluation criteria by pollutant. The schedule for adoption of the updated plan and TIP calls for most of the work to be completed in FY2012. As the Public Comment Period extends beyond the end of FY2012 and into the start of FY2013, it is anticipated that the final stages of the plan development consisting of incorporation of the public comments, development of the final report, adoption by the TPB and subsequent transmittals will take place in July 2012. Upon adoption of the 2012 CLRP, a new Air Quality Conformity cycle will begin for the 2013 CLRP and FY2013-18 TIP, which will run throughout FY2013.

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

The FY2013 Air Quality Conformity work program will include the following:

- Completion of the final stages of the Air Quality Conformity Determination of the 2012 CLRP, including incorporation of comments received during public comment period, development of the final report, adoption by the TPB and subsequent submittals occurring in July 2012. The work will also include documentation and organization of all data files for use in subsequent regional and corridor/subarea planning studies.
- Initiation and execution of several work tasks associated with the 2013 CLRP using the most up-to-date project inputs, which consist of the latest cooperative land use forecasts, regional travel demand forecasting model, and emissions estimating model (MOVES).

- Execution of all required interagency and public consultation procedures, inclusive of funding of COG/DEP for the purpose of providing input data, conducting periodic reviews and coordinating involvement by the Metropolitan Washington Air Quality Committee (MWAQC).
- Coordination of project solicitation, documentation, and emissions reduction analysis associated with CMAQ projects. Completion of incidental air quality conformity reviews (non-systems level), as required throughout the year.
- Keeping abreast of federal requirements – as they are updated throughout the year – on new air quality conformity regulations and technical guidance as it becomes available.

Oversight:	Technical Committee and Travel Management Subcommittee, in consultation with MWAQC committees
Cost Estimate:	\$563,200
Products:	Final report on Air Quality Conformity Assessment of 2012 CLRP and FY2013-18 TIP; Preliminary materials on Air Quality Conformity Assessment of 2013 CLRP and FY2013-18 TIP.
Schedule:	June 2013

B. MOBILE EMISSIONS ANALYSIS

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

The FY2013 Mobile Emissions work program will include the following tasks:

- Development, updating (as necessary) and formatting of all the input data needed for successful MOVES emission model runs as part of the 2013 CLRP Air Quality Conformity Assessment. MOVES emission model runs will also be used for assessing regional GHG emissions inventories, thus providing technical support in regional studies. In this context, this work activity will also include analyses of strategic planning scenarios as part of the TPB's on-going planning activities and the COG Board's Climate, Energy, and Environment Policy Committee (CEEPC).
- Development of emissions rates using MOVES in order to measure the effectiveness of existing and future TERMS in reducing emissions in the region. A component of this will consist of provision of technical support to the Commuter

Connections Program by analyzing TERMS applicable to this program.

- Funding support to the Department of Environmental Programs (DEP) for the following activities: (1) provision of data from air agencies (2) updating the TPB and its committees on federally-mandated issues related to mobile emissions; and (3) interdepartmental consultation in the development of emissions factors used for various applications.
- Response to data requests for emissions rates, inventories, data documentation or technical assistance requested by governmental and private sector entities in support of technical studies or regional planning. This will also include evaluation of TERMS.
- Participation in state, MWAQC Technical Advisory and Executive Committees, CEEPC technical and other policy discussions, public forums and hearings as deemed necessary.

Oversight: Technical Committee in consultation with MWAQC
Technical committees

Cost Estimate: \$640,100

Products: Various technical analyses, reports, presentations and
technical memoranda

Schedule: June 2013

C. REGIONAL STUDIES

Regional Transportation Priorities Plan

In July 2011, the TPB approved a work scope and process for developing the TPB Regional Transportation Priorities Plan (RTPP). The plan will be developed over a two-year period, beginning in July 1, 2011 in FY 2012 with completion by July 1, 2013, the beginning of FY 2014. Public involvement will be sought at each stage of the two-year process.

The priority planning process will use a set of performance measures to quantify progress toward regional goals and to identify the near and long term challenges and potential actions or strategies needed to address them. A comprehensive benefit-cost analysis will be used to identify the high payoff strategies and projects for inclusion in the CLRP. The process includes three tasks:

Task 1: Reaffirm Regional Goals and Agree Upon Performance Measures

This task will review the TPB Vision goals, the goals in COG's Region Forward Planning Guide, and the relationship between them. It will identify a set of performance measures

that quantify near and long term progress toward these regional goals

Task 2: Determine Regional Challenges and Strategies to Address Them

This task will use the performance measures to identify challenges and actions the region needs to take in order to meet regional goals. It will identify potential near and long term regional strategies to address the challenges.

Task 3: Develop Regional Priorities, Both Funded and Unfunded

This task will identify those strategies with the greatest potential to address the regional challenges as demonstrated through benefit-cost analysis. Candidate priorities will be obtained from the various planning studies that have been conducted at the state, regional, sub-regional, and local levels, and the CLRP Aspirations Scenario. Several TPB Technical Subcommittees have also developed priorities for their areas of responsibility, including bicycle and pedestrian, regional bus, airport access, freight, and management, operations and intelligent transportation systems (MOITS). Candidate priorities may be suggested from comments and ideas generated through the public involvement activities to be conducted throughout the process.

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

By the end of FY 2012, draft and final interim reports will be prepared on tasks 1 and 2. The task 1 report will reaffirm regional goals, and present an initial set of performance measures, challenges, and strategies for addressing regional challenges. The task 2 report will contain revised performance measures, challenges and strategies based upon public feedback. It will also present the public outreach process for FY 2013, which will be designed to invite input into the strategy prioritization process.

During FY 2013, near-term and longer term regional priorities will be identified under task 3. The public outreach component of the strategy prioritization process and public involvement in plan development are described under work activity 1.E Public Participation. The final report incorporating the three interim reports on the regional transportation priorities plan will be produced in early FY 2014.

Support for COG's Region Forward

In 2011, the TPB collaborated with the Metropolitan Washington Council of Governments (COG) Department of Community Planning and Services on a competitive grant submission to the HUD Sustainable Communities Planning Grant program. This grant submission outlined the strategy COG would employ to establish a regional plan

for sustainable development. Though the grant was not awarded, COG continued to work on developing a regional plan for sustainable development as an extension of its existing efforts to solve key challenges in the region through its Region Forward program. Region Forward is supported by a voluntary compact signed by all of the COG member jurisdictions, and outlines a series of targets and indicators that measure progress towards creating and attaining a more accessible, sustainable, prosperous, and livable future. In FY 2012, TPB staff provided support for COG's Region Forward regional planning efforts involving transportation. In FY 2013, TPB staff will continue to provide support for these efforts.

Prepare Grant Applications for US DOT Grant Funding Programs

The TPB has approved the submission of TIGER I, II and III competitive grant applications in response to US DOT funding program opportunities. In February 2010, the TPB was awarded \$58.8 million for a regional priority bus network under the TIGER I grant program. In August 2010, the TPB applied for funding towards a regional bike-sharing project under TIGER II which was not awarded. In October 2011, the TPB applied for funding towards multimodal access improvements for rail stations in the region under TIGER III which was not awarded. In FY 2013, TPB staff will respond to promising opportunities for submitting project grant applications for USDOT grant funding programs, as approved by the TPB.

Oversight:	Transportation Planning Board
Cost Estimate:	\$516,300
Products:	Interim report on Task 3 on regional priorities Project grant applications for USDOT grant funding programs as approved by TPB
Schedule:	Draft interim report on Task 3 – June 2013

D. COORDINATION OF COOPERATIVE FORECASTING AND TRANSPORTATION PLANNING PROCESSES

Under this work activity staff will support the Planning Directors Technical Advisory Committee (PDTAC) and the TPB Technical Committee in the coordination of local, state and federal planning activities and the integration of land use and transportation planning in the region.

The following work activities are proposed for FY 2013:

- Work with the Planning Directors Technical Advisory Committee (PDTAC) to update and refine the map of Regional Activity Centers and develop complete community investment typologies.
- Work with members of the Cooperative Forecasting Subcommittee to enhance

and improve the quality of small area (TAZ-level) employment data. This effort will involve the tabulation and analysis of state ES-202 employment data files for DC, MD and VA and collaboration with the National Capital Planning Commission (NCPC) and the General Services Administration (GSA) to obtain site specific employment totals for federal employment sites in the region.

- Work with members of the Cooperative Forecasting Subcommittee to analyze changes in regional economic, demographic and housing trends drawing on the results from the Census American Communities Survey (ACS) and from other available federal, state, local data sources.
- Work with the members of the Cooperative Forecasting Subcommittee, the region's Planning Directors, the Baltimore Metropolitan Council, the Tri-County Council for Southern Maryland, the George Washington Regional Planning Commission and the Planning Directors of Fauquier County- VA, Clarke County-VA and Jefferson County-WV to develop updates to the Round 8.1 Cooperative Forecasts by jurisdiction and reconcile these updated local jurisdiction forecasts with the regional econometric benchmark projections.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to develop updated Round 8.2 Transportation Analysis Zone (TAZ)-level growth forecasts.
- Update and maintain Cooperative Forecasting land activity databases that are used as input into TPB travel demand-forecasting model. Prepare updated Round 8.2 TAZ-level population, household, and employment forecasts for both COG member and non-member jurisdictions in the TPB Modeled Area.
- Work with the Cooperative Forecasting Subcommittee and the region's Planning Directors to assess the effects of significant transportation system changes on the Cooperative Forecasting land activity forecasts. Document key land use and transportation assumptions used in making updates to the Cooperative Forecasting land activity forecasts
- Respond to public comments on updated Round 8.2 forecasts and the Cooperative Forecasting process.
- Develop and publish useful economic, demographic and housing-related information products including the monthly Regional Economic Monitoring Reports (REMS) reports, the annual "Commercial Development Indicators" and economic and demographic data tables to be included in the Region Forward Baseline analysis.

Oversight: Technical Committee

Estimated Cost: \$806,800

Products: Coordination of Land Use and Transportation Planning

in the Region, Update of Regional Planning Databases, Mapping of Updated Regional Activity Centers, Development and Distribution of technical reports and information products.

Schedule: June 2013

4. DEVELOPMENT OF NETWORKS AND MODELS

A. NETWORK DEVELOPMENT

The role of the TPB's network development program is to develop and maintain a series of transportation networks that are key inputs to the regional travel demand model. These transportation networks, which are representations of the regional highway and transit system, are normally developed for an existing/base year and multiple forecast years, subject to air quality planning requirements. The network files are reviewed each year to ensure that they 1) incorporate the most recent operational changes to the transportation system, especially those updates planned or implemented by local transit operators; and 2) are consistent with the latest CLRP and six-year Transportation Improvement Program. During FY-2013, TPB staff will develop transportation networks that are compliant with the recently adopted Version 2.3 travel demand model, which operates on a 3,722-zone system. Regional transportation networks are currently developed and managed using an ArcGIS-compliant database and editing system. Refinements to the geodatabase management system will be ongoing during FY-2013. The essential activities will serve to:

- Update the TPB's base-year (2012) transit network to the most current operating conditions, in cooperation with the local transit providers in the Metropolitan Washington Region.
- Prepare base- and forecast-year highway and transit networks in accordance with the latest TIP and CLRP elements and in accordance with Version 2.3 model requirements. The future year networks will be developed over the updated base year network
- Support the development of networks for special regional planning studies
- Further refine the TPB's existing GIS system which is used to facilitate network coding and network file management. The refinements will consists of: 1) documenting the existing database and network coding procedures that are currently being used, 2) implementing improvements to the database software, where feasible, on an "as needed" basis, and 3) investigating opportunities to merge data from other geographically referenced data onto the regional highway links (for example, bus routing data from local transit providers or INRIX highway speed data) in order to improve network accuracy or to aid in ongoing model validation activities.

Oversight: Travel Forecasting Subcommittee

Cost Estimate: \$769,700

Products: A series of highway and transit networks reflecting the latest TIP and Plan and compliant with the Version 2.3 travel model, with documentation. Technical documentation describing the TPB's existing GIS-

based network coding practices and procedures.

Schedule: June 2013

B. GIS TECHNICAL SUPPORT

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

The following work activities are proposed for FY 2013:

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

Oversight:	Technical Committee
Estimated Cost:	\$548,800
Products:	Updated GIS software, databases, User Documentation, Training materials, Support and enhancement of GIS procedures to develop and manage transportation networks.
Schedule:	June 2013

C. MODELS DEVELOPMENT

The role of the TPB's models development program is to maintain and advance the TPB's travel forecasting methods and practice. The program is formulated around the general areas of data collection, short and long term models development, research, and maintenance activities. During FY 2012, the Version 2.3 Travel Model transitioned from development to practice and is currently the adopted regional travel model for the Metropolitan Washington Region. The model was applied by TPB staff for air quality planning work in FY 2012 and is now being used by local planning agencies for project planning studies. During FY 2013, staff will continue to support the application of the Version 2.3 model and will also investigate refinements to the Version 2.3 model, as recommended by previous consultant reviews of the TPB's travel forecasting practice. The models development program will include ongoing services of a consultant for conducting focused research on modeling practices across the U.S., and for providing advice on specific modeling methods. Staff plans to keep abreast of research in the travel demand forecasting field, including the most recent experiences of activity-based model (ABM) deployments in other cities in the U.S. The Models Development activities will serve to:

- Support the application of the Version 2.3 travel model for air quality planning work and other planning studies conducted by TPB staff. This will include the update of travel modeling inputs as necessary, investigating technical problems that might arise during the course of application, and documenting refinements to the model. Staff will also support local project planning work on an "as needed" basis
- Continue the investigation of refinements to the Version 2.3 model, drawing from recommendations compiled from past expert reviews of the regional travel model. These refinements will likely focus on improvements to the existing traffic assignment process, the mode choice model (possibly including new transit path-building procedures), and time of day modeling.
- Continue with sensitivity testing with the Version 2.3 model, in consultation with the Travel Forecasting Subcommittee (TFS).
- Supporting the integration of the travel demand model with the new EPA MOVES model for estimating mobile emissions.
- Analyze the geographically focused household travel survey data that TPB staff recently collected during FY 2012.

- Keep abreast of new developments in travel demand forecasting, both short-term developments (such as for trip-based, four-step models) and long-term developments (such as ABMs and airport choice and ground access mode choice models). To aid in this effort, TPB staff will continue the consultant contract to perform a scan of best modeling practice. Staff will also continue participation in the AMPO Travel Modeling Work Group, other organizations and activities, such as the Transportation Research Board (TRB), the Travel Modeling Improvement Program (TMIP), the Federal Transit Administration (FTA) guidelines on modeling for New Starts, the Institute of Transportation Engineers (ITE).
- Staff will continue support to the TFS as a forum to discuss issues relating to travel forecasting needs and to promote guidance of the regional travel demand model application.
- Staff will keep abreast of hardware and software needs and opportunities, including the potential use of “cloud computing” and the use of versioning software as an efficient way of tracking model code as it evolves with model refinements over time.

Oversight:	Travel Forecasting Subcommittee
Cost Estimate:	\$1,071,200
Products:	Updated travel models; documentation of models development activities; and recommendations for continued updating of the travel demand modeling process.
Schedule:	June 2013

D. SOFTWARE SUPPORT

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

The FY2013 Software Support work program will include the following tasks:

- Continued support on executing CUBE / TP+ runs and migration to CUBE / Voyager in running TPB travel demand forecasting applications.
- Continued support on MOVES emissions model runs and supporting software

applications.

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

Oversight: TPB Technical Committee

Cost Estimate: \$178,900

Products: Sensitivity tests, feasibility analyses and research on hardware/software systems; DTP staff training in various software packages (e.g., CUBE/Voyager, MOVES2010 etc.)

Schedule: June 2013

5. TRAVEL MONITORING

A. CORDON COUNTS

Monitoring of the volume of period weekday travel entering the Central Employment Area of the region during the AM Peak Period and exiting the Central Employment Area during the PM Peak Period is performed on a 3 to 4-year cycle. In the spring of 2013, staff will collect traffic data and coordinate transit data collection among various transit providers for the 2013 Central Employment Area Cordon Count. Data collection in the inbound direction will take place during the AM peak period and data collection in the outbound direction will take place during the PM peak period. Data collected will include vehicle volumes by time of day, vehicle classification and auto occupancy, and transit passenger volumes. Data will be edited, checked for reasonableness, and readied for processing. The end product of this task will be data files ready to process in at the start of FY 2014.

Oversight:	Travel Forecasting Subcommittee
Estimated Cost:	\$250,800
Products:	Data Files from the Spring 2013 Central Area Cordon Count for processing to produce a report in FY 2014.
Schedule:	June 2013

B. CONGESTION MONITORING AND ANALYSIS

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

Oversight:	MOITS Technical Subcommittee
Cost Estimate:	\$350,000
Products:	Transportation systems monitoring data sets and analysis reports
Schedule:	June 2013

C. TRAVEL SURVEYS AND ANALYSIS

Household Travel Survey

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

The following work activities are proposed for FY 2013:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey and the Geographically-Focused Household Surveys conducted in 2011/2012. Update of survey data files and user documentation as required.
- Continue to mine data collected in the 2007/2008 Regional Household Travel Survey the Geographically-Focused Household Surveys conducted in 2011/2012 support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the TPB modeled area.
- Collect household travel survey data for 2,400 households in six focused geographic subareas of the region for more intensive analysis of specific growth and transportation issues. Examples of focused geographic subarea could include Metrorail station areas of a specific type, highway corridors with recent or planned major improvements, proposed light rail study area, or regional activity centers of with specific characteristics. *Proposed focused geographic subareas for FY 2013 include: (1) Federal Center/Southwest/Navy Yard in DC (2) H Street Corridor NE in DC (3) Silver Spring in Montgomery County (4) US 1/Green Line in Prince George's County (5) City of Fairfax and (6) City of Manassas. The proposed geographic subareas will be reviewed and subject to refinement by the TPB Technical Committee and local jurisdiction planning staff.*

Oversight: Travel Forecasting Subcommittee

Estimated Cost: \$706,300

Product: Household Travel Survey Data Collection and Processing, Household Travel Survey Analyses,

Information Reports and Technical Memorandum,
Maintenance of Travel Survey Data and
Documentation

Schedule: June 2013

D. REGIONAL TRANSPORTATION DATA CLEARINGHOUSE

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

The following work activities are proposed for FY 2013:

- Update Clearinghouse data files with FY11-12 highway and transit network data.
- Update Clearinghouse traffic volume data with AADT and AAWDT volume estimates, hourly directional traffic volume counts and vehicle classification counts received from state DOTs and participating local jurisdiction agencies.
- Update Clearinghouse transit ridership data with data received from WMATA, PRTC, VRE, MTA and local transit agencies including the Ride-On, The Bus, ART, DASH and the Fairfax Connector.
- Add newly collected and processed freeway and arterial road speed and level of service (LOS) data to the Regional Transportation Data Clearinghouse network.
- Add updated Cooperative Forecasting data to the Clearinghouse by TAZ.
- Update Regional Clearinghouse user manuals and documentation.
- Display Clearinghouse volume, speed and LOS data on a web-based application that utilizes satellite/aerial photography imagery with zooming user interface.
- Implement an ArcGIS server-based application to distribute Regional Transportation Clearinghouse Data to TPB participating agencies via a lightweight web browser application.

Oversight: Technical Committee

Estimated Cost: \$317,900 total

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

Schedule: June 2013

6. TECHNICAL ASSISTANCE

The TPB work program responds to requests for technical assistance from the state and local governments and transit operating agencies. This activity takes the form of individual technical projects in which the tools, techniques, and databases developed through the TPB program are utilized to support corridor, project, and sub-area transportation and land use studies related to regional transportation planning priorities. The funding level allocated to technical assistance is an agreed upon percentage of the total new FY 2013 funding in the basic work program. The funding level for each state is an agreed upon percentage of the total new FTA and FHWA planning funding passed through each state. The funding level for WMATA is an agreed upon percentage of the total new FTA funding. The specific activities and levels of effort are developed through consultation between the state and WMATA representatives and TPB staff.

Technical assistance projects anticipated in FY 2013 are described below. Total funds allocated to the District of Columbia, Maryland, Virginia, and WMATA for technical assistance are shown in Table 2. Work on each project is directed by staff from the respective state DOT or WMATA and is conducted by TPB staff or consultants as noted.

A. DISTRICT OF COLUMBIA

1. Program Development, Data Requests and Miscellaneous Services

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

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

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

The program for FY 2013 remains to be specified.

TOTAL DISTRICT OF COLUMBIA COST ESTIMATE: \$371,600

B. MARYLAND

1. Program Development Management

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

Cost Estimate: \$30,000

Schedule: On-going activity

2. Project Planning Studies

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

Cost Estimate: \$130,000

Schedule: On-going activity

3. Feasibility/Special Studies

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

Cost Estimate: \$160,000

Schedule: On-going activity

4. Transportation Performance Measures

- Project Level Evaluation: SHA requires measurable results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to

maximize the benefits of the transportation planning and programming process. The results could be expressed in terms of Levels of Service, Travel Delay and mobility criteria, which will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.

Sub-Item Cost Estimate: \$10,000

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$11,000

Schedule: On-going activity

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

Sub-Item Cost Estimate: \$10,000

Schedule: On-going activity

Cost Estimate: \$31,000

Schedule: On-going activity

5. Training /Miscellaneous Technical Support

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

Cost Estimate: \$40,000

Schedule: On-going activity

6. Statewide Transportation Model Support

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

Cost Estimate: \$65,000

Product: Technical Memoranda

Schedule: June 2013

7. Transportation / Land Use Connections Program

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

Cost Estimate: \$115,000

Product: Grant awards, technical reports from contractors

Schedule: June 2013

8. Other Tasks yet to be defined

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

Cost Estimate: \$52,000

TOTAL MARYLAND COST ESTIMATE: \$ 623,000

C. VIRGINIA

1. Data/Documentation Processing

This project is established to process requests for data/documents from Northern Virginia and to account for TPB staff time spent in developing scopes of work for requested projects and for administering the resultant work program throughout the year.

Cost Estimate: \$25,000

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

The program for FY 2013 remains to be specified.

TOTAL VIRGINIA COST ESTIMATE: \$509,200

D. WMATA

1. Program Development

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

Cost Estimate: \$10,000

Schedule: on-going activity

2. Miscellaneous Services

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

Cost Estimate: \$8,500

Schedule: on-going activity

3. Bus Passenger Counts in Support of the 2013 Central Employment Area Cordon Count

TPB Staff will conduct Metrobus and Circulator ridership counts as apart of the Spring 2013 Central Employment Area Cordon Count. Bus ridership data collection will be performed at approximately 40 cordon monitoring stations for inbound buses (toward the D.C. core) between 5 am and 10 am, outbound buses (away from D.C. core) between 3 pm and 8 pm and at the Potomac River crossings in both directions between 5-10 am and 3-8 pm. Data collection will include date of count, weather conditions, time of observation, bus number, route number and number of riders. The count will not include local transit operators or Metrorail riders. Bus ridership counts will be added to the Central Employment Area Cordon Count data set.

Cost Estimate: \$50,000

Schedule: May 2013

The program for FY 2013 remains to be specified.

TOTAL WMATA COST ESTIMATE: \$195,200

7. CONTINUOUS AIRPORT SYSTEM PLANNING PROGRAM

The purpose of the CASP program is to provide a regional process that supports the planning, development and operation of airport and airport-serving facilities in a systematic framework for the Washington-Baltimore Region, which includes the region's three major commercial airports: Baltimore Washington International Thurgood Marshall Airport, Ronald Reagan Washington National Airport, and Washington Dulles International Airport. Oversight of the program is the responsibility of the TPB Aviation Technical Subcommittee. The elements of the multi-year CASP work program to be performed during FY 2013 are as follows:

Ground Access Element Update

This update to the Ground Access Element of the Regional Airport System Plan will provide an analysis of current and forecast ground access concerns at the region's commercial airports. The project will also integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access to the region's airports. In FY 2012 staff began Phase 1 of the Ground Access Element Update and it will be completed in FY 2013, resulting in a detailed supply analysis of regional airport ground access services and facilities. Phase 2 of this project will also be completed during FY 2013 and will continue the analysis of demand, needs analysis and identification of policy recommendations including the preparation of the final report.

Specific tasks to be completed include undertaking a review of forecasted demand for airport ground access, identifying ground access needs of the region's air passengers and documenting issues and problems, highlighting key issues to be addressed in the Constrained Long Range Plan (CLRP), and coordination with relevant agencies to identify policy issues. The products of this project will be a detailed supply analysis of regional airport ground access services and facilities, and a final report outlining key policy issues and recommendations pertaining to the ground access to the region's airports. The finalized update will be used to integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region.

Cost Estimate: \$180,800

Process 2011 Air Passenger Survey

Processing the data collected in the 2011 Regional Air Passenger Survey will be carried out in two phases. Phase 1 will conclude early in FY2013 and result in a final database of the 2011 survey results. Specific tasks for this phase include data entry, editing and conducting logic checks of the data, and geocoding the data to small area transportation analysis zones. Phase 2 will begin and also be completed in FY2013. Specific tasks for this phase include data expansion, data tabulation, and data analysis. During this process detailed statistical analysis of the survey is conducted, resulting in summarization of the survey findings. Findings are summarized by the various characteristics of the air passengers, characteristics of their ground access trips (work vs. nonwork, resident vs.

non-resident, mode of access, airport preference, etc.) as well as the geographic characteristics of ground access trips. Analysis concludes with the production of summary tables and charts, and GIS-based maps that will be incorporated the final survey report. The products for this phase will be the preparation of a summary findings and a final full technical report.

Cost Estimate: \$ 115,000

Update Ground Access Forecasts – Phase 1

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

Specific tasks to be completed in Phase 1 are: the update of annual local originating passenger forecasts, conversion of base year and forecast annual local originating air passenger trips to average weekday passenger trips, review and analysis of average weekday ground access trips by mode, trip origin and resident status for each AAZ and transportation analysis zone; the review and refinement of the AAZ area system, and calculation of weekday ground access trip generation rates by trip origin and resident/non-resident status for each AAZ. The product of Phase 1 will be a technical memorandum documenting the updated trip generation rates and the methodology used to produce them.

Cost Estimate: \$ 50,000

TOTAL CASP COST ESTIMATE: \$345,800

8. SERVICE/SPECIAL PROJECTS

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

**IV. PROPOSED FY 2013 STATE TRANSPORTATION AGENCY
STATE PLANNING AND RESEARCH PROGRAMS (SPR)**

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District of Columbia Department of Transportation
State Planning and Research (SPR) Program Elements Supporting
the Washington Area Work Program FY 2013

Systems Planning: Review transportation plans and coordinate planning activities for major transportation projects; Manage and monitor the progress of all transportation studies; Organize public involvement activities and meetings with residents, businesses and visitors of the District; and educate the public on bicycle and pedestrian safety.

Strategic State and Regional Planning: Develop and implement the Annual State Planning Work Program describing work to be performed in FY2011; Manage planning efforts for the development of the Transportation Improvement Plan (TIP) and the State Transportation Improvement Plan (STIP); Implement the Unified Planning Work Program (UPWP); and optimize fiscal resources to meet Federal Highway aid and the District capital program investments.

Environment Excellence: Review project for environmental compliance and address issues as they relate to environmental planning and coordination; Coordinate with the District Department of the Environment on air quality initiatives; and serve as the Liaison for the Air Quality Program.

Context Sensitive Solutions: Responsible for the review and comment on transportation impact plans, development projects and zoning site plans and the review of planning projects.

Data Collection and Analysis: Protect the quality of the District's streets, bridges, tunnels, alleys, and sidewalks; Prepare highway statistical data reports to comply with federal requirements; Maintain the functional classification of local highway systems, mileage certification reporting, inventory and condition assessment of all assets and test and evaluates all construction materials used; and develop improvements to traffic flow, minimize pollution and improve pedestrian and vehicular safety.

Traffic Safety Data Collection: Perform counts on traffic data, vehicle crash data and pedestrian crash data and process data relative to the movement of vehicles, persons, services and goods on city streets and highways.

Metropolitan Planning: Describes the regional transportation planning and special technical assistance projects proposed to be undertaken July 1, 2011 through June 30, 2012 by COG/TPB staff in cooperation with state and local agencies and WMATA.

Program Funding: The FY 2012 SPR Program funding is \$2,853,797 (Federal = \$2,283,038 and District = \$570,759).

Maryland Department of Transportation
State Highway Administration
State Planning and Research (SPR) Program Elements Supporting the
Washington Area Work Program FY 2013

I. Systems and Programming

A. Programs

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

- Develop the FY 2013-2018 CTP.
- Coordinate with appropriate State and local planning staffs, MPOs and State, county and municipal elected officials.
- Prepare presentation materials for the annual tour.
- Prepare and submit an annual program for use of available federal funds in accordance with Title 23 U.S.C. and SAFETEA-LU.
- Coordinate the STIP with the regional TIPs, CTP and local jurisdiction's highway improvement programs

2. Local Government Liaison

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

3. Long Range Planning

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

II. Traffic

A. Traffic Monitoring Program

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

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

III. Metropolitan Planning Organization Liaison

A. Urbanized Areas

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

IV. Highway Statistics

A. Mileage

Federal System

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

B. State, County and Municipal Highway Systems

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

C. Highway Performance and Monitoring System

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

V. Special Studies

A. Preliminary Studies

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

MDOT State Highway Administration	
FY 2013 State Planning & Research Program Elements	
Supporting the Washington Area Work Program	
Item	Amount (\$)
I. Systems & Programming	
A. CTP	\$34,216
B. Local Government Liaison	\$102,490
C. Long Range Planning	\$48,876
II. Traffic Monitoring Program	\$1,375,836
III. MPO Liaison	\$32,151
IV. Highway Statistics	\$589,958
V. Special Studies	\$242,011
Total	\$2,443,538

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

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

**METROPOLITAN PLANNING ACTIVITIES:
(\$500,000 requested: \$400,000 Fed; \$100,000 State Match)**

This element represents the various activities undertaken by NoVA District (VDOT) Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements / work tasks in the Unified Planning Work Program (UPWP) and in other regional planning activities. Planned work items, to be conducted mostly by in-house staff, include:

1. The Department's participation in all work activities associated with the work programs of the: (a) Transportation Planning Board (TPB), (b) Metropolitan Washington Air Quality Committee (MWAQC), and (c) Climate Energy, Environment Policy Committee (CEEPC);
2. Oversight of the TPB/MWCOG programs (such as Commuter Connections and Clean Air Partners and other data gathering and analyses tasks);
3. Staff conduct of special studies, development of traffic forecasts for proposed transportation projects, environmental assessment work, and functional classification work; and
4. Assist in coordinating state and local jurisdiction bicycle and pedestrian programs, development of regional bike / ped maps or plans, and data entry into the Statewide Planning System (SPS) database maintained by the Central Office.

SUBREGIONAL PLANNING ACTIVITIES:(\$230,000 requested: \$184,000 Fed., \$46,000 State Match)

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

1. NoVA Bike / Pedestrian Count Program (\$30,000; \$24,000 Fed., \$24,000 State Match)
Since July, 2005, NoVA Transportation Planning Section has conducted a bike / ped count program along various bike/ped facilities (trails) in Northern Virginia. The District office planning section staff works with local jurisdictions in this effort. The counts are collected by the staff/consultants of the Metropolitan Washington Council of Governments under VDOT's Technical Assistance program of the UPWP using PL funds. The SPR funding being requested provides for NoVA VDOT staff time in implementing the program which includes coordination with local jurisdictions, with MWCOG staff in the collection, review and finalization of counts and other related activities.

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

- Establish a baseline of usage trends per locale of our current bike and pedestrian community
- Establish historical data for use by other sections/divisions as well as local jurisdictions
- Perform further studies and provide supporting information for future needs
- Determine various characteristics of bicyclists and pedestrian movements
- Establish critical locations for follow-up
- Assess the effectiveness and accuracy of the NoVA Bikeway and Trails Network
- Determine if, and by how much, bike/ped usage is increasing in our region
- Help prioritize project administration / funding and develop the most cost effective methods for obtaining information useful to the department.

This work activity received SPR funding in FY 2011 and is likely to be an annual work activity within the Planning section.

2. Chapter 527 Reviews (\$80,000; \$64,000 Fed., \$16,000 State Match): This request is to account for Transportation Planning in-house staff time to complete reviews during FY 12, following Chapter 527 guidance, in the following areas: attendance at scoping and coordination meetings, review of Comprehensive Plan amendments or updates, rezoning and site plan submissions. The process may include: review of model and census data for development of background growth rates and distribution patterns; non-auto trip reduction investigations and evaluations; related assistance to local jurisdictions and coordination with other sections, as needed. The project will also include consultation with appropriate agencies and local jurisdictional staff.
3. TransAction 2040 Study Support (\$120,000; \$96,000 Fed., \$24,000 State Match) The NoVA Transportation Authority (NVTA) is updating its TransAction 2030 Plan, which was adopted by Northern Virginia jurisdictions in 2006. The updated Plan will be called TransAction 2040 and will have 2040 as its horizon year. The NVTA has available up to \$1,200,000 in FY11 Regional Surface Transportation Plan (RSTP) funds for this NoVA region long range plan and has hired a consultant to help develop the plan. The SPR funding being requested here will provide for NoVA VDOT Transportation Planning section staff to participate in all aspects of this study including: attending technical and policy committee meetings; reviewing technical products developed by staff and consultants of the Study, and providing VDOT's inputs and comments throughout the study process. The NVTA anticipates completing the study in summer, 2012.
4. Consultant Services (\$0; Funding included in Central Office's SPR program) NoVA VDOT Transportation Planning section envisions using VDOT TMPD's "On-call" consultant support (managed by VDOT's Central Office) to undertake short term, limited scope studies identified during fiscal year 2012. Since this consultant contract is centrally managed, and the Northern Virginia District shares consultant use with other

VDOT Districts, and since no specific amount of funding is guaranteed to any of the Districts, no specific amount is being requested. Examples of past studies using this consultant support include: (a) Operational analysis of selected near-term improvements to Route 7 in the Sterling area, (b) Study of highway / rail co-location in Tysons Corner, (c) Study of American Legion Bridge commuter origins / destinations, and (d) Studies of possible transportation improvements in Annandale.

**B. SPR Funds for special studies conducted by District staff.
(None anticipated for FY 12)**

Requested Budget Amount for FY-12-\$0.00

Point of Contact- N / A

**C. SPR Funds for Special Studies to be conducted by Consultants or entities other than District staff (list each study individually)
(None anticipated for FY 12)**

Requested Budget Amount for FY-12-\$0.00

Point of Contact- N / A

APPENDIX

TPB R1-2005
July 21, 2004

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

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

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

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

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

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

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

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

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

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

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

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

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

**ARTICLE I-FAMPO AREA TRANSPORTATION PLANNING AND PROGRAMMING
PROCESS**

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE II- COORDINATION OF PLANNING ACTIVITIES

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

ARTICLE III-TIME FRAME OF THE PROCESS

V. APPENDIX

ARTICLE III-TIME FRAME OF THE PROCESS

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

ARTICLE IV-TERMINATION

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


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


ARTICLE V-AMENDMENTS


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

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


Chairman, FAMPO

WITNESSED BY 
DATE 11-17-2004


Chairman, National
Capitol Region
Transportation Planning Board

WITNESSED BY 
DATE 11-17-2004

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

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

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

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

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

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

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

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

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

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

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

Adopted by the Transportation Planning Board at its regular meeting on December 16, 1992.

ATTACHMENT A

Proposal for Satisfying Federal Metropolitan Planning Requirements for Charles and Calvert Counties

The TPB proposes the conformity procedures defined in parts 1-4 below. These procedures affirm the practices that have been used for the past two years for the Metropolitan Washington Region non-attainment area as a means for assuring conformity in Charles and Calvert Counties.

1. The TPB agrees with Governor Schaefer that Charles and Calvert Counties not be a part of the planning area covered by the TPB.
2. Transportation plans, programs and projects in Charles and Calvert Counties will be excluded from the TPB's Long-Range Transportation Plan and six-year Transportation Improvement Program (TIP), and included in the statewide Long-Range Transportation Plan and state-wide Transportation Improvement Program (STIP) developed by the State of Maryland.
3. Transportation plans, programs and projects in Charles and Calvert Counties will be included in the conformity analysis and determination carried out by the TPB for the Washington Metropolitan Statistical Area (MSA). Conformity determinations concerning proposed added projects will be based on a system level analysis for the non-attainment area.
4. Charles and Calvert Counties will be involved in all aspects of the conformity analysis and determinations.
 - Formal involvement for Charles and Calvert Counties will be provided through the Maryland Department of Transportation on the TPB, and through Charles and Calvert Counties' membership on MWAQC and its Technical Staff Coordination Committee (TSCC).
 - Informal involvement by Charles and Calvert Counties will be provided through participation by their representatives in COG and TPB committees and processes concerned with conformity, including receipt of all materials and participation in all meetings, discussions, and reviews.

These procedures are subject to amendment should they be found in conflict with the final rule on conformity promulgated by the U.S. Environmental Protection Agency.

**MEMORANDUM OF UNDERSTANDING
ON METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE
NATIONAL CAPITAL REGION**

This agreement is made and entered into as of January 16, 2008 by and between the National Capital Region Transportation Planning Board (TPB) hereinafter referred to as the **TPB**; the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) hereinafter referred to as the **State DOTs**; and the Commonwealth of Virginia Department of Rail and Public Transportation (DRPT), the Maryland Transit Administration (MTA), the Northern Virginia Transportation Commission (NVTC), and the Washington Metropolitan Area Transit Authority (WMATA) hereinafter collectively referred to as the **Transit Operators**.

WHEREAS, joint responsibilities must be met for establishing and maintaining a cooperative, comprehensive and continuing (3-C) metropolitan transportation planning and programming process as defined and required by the United States Department of Transportation (USDOT) in regulations at [23 CFR 450 Subpart A – Transportation Planning and Programming Definitions](#) and [23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming](#), and

WHEREAS, the regulations at [23 CFR 450.314 Metropolitan Planning Agreements](#) direct that the metropolitan planning organization (MPO), the States and public transportation operators shall cooperatively determine their mutual responsibilities for carrying out the 3-C process and clearly identify them in a written agreement.

WHEREAS, the regulations at [23 CFR 450.104](#) define *Public transportation operator* to mean the public entity which participates in the continuing, cooperative, and comprehensive transportation planning process in accordance with 23 U.S.C. 134 and 135 and 49 U.S.C. 5303 and 5304, and is the designated recipient of Federal funds under title 49 U.S.C. Chapter 53 for transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus, charter, or intercity bus transportation or intercity passenger rail transportation provided by Amtrak.

WHEREAS, nothing in this MOU shall be construed as limiting or affecting the legal authorities of the parties, or as requiring the parties to perform beyond their respective authorities.

NOW, THEREFORE, the TPB, the State DOTs and the Transit Operators recognize and agree that they will conduct a cooperative, comprehensive and continuing transportation planning and programming process for the National Capital Region and that their mutual responsibilities for carrying out this process are described in the following eleven articles.

The metropolitan planning activities undertaken by the **TPB** are described in Articles 1 to 11. The planning activities undertaken by the **State DOTs** are described in Articles 3 and 5 through 11, and are coordinated with the state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

The planning activities undertaken by the **Transit Operators** are described in Articles 3 and 5 through 10. By participating on the Regional Bus Subcommittee of the TPB Technical Committee, Transit Operators have an opportunity to coordinate bus and other transit planning in the region and to incorporate their plans into the Long-Range Transportation Plan and the Transportation Improvement Program (TIP). Transit Operators provide funding inputs for the TIP based upon each system's annual operating and capital improvement budgets. Transit Operators also provide projections of their system revenues, operating and maintenance costs and major improvement costs for the update of the financially constrained plan based upon each system's operating and capital improvement plans.

Article 1

Scope of the Metropolitan Transportation Planning Process

The TPB, as the metropolitan planning organization (MPO), the State DOTs and the Transit Operators will conduct a metropolitan transportation planning process that is continuous, cooperative, and comprehensive and provide for the consideration of projects, strategies, and services that will address the eight planning factors as specified in [23 CFR 450.306 : Scope of the Metropolitan Transportation Planning Process](#). This metropolitan planning process will be carried out in coordination with the three state transportation planning processes that are required in regulations at [23 CFR 450 Subpart B--Statewide Transportation Planning and Programming](#).

Article 2

MPO Structure and Planning Boundaries

The TPB has been designated the MPO for the National Capital Region by the Governors of Maryland and Virginia and the Mayor of the District of Columbia. The TPB is composed of representatives from the 19 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the City of Manassas, the St. Charles Urbanized Area of Charles County, the General Assemblies of Maryland and Virginia, the state DOTs and the Washington Metropolitan Area Transit Authority (WMATA). The TPB also has ex officio representatives from the Metropolitan Washington Airports Authority (MWAA), the Federal Highway Administration, the Federal Transit Administration, the National Capital Planning Commission, the National Park Service and private transportation service providers.

The TPB has Bylaws that establish its membership, time and place of meeting, officers, voting procedures, committees, staffing and relationship to the Metropolitan Washington Council of Governments (COG), public participation, and procedures for amendments. On October 30, 2003, the State DOTs and COG executed an agreement specifying the COG

responsibilities for supporting the MPO transportation planning process as described in the annually federally approved Unified Planning Work Program (UPWP).

The TPB has established a Technical Committee to advise and assist it in all aspects of the metropolitan planning process. The Technical Committee is comprised of representatives of all TPB member agencies and governments and interested transportation agencies in the region, and provides opportunities for these representatives to participate regularly in the metropolitan planning process.

The TPB has also established the Regional Bus Subcommittee of the Technical Committee which is comprised of representatives of public transportation operators in the region, including those that operate the regional and local jurisdiction bus systems, Metrorail, and the commuter rail systems. The Regional Bus Subcommittee provides opportunities for public transportation operators to participate regularly in the metropolitan planning process.

Figure 2 on page 8 shows the TPB planning boundary for the National Capital Region and the location of each of the participating local jurisdictions. After each Census, the TPB will review this planning boundary in cooperation with the State DOTs and Public Transit Operators to determine if it meets the minimum statutory requirements for new and updated urbanized areas, and will adjust the boundary as necessary.

Article 3 Unified Planning Work Program

Between January and March each year, the TPB, the state DOTs, the Transit Operators, in cooperation with the local jurisdictions and other TPB members will prepare the Unified Planning Work Program (UPWP) as required under 23 CFR 450.308 : Funding for Transportation Planning and Unified Planning Work Programs, including documenting the metropolitan transportation planning activities anticipated within the region during the next year. In March the TPB will approve the UPWP and submit it to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the State DOTs for approval and funding. When necessary, the TPB can approve amendments to the UPWP subject to approval by the FHWA and FTA and State DOTs.

Article 4 Participation Plan

The TPB will adopt and use a Participation Plan to provide citizens, affected public agencies, and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process and to review and comment at key decision points as specified in 23 CFR 450.316: Interested Parties, Participation and Consultation. This plan will be coordinated with the State DOTs' public involvement and consultation transportation planning processes.

Article 5 Transportation Planning Studies and Project Development Process Under the National Environmental Policy Act (NEPA)

The TPB, the State DOTs, or the Transit Operators may undertake a multimodal, systems-level corridor or subarea planning study as part of the metropolitan transportation planning

process. The development of these studies will involve consultation with, or joint efforts among, the TPB, State DOTs, and Transit Operators. The results or decision of these planning studies may be used as part of the overall project development process consistent with NEPA as specified in [23 CFR 450.318: Transportation Planning Studies and Project Development](#) .

Article 6 Congestion Management Process

The TPB, in cooperation with the State DOTs, the Transit Operators and local officials will develop congestion management objectives and performance measures to assess the extent of congestion and support the evaluation of the effectiveness of congestion reduction and mobility enhancement strategies for the movement of goods and people. The transportation planning process will develop and maintain an ongoing congestion management process for monitoring, operating and maintaining the regional transportation system required by [23 CFR 450.320: Congestion Management Process in Transportation Management Areas](#).

Article 7 Air Quality Transportation Planning

The air quality transportation planning activities for the Washington Metropolitan Region will be described in the annual UPWP. These activities will be designed to ensure that the TPB can make a conformity determination on its annual CLRP and TIP in accordance with the Clean Air Act and the Environmental Protection Agency (EPA) transportation conformity regulations in 40 CFR part 93. The TPB has adopted interagency and public consultation procedures regarding its air quality planning activities which address the preparation of the annual UPWP and the development and amendments to the CLRP and TIP.

Article 8 Update of the Long-Range Transportation Plan and Development of the Transportation Improvement Program (TIP)

The metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of the plan and the next TIP. This document will describe the policy framework and planning priorities that guide project submissions and explain the project submission process and schedule. The State DOTs and Transit Operators will provide their plan and TIP project submission information as requested in this document. In updating the plan, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the plan development process and plan content meet all requirements as specified in [23 CFR 450.322: Development and Content of the Metropolitan Transportation Plan](#). The TPB will approve the updated plan and submit it for information purposes to the State DOTs and FHWA and FTA.

In preparing the new TIP, the TPB, with the cooperation of the State DOTs and Transit Operators, will ensure that the TIP development process and TIP content meet all requirements as specified in [23 CFR 450.324: Development and Content of the Transportation Improvement Program \(TIP\)](#). The TPB will approve the TIP and forward the TIP to the State DOTs for their approval and inclusion in their State Transportation

Improvement Programs (STIP). TIP amendments and administrative modifications will follow the procedures for TIP modifications as adopted by the TPB and as specified in [23 CFR 450.326: TIP Revisions and Relationship to the State Transportation Improvement Program \(STIP\)](#). The selection of projects from the TIP by the TPB, State DOTs, or Transit Operators will be done as specified in [23 CFR 450.330: Project Selection from the TIP](#).

Article 9 Fiscally Constrained Financial Plans for the Long-Range Transportation Plan and TIP

Financial plans are required to be included with the long range transportation plan and TIP that demonstrate the consistency between reasonably available and projected sources of federal, state, local, and private of revenues and the costs of implementing the proposed transportation system improvements. As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the plan is amended or updated, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of revenues and costs required for the financial plan that demonstrate fiscal constraint for the transportation plan as specified in 23 CFR 450.322(f)(10)). When the TIP is amended, the TPB, State DOTs and Transit Operators will cooperatively develop, share, review and adopt estimates of costs and estimates of funds that are available or committed or reasonably expected to be available that are required for the financial plan that demonstrate fiscal constraint for the TIP as specified in 23 CFR 450.324(h) & (i).

Article 10 Annual Listing of Projects with Federal Funding Obligations

Each year within 90 days after the close of the federal fiscal year, the TPB, State DOTs and Transit Operators will cooperatively develop a listing of projects from the TIP for which federal transportation funds were obligated in the preceding fiscal year. This report will contain the projects and financial information as required in [23 CFR 450.332 Annual Listing of Obligated Projects](#). This report will be made available to the public on the TPB web page.

Article 11 Certification of the Metropolitan Transportation Planning Process

As described in Article 8, the metropolitan transportation planning process is on-going. Each year the TPB will adopt and issue a document to solicit projects and programs to be included in the next year's update of plan and the next TIP. When the TIP is approved, the TPB and State DOTs will certify that the metropolitan planning process for the National Capital Region is being carried out in accordance with all applicable requirements as specified in [23 CFR 450.334 Self-Certification and Federal Certifications](#) and [23 CFR 450.328 TIP Action by the FHWA and the FTA](#).

This Memorandum of Understanding is approved by the respective parties hereto as of the date shown above.

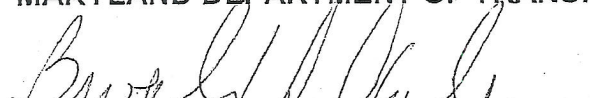
NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD


Phil Mendelson, Chairman

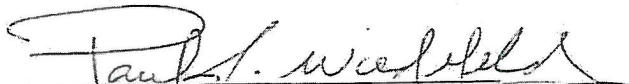
DISTRICT OF COLUMBIA DEPARTMENT OF TRANSPORTATION


Emeka Moneme, Director


MARYLAND DEPARTMENT OF TRANSPORTATION


Beverley Swain-Staley, Deputy Secretary

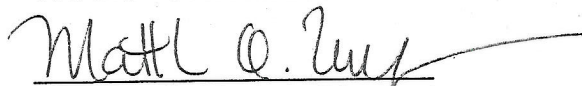
MARYLAND TRANSIT ADMINISTRATION


Paul J. Wiedefeld, Administrator


VIRGINIA DEPARTMENT OF TRANSPORTATION


Pierce R. Homer, Secretary of Transportation

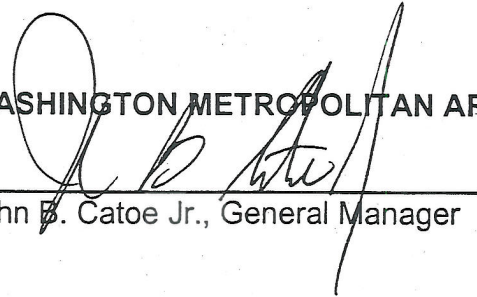
COMMONWEALTH OF VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION


Matthew O. Tucker, Director

NORTHERN VIRGINIA TRANSPORTATION COMMISSION


Richard K. Taube, Executive Director

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY


John B. Catoe Jr., General Manager

**Membership of the
National Capital Region
Transportation Planning Board**

