



TRANSPORTATION PLANNING BOARD

Wednesday, November 18, 2020
12:00 - 2:00 P.M.

VIRTUAL MEETING ONLY

AGENDA

- 12:00 P.M.** **1. VIRTUAL PARTICIPATION PROCEDURES, MEMBER ROLL CALL, AND VIRTUAL PUBLIC COMMENT OPPORTUNITY**
Kelly Russell, TPB Chair
- For any member of the public who wishes to address the board on the day of the meeting, they may do so by emailing a short statement (no more than 375 words) to TPBcomment@mwkog.org. These statements must be received by staff no later than 9 A.M. on November 18, 2020 to be relayed to the board at the meeting.
- 12:15 P.M.** **2. APPROVAL OF THE OCTOBER 21, 2020 MEETING MINUTES**
Kelly Russell, TPB Chair
- 12:20 P.M.** **3. TECHNICAL COMMITTEE REPORT**
Kyle Nembhard, TPB Technical Committee Chair
- 12:25 P.M.** **4. CITIZENS ADVISORY COMMITTEE AND ACCESS FOR ALL ADVISORY COMMITTEE REPORTS**
Nancy Abeles, CAC Chair
Kacy Kostiuk, AFA Chair
- 12:30 P.M.** **5. STEERING COMMITTEE ACTIONS AND REPORT OF THE DIRECTOR**
Kelly Russell, TPB Chair
- This agenda item includes Steering Committee actions, letters sent/received, and announcements and updates.
- 12:35 P.M.** **6. CHAIRMAN'S REMARKS**
Kelly Russell, TPB Chair

ACTION ITEMS

- 12:40 P.M. 7. FY 2021 TA SET-ASIDE PROGRAM FOR THE DISTRICT OF COLUMBIA**
Jaleel Reed, COG Regional Planner
- A portion of the federal Transportation Alternatives Set Aside Program is sub-allocated to the TPB for project selection in the District of Columbia. The board will be briefed on the recommended projects and asked to approve them.

Action: Adopt Resolution R9-2021 to approve projects for funding under the Federal Transportation Alternatives Set Aside Program for DC for FY 2021.

- 12:50 P.M. 8. PBPP – TRANSIT SAFETY TARGETS**
Eric Randall, TPB Transportation Engineer
- The board will be briefed on the final recommended regional targets for transit safety performance measures, including fatalities, injuries, safety events, and system reliability, as required under the federal performance based planning and programming (PBPP) rulemaking for public transportation providers and MPOs. The board will be asked to approve the regional targets.

Action: Adopt Resolution R10-2021 to approve regional transit safety targets.

- 12:55 P.M. 9. CITIZENS ADVISORY COMMITTEE: UPDATE APPROVAL AND 2021 RECRUITMENT**
Bryan Hayes, TPB Transportation Planner
- The board will be briefed on updated recommendations for updating the Citizens Advisory Committee and will be asked to approve the recommended changes.

Action: Adopt Resolution R11-2021 to update the CAC.

INFORMATION ITEMS

- 1:05 P.M. 10. PBPP – DRAFT 2017-2021 HIGHWAY SAFETY TARGETS**
Jon Schermann, TPB Transportation Planner
- The committee will be briefed on the proposed 2017-2021 targets for highway safety performance measures as part of the federally required Performance Based Planning and Programming (PBPP). Board action is anticipated in December.

- 1:15 P.M. 11. VISUALIZE 2045: TECHNICAL INPUTS SOLICITATION**
Stacy Cook TPB Transportation Planner
- TPB staff will review the draft final Technical Input Solicitation guide, appendix, and input form. Staff will call out key dates and deadlines, will review the input requirements, and will highlight changes from the last long-range transportation plan and Transportation Improvement Program update cycle.

1:35 P.M.

12. LONG BRIDGE

Jennifer Mitchell, DRPT

The committee will be briefed on the Long Bridge and associated track projects, including the opportunities they provide for improving VRE and intercity rail service.

2:00 P.M.

13. ADJOURN

The next meeting is scheduled for December 16, 2020.

MEETING VIDEO

Watch and listen to live video of TPB meetings and listen to the recorded video from past meetings at:

www.mwcog.org/TPBmtg

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
MEMBERSHIP LIST**

November 12, 2020

2020 Officers: Kelly Russell, Chair; Charles Allen, First Vice Chair; Pamela Sebesky, Second Vice Chair

	Members		Alternates	
<u>DISTRICT OF COLUMBIA</u>				
DC Council	Phil Mendelson	(202) 724-8032		
DC Council	Charles Allen	(202) 724-8072		
DC Council	Brandon Todd	(202) 724-8052	Samuel Stephens	(202) 724-6663
			Keiko Yoshino	(202) 724-7774
DC-DOT	Jeffrey Marootian	(202) 673-6813	Mark Rawlings	(202) 671-2234
			Lezlie Rupert	(202) 671-1595
			Anna Champerlin	(202) 671-2218
D.C. Office of Planning	Andrew Trueblood	(202) 285-4858	Sakina Khan	(202) 442-8708
			Kristin Calkins	(202) 442-8812
<u>MARYLAND</u>				
Bowie	Adrian Boafo	(301) 809-3029		
Charles Co.	Reuben Collins	(301) 645-0550	Jason Groth	(301) 396-5814
College Park	Patrick L. Wojahn	(301) 864-8666	Denise Mitchell	(240) 460-7620
Frederick Co.	Kai Hagen	(301) 600-2336	Ron Burns	(301) 600-6742
City of Frederick	Kelly Russell	(301) 600-2966	David Edmondson	(301) 600-1884
Gaithersburg	Neil Harris	(301) 258-6310	Dennis Enslinger	(301) 258-6310 (2323)
Greenbelt	Emmet V. Jordan	(301) 474-8000	Rodney Roberts	(301) 474-8000
Laurel	Craig A. Moe	(301) 725-5300 (2125)	Bill Goddard	(301) 725-5300
Montgomery Co.	Evan Glass	(240) 777-7966	Glenn Orlin	(240) 777-7936
Montgomery Co. Exec.	Christopher Conklin	(240) 777-7198	Gary Erenrich	(240) 777-7156
			Hannah Henn	(917)971-2925
Prince George's Co.	Deni Taveras	(301) 952-3860	Dannielle Glaros	(301) 952-3060
Prince George's Co. Exec.	Terry Bellamy	(301) 883-5600	Victor Weissberg	(301) 883-5600
Rockville	Bridget Newton	(240) 314-8280	Emad Elshafei	(240) 314-8508
Takoma Park	Kacy Kostiuk	(240) 204-4912	Peter Kovar	(240) 319-6281
Maryland DOT	R. Earl Lewis, Jr	(410) 865-1006	Jeffrey Hirsch	(410) 865-1092
			Heather Murphy	(410) 865-1282
Maryland House	Marc Korman	(410) 841-3649	Carol Krimm	(410) 841-3472
Maryland Senate	Vacant			
<u>VIRGINIA</u>				
Alexandria	Canek Aguirre	(703) 746-4550	Mo Seifeldein	(703)746-4550
Arlington Co.	Christian Dorsey	(703) 228-3130	Dan Malouff	(703) 228-7989
City of Fairfax	David Meyer	(703) 385-7800	Vacant	
Fairfax Co.	Walter Alcorn	(571) 310-1173	Jeffrey C. McKay	(703) 324-7329
	James Walkinshaw	(703) 822-7817	Rodney Lusk	(703) 324-7329
Falls Church	David Snyder	(540) 898-6959	Ross Litkenhous	(703) 248-5014
Fauquier Co.	Christopher N. Granger	(540) 422-8020	Vacant	
Loudoun Co.	Matthew Letourneau	(703) 777-0204	Robert Brown	(703) 777-0122
Loudoun Co.	Kristen Umstatt	(703) 777-0204		
City of Manassas	Pamela J. Sebesky	(703) 257-8200		
City of Manassas Park	Jeanette Rishell	(703) 401-0498		
Prince William Co.	Ann B. Wheeler	(703) 792-4640	Ricardo Canizales	(703) 792-5985
	Victor Angry	(703) 792-4667	Paolo Belita	(703) 792 8002
Virginia DOT	Helen Cuervo	(703) 383-8368	Maria Sinner	(703) 259-2342
			Norman Whitaker	(703) 259-2799
Virginia House	Vacant			
Virginia Senate	Vacant			
<u>WMATA</u>				
	Shyam Kannan	(202) 962-2730	Allison Davis	(202) 962-2056
<u>EX OFFICIO/NON-VOTING</u>				
FHWA – D.C.	Christopher Lawson	(202) 219-3536	Sandra Jackson	(202) 219-3521
FTA	Terry Garcia Crews	(215) 656-7100	Daniel Koenig	(202) 366-8224
NCPC	Julia Koster	(202) 482-7211	Marcel Acosta	(202) 482-7221
MWAA	Michael Hewitt	(703) 572-0264		
NPS	Peter May	(202) 619-7025	Tammy Stidham	(202) 619-7474

**TRANSPORTATION PLANNING BOARD
MEETING MINUTES**

October 21, 2020

VIRTUAL MEETING

MEMBERS AND ALTERNATES PRESENT

Kelly Russell, TPB Chair – City of Frederick
Mark Rawlings – DC DOT
Lezlie Rupert – DC DOT
Sakina Khan – DC Office of Planning
Phil Mendelson – DC City Council
Charles Allen – DC City Council
Jeffrey Hirsch – Maryland DOT
R. Earl Lewis, Jr. – Maryland DOT
Jason Groth – Charles County
Patrick Wojahn – College Park
Denise Mitchell – College Park
David Edmonston – City of Frederick
Dennis Enslinger – Gaithersburg
Neil Harris - Gaithersburg
Emmet V. Jordon – Greenbelt
Craig A. Moe – Laurel
Bill Goddard - Laurel
Gary Erenrich – Montgomery County Executive
Evan Glass – Montgomery County Legislative
Terry Bellamy – Prince George’s County Executive Office
Victor Weissberg – Prince George’s County Executive Office
Deni Taveras – Prince George’s County Legislative
Bridget Donnell Newton – Rockville
Kacy Kostiuk – Takoma Park
Mark Korman – Maryland House of Delegates
Carol Krimm – Maryland House of Delegates
Maria Sinner – Virginia DOT
Norman Whitaker – Virginia DOT
Canek Aguirre – Alexandria
Christian Dorsey – Arlington County
Dan Malouff – Arlington county
David Meyer – City of Fairfax
Walter Alcorn – Fairfax County
James Walkinshaw – Fairfax County
David Snyder – Falls Church
Robert Brown – Loudoun County
Kristin Umstattd – Loudoun County
Pamela J. Sebesky – Manassas
Ann B. Wheeler – Prince William County
Victor Angry – Prince William County
Shyam Kannan – WMATA
Sandra Jackson – FHWA DC
Julia Koster – NCPC

Tammy Stidham – NPS
Dan Koenig – FTA
Kyle Nembhard - MTA

MWCOG STAFF AND OTHERS PRESENT

Kanti Srikanth
Chuck Bean
Lyn Erickson
Mark Moran
Tim Canan
Andrew Meese
Tom Gates
Stephen Waltz
Stacy Cook
Andrew Austin
Bryan Hayes
Sergio Ritacco
John Swanson
Dusan Vuksan
Deborah Etheridge
Abigail Zenner
Erin Morrow
Charlene Howard
Ken Joh
Maia Davis

Nancy Abeles – CAC
Kristen Calkins – DC Office of Planning
Dolly Turner – DC Council
Jim Poticello – Virginia DOT
Kari Snyder – Maryland DOT
Christopher Laskowski – DC Council

Materials referenced in the minutes can be found here:

<https://www.mwco.org/events/2020/10/21/transportation-planning-board/>.

1. VIRTUAL PARTICIPATION PROCEDURES, MEMBER ROLL CALL, AND VIRTUAL PUBLIC COMMENT OPPORTUNITY

Chair Russell reminded the board that the meeting is being recorded and broadcast. She said the process for asking questions and voting is the same as past meetings. After each item, members will be asked to comment or vote by jurisdiction.

Ms. Erickson conducted a roll call. Members that were present are listed on page one of the minutes.

Chair Russell asked if any comments were received from the public.

Ms. Erickson said that one email was received. The comment, from Stewart Schwartz of the Coalition for Smarter Growth, requested that live testimonial be reintroduced to TPB meetings. The comment also referenced a letter the Coalition for Smarter Growth sent to the TPB concerning including additional transportation strategies beyond vehicle fleet electrification and TCI's cap and invest program in the COG Climate, Energy, and Environmental Policy Committee's Climate Action Plan.

2. APPROVAL OF THE SEPTEMBER 16, 2020 MEETING MINUTES

Ms. Sebesky made a motion to approve the minutes from the September 16 TPB meeting. The motion was seconded by Mr. Jordan and approved by the board.

3. TECHNICAL COMMITTEE REPORT

Mr. Nembhard said that the Technical Committee met on October 2 and was briefed on items before the board at this meeting. These include the Participation Plan update, the agenda for the work session on climate change, the high capacity transit station areas interactive map, and staff recommendations for updating the CAC.

4. CAC AND AFA REPORTS

Ms. Abeles said that the CAC met on October 15. At the meeting the committee was briefed on staff recommendations for updating the committee. She said that the recommendations reflect feedback the committee has provided over the years. She said that detailed comments can be found in the CAC report. She said the committee endorsed the recommendations, including the one to bring broader representation from TPB member jurisdictions on the committee. She said the committee was also briefed on draft regional safety targets and the Regional Travel Survey.

Ms. Kostiuk said that the AFA met on October 6. The meeting started with a remembrance of Mr. Charlie Crawford, a longtime committee member who recently died. She said the committee was briefed on the Wheels to Wellness program, that coordinates rides for patients in Calvert, St. Mary's, and Charles Counties in Maryland. The committee was also briefed on the results of the National Aging and Disability Transportation Centers survey. Finally, the committee was briefed on the Visualize 2045 update. She added that she is stepping down as AFA chair and that TPB staff are seeking a replacement.

5. STEERING COMMITTEE ACTIONS AND DIRECTOR'S REPORT

Mr. Srikanth referenced his report. He said that on pages 7 and 8 there was a joint TPB and COG letter to the National Capital Region's congressional delegation. On pages 11 and 12, there was a staff memo that describes staff work to analyze the travel, economic, and environmental impacts of the COVID-19 pandemic.

6. CHAIR'S REMARKS

Chair Russell thanked her vice-chairs for working with her to draft a letter to the congressional representatives of the region. She also thanked the COG board for its partnership on the letter. The letter acknowledged economic hardships faced by transit agencies during the pandemic and requests a fresh round of federal funding assistance.

Chair Russell referenced the work session on climate change that happened before the board meeting. She summarized the meeting agenda. She said she believes that the board must proactively engage with other regional planning entities and departments to work collectively to reduce greenhouse gas emissions resulting from the changing climate.

ACTION ITEMS

7. PARTICIPATION PLAN UPDATE

Mr. Hayes said that 45-day public comment period on the Participation Plan ended on October 9. He shared a summary of comments received, staff response to those comments, and a list of changes made to the plan based on those comments. Details can be found in the memo for this item.

Ms. Sebesky made a motion to adopt Resolution R7-2021 to approve the TPB's Participation Plan. The motion was seconded by Mr. Allen.

The resolution was adopted by the board.

8. INTERIM 2030 REGIONAL GREENHOUSE GAS REDUCTION GOAL

Ms. Morrow referenced the work session that happened before the board meeting. She provided a summary of that meeting. More details on that meeting can be found in the materials for this item. She said that the resolution R8-2021 does three things. First, it affirms the 2030 interim regional greenhouse gas reduction goals. Second, it affirms the region's climate resilience goals. Third, it affirms the need to incorporate equity principles and expand education on climate change.

Ms. Krimm asked if telework is reflected in the resolution.

Mr. Srikanth said the resolution affirms regional goals for reducing greenhouse gases and that the action plan builds on strategies from the 2017 multi-sector working group, which calls for enhancement in regional travel demand management (TDM) strategies. These strategies include telework.

Ms. Krimm asked if there was data that demonstrates the decrease in emissions during the pandemic.

Mr. Srikanth said that data are not yet available for the pandemic, but that Commuter Connections conducts an evaluation of all TDM programs in the region and estimates the number of vehicle trips that have been reduced, including the reduction in miles driven and emissions. These data were last updated in 2019. He said that the 2030 climate action plan, which will be available in November, will highlight strategies that have the greatest potential to reduce greenhouse gas emissions.

Ms. Krimm requested that the TPB work with the federal Office of Personnel Management on this topic.

Ms. Kostiuk asked about the TPB's role in climate change. She said the Visualize 2045 aspirational initiatives are one way to address this, but they need to move from aspirational to tangible. She said that the board really needs to emphasize the impact of transit.

Mr. Srikanth said that Commuter Connections recently released a set of documents, called Commute with Confidence, that encourage people in the region to utilize all the mobility options that are available. He said this dedicated website is available to everyone in the region and that staff are working with federal partners to raise awareness.

Mr. Snyder asked why the region did not meet the 2020 goals.

Mr. Srikanth said that one of the reasons is that the region continues to add jobs and residents, which has an impact on emissions.

Mr. Walz said that along with this growth there has been an increase in vehicle miles of travel (VMT) across the region. He added that people have been using larger cars with higher greenhouse gas emitting profiles since 2005.

Mr. Snyder asked how the transportation sector performed in terms of meeting its goals for 2020. He said he does not believe in aspirational goals and prefers setting goals that can be met. He observed that highways are being expanded across the region and this will increase greenhouse gas emissions.

Mr. Srikanth said that the regional GHG reduction goals are non-sectoral, meaning they were established for all sector combined and not by each of the four sectors. As such, there was no separate goal for the transportation sector. He said that the TPB has been working with the Department of Environmental Program staff to develop regional inventories of greenhouse gases from various sectors, including transportation.

Ms. Umstattd said asked about emissions data during the pandemic shutdown. She said that as more people start to telework, datacenters are going to be increasingly necessary. She noted that they also have an impact on the environment.

Mr. Walz said that staff are working with the data center industry to try to get better information on their impact.

Mr. Srikanth said that it is necessary for multiple sectors to work together to address climate change. He cited one of TPB's aspirational initiatives as an example. In the initiative to bring land use and jobs closer together, 75 percent of the growth in households and populations should be in activity centers or near high-capacity transit, which will help not only to reduce the amount of VMT and the fuel consumed and thus reduce greenhouse gases, it also allows for micro-grid types of strategies in the energy sector to be implemented.

Mr. Snyder said this also has an impact on air quality and the region's ability to meet ozone and particulate matter standards.

Mr. Kannan asked what the VMT target needs to be in order to reach the greenhouse-gas emissions goals. He said knowing that number will help agencies in the region do a better job.

Mr. Srikanth said that the TPB has not adopted goals for specific target amount of VMT reduction and instead has adopted the overall goal of reducing VMT per capita. He said that due to the relationship between VMT and the economy, it was considered important to account for growth. He said that the while the work for the multi-sector working group shows that there is no single strategy for reducing emissions, it also showed that many of the identified transportation strategies will reduce growth in VMT. He also said that the TPB's aspirational initiatives reduce the growth in VMT as well. He also said that all past work has shown that in addition to reducing VMT, changing the fuel and the operating conditions of the vehicles are two other areas that have the potential to reduce greenhouse gases and these need to be pursued.

Mr. Kannan said there are lots of things that the region cannot control, like the auto industry or consumer behavior. He said that a VMT target is a number over which we do have some control. He said that if we have sense of the amount of VMT reduction needed, then we can talk about which strategies are most effective in getting to that number and how we would measure those if we want to go there.

Mr. Snyder made a motion to adopt Resolution R8-2021 to endorse the 2030 regional greenhouse gas reduction goal.

Mr. Jordan seconded the motion.

Chair Russell made a friendly amendment to add the TPB to the third goal.

The motion with the amendment was approved.

INFORMATION ITEMS

9. REGIONAL TRAVEL SURVEY BRIEFING: INITIAL FINDINGS OF OBSERVED DAILY TRIPS

Mr. Joh briefed the board on the TPB's once-in-a-decade Regional Travel Survey. He said the survey offers a detailed look at the 17.1 million trips—commute and non-commute—taken on a typical weekday

in the Washington region, including information on travel mode, origin, and destination. It provides the most recent and comprehensive picture of travel in the region. He said that his presentation and memo cover the initial findings on observed daily trips.

Ms. Taveras asked about the difference in commute time between Asian and white populations.

Mr. Joh said that the weekday person trip rates for Asians were notably lower than the other racial and ethnic groups. He said that cultural factors may account for lower trip rates.

Ms. Taveras said it was interesting that the number of commute trips for Latinos and African Americans was similar.

Mr. Joh said that there are a number of factors including household income and household size that could impact the data. The charts on the difference in person trip rates by ethnicity does not take into account these factors. He added that person trip rates could include non-work trips.

Mr. Todd asked about the non-single occupancy ride-share trips. He was curious about the cost impact for lower income families.

Mr. Joh said that ride-share includes ride hailing and taxis.

Mr. Harris asked if data is available for mode share cross-tabulated by income. He said he was curious to see if income is a factor as opposed to geographic or racial and ethnic factors. He asked why more people are riding the bus in Charles County than in Montgomery County. He also asked why the number of single-occupancy trips for work is higher than trips for carpool or HOV.

Mr. Joh said that there are many ways that data can be cross-tabulated. He said the dataset will be made available for public use by the end of the year. He said that he could look closer at data from Montgomery County to see if it would be feasible to examine differences at a smaller geographic area.

Some highlights from the briefing included travel behavior of people who live in different parts of the region, how people of different incomes and age groups travel, and more.

10. TRANSIT-ORIENTED COMMUNITIES: HIGH-CAPACITY TRANSIT STATION AREA INTERACTIVE MAP

Mr. Canan demonstrated an interactive map that identifies high-capacity transit station areas, classifies them according to various geographic filters, and summarizes selected planning data. He referenced his memo, presentation, and URL so board members can try the tool. He said this planning tool can support local planning agencies' efforts to identify opportunities for projects, programs, and policies that support the development of transit-oriented communities in the region. He demonstrated how to use the tool.

11. CITIZENS ADVISORY COMMITTEE: UPDATE AND RECRUITMENT

Mr. Hayes briefed the board on staff recommendations for updating the Citizens Advisory Committee. Specific recommendations can be found in the memo and presentation for this item. He said that this would be the first major update to the committee since it was formalized by the board in 1999.

Mr. Aguirre asked for more detailed information and data about the staff recommendation for shifting committee structure from equal numbers by state to the three TPB subregions.

Mr. Hayes said that the staff recommendation seeks to correct for historic over-representation on the committee. He said the goal was to balance committee membership to reflect the region's diversity.

Mr. Srikanth said that travel experiences are not dictated by state of residence or jurisdictional boundaries. He referenced the Regional Travel Survey presentation and said that there are a number of factors that impact transportation experiences.

Ms. Kahn said that the proposed changes to committee structure would dilute the District of Columbia's participation on the committee. She said that the DC Office of Planning, DDOT, and Arlington County reached out to staff with their reservations about this recommendation. She said they look forward to

working with staff to make changes.

Mr. Srikanth said that there are different ways to structure the committee. He said staff recommended a regional approach.

Ms. Kahn said she appreciates the comment and looks forward to discussing further after the meeting.

Mr. Aguirre would like to discuss this further, too.

OTHER ITEMS

12. ADJOURN

No other business was brought to the board. The meeting adjourned at 2:07 p.m.

Meeting Highlights TPB Technical Committee – November 6, 2020

The Technical Committee met on Friday, November 6, 2020 in an online-only session. Meeting materials can be found here: <https://www.mwcog.org/events/2020/11/6/tpb-technical-committee/>.

The following items were reviewed for inclusion on the TPB's November agenda.

TPB AGENDA ITEM 7 – FY 2021 TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM FOR THE DISTRICT OF COLUMBIA

The committee was briefed on recommended projects for the federal Transportation Alternatives Set-Aside Program sub-allocated to the TPB for the District of Columbia for FY 2021. The board will be asked to approve the projects at the November TPB meeting.

TPB AGENDA ITEM 8 – PERFORMANCE-BASED PLANNING AND PROGRAMMING – TRANSIT SAFETY TARGETS

The committee was briefed on the final recommended regional targets for transit safety performance measures, including fatalities, injuries, safety events, and system reliability, as required under the federal performance-based planning and programming rulemaking for public transportation providers and MPOs. The board was briefed on the draft targets at its September meeting and will be asked to approve the regional targets at the November meeting.

TPB AGENDA ITEM 10 – PERFORMANCE-BASED PLANNING AND PROGRAMMING – DRAFT 2017-2021 HIGHWAY SAFETY TARGETS

The committee was briefed on the proposed 2017-2021 targets for highway safety performance measures. The board will be asked to approve the targets at the December TPB meeting.

TPB AGENDA ITEM 9 – CITIZENS ADVISORY COMMITTEE – UPDATE

The committee was briefed on the latest recommendations for updating the Citizens Advisory Committee. These recommendations were presented to the TPB in October for board input. The board will be asked to approve the recommendations at the November TPB meeting.

TPB AGENDA ITEM 11 – VISUALIZE 2045 – TECHNICAL INPUTS SOLICITATION

The committee was briefed on the draft final Technical Input Solicitation guide, appendix, and input form. The committee also heard about key dates and deadlines, input requirements, and changes from the last long-range transportation plan and Transportation Improvement Program update cycle.

The following items were presented for information and discussion:

REGIONAL SAFETY PROGRAM

The committee was briefed on the status of the Regional Safety Program and an initial overview of its proposed structure was provided.

moveDC UPDATE

The committee was briefed on the District Department of Transportation's long-range plan update. The plan, called moveDC, establishes goals, policies, strategies, and metrics to guide DDOT's investments and programs.

VTRANS PRIORITIZATION OF TRANSPORTATION NEEDS

The committee was briefed on the Policy for the Identification of VTrans Mid-term Needs adopted by the Virginia Commonwealth Transportation Board in January 2020. The Office of Intermodal Planning and Investment has been directed to prioritize the identified needs. The presentation included the draft policy which is available for public comment.

REGIONAL TRAVEL SURVEY – CHANGE IN OBSERVED TRIPS SINCE 2007/2008

The committee was briefed on changes in travel between 2007/2008 and 2017/2018 as reported in the Regional Travel Survey. The presentation focused on daily weekday trips, mode share of all trips, commute trips, and weekday trips by destination and travel mode.

OTHER BUSINESS

- Update on Multisector COVID-19 Regional Impact Analysis Approach
- Public Opinion Survey Completion / Update
- Visualize 2045 Ambassador Kits
- Street Smart
- October 30 CAV Forum Recap
- Resiliency Study
- New employee announcements

ACCESS FOR ALL ADVISORY COMMITTEE REPORT

November 10, 2020

Kacy Kostiuk, Chair

The Access for All Advisory Committee (AFA) met virtually on November 10 and the highlights from the meeting are provided below. A list of participants is on the last page. The AFA advises the TPB on transportation issues and services important to low-income communities, minority communities, people with limited English proficiency, people with disabilities, and older adults.

WMATA TITLE VI PROGRAM

Ms. Carla Elliott of Metro, presented on WMATA's 2020 Title VI Program, including: compliance procedures, public participation, and the Language Assistance Plan.

The discussion following the presentation included how WMATA gathers statistics on on-time performance and low-income households, how any service change requires an equity analysis to determine any disparate impact, the digital divide in outreach to low-income and minority populations, and how the American Community Survey (ACS) census data is used by WMATA.

A SERIES OF PRESENTATIONS ON THE IMPACTS OF COVID-19 ON TRANSPORTATION AND TRAVEL IN THE REGION

Enhanced Mobility

Ms. Winchell-Mendy provided an overview of the impact of and responses to COVID-19 by Enhanced Mobility grant projects. Broad impacts included:

- Travel restrictions for populations at high risk
- A decline in drivers willing to drive taxis/ride-hailing and people willing to ride
- A decline in number of volunteers
- Shut down of adult day and vocational programs
- Significant decreases in ridership
- There has been an end to in-person activities that many depend upon to combat isolation and depression

Grantee responses to the challenges included:

- Developing virtual travel training and virtual volunteer training
- Using the time to develop outreach materials, translate marketing materials into Spanish, increase social media presence
- Planning for next steps in Workplans, planning for safe reopening, holding virtual meetings with partners
- Recruiting younger volunteer drivers
- Using vehicles for delivery of Meals on Wheels, prescriptions, and groceries
- Offering transportation for critical medical needs only
- Ensuring safety of passengers by purchasing PPE and following safety guidelines
- Developing partnerships with local governments and other non-profit organizations
- Maintaining vehicles
- Allowing additional trip purposes for vouchers, and adding grocery delivery

COG/TPB will continue to collect and monitor impacts and reopening of service.

Two subrecipients of Enhanced Mobility presented on innovative practices they've undertaken to allow for continued delivery of services to older adults and people with disabilities during the pandemic. Highlights included the Arc of Northern Virginia's adaption to virtual travel training for people with intellectual disabilities, which allowed the inclusion of family and mentors and Capitol Hill Village's successful offering of virtual peer-to-peer training directly with transportation providers resulting in increased Village participation.

Regional

Mr. Meese shared preliminary results of TPB staff research on data and information examining COVID-19's transportation impacts on travel and roadway traffic volumes impacts, transit, and safety, speeds, and other impacts. Findings included:

- Traffic volumes and vehicle miles of travel dipped most dramatically in April but have significantly recovered
- Truck travel never declined as much as passenger travel did
- Though the overall number of crashes and incidents went down during the pandemic, major incidents and fatal crashes remained high even during periods of reduced travel demand
- Transit ridership has varied, with greater declines for longer-distance commuter services, lesser declines for local bus transit services
- Ridership changes should be viewed in relation to pandemic-reduced service levels; bus usage has been significant and remains a lifeline for critical workers.

Mr. Canan discussed planned activities to continue to monitor and analyze the impacts. COG Departments of Transportation Planning, Environmental Programs, and Community Planning & Service plan to collaborate on a multi-sector assessment of the data.

Due to time constraints, questions will be directed to staff for circulation to the appropriate speaker and response.

OTHER BUSINESS

Ms. Masliansky of SOME shared information on the DC Transportation Equity Network (DC TEN), a "cross-sector coalition of organizations committed to seeing a complete transportation system that ensures vulnerable travelers are accounted for in the District of Columbia." As a member, SOME will continue to provide updates on the work of DC TEN.

Chair Kostiuk shared information about the transition to a new AFA Chair.

2021 MEETING DATES

- TBD in consultation with new Chair

MEETING ATTENDANCE

District of Columbia	Virginia	TPB Staff
Christopher Grayton, Yellow Cab Company of DC	Clemmon Hammie, VDOT	Andy Meese
Heather Foote, Age Friendly DC Transportation Committee	Karen Smith, Arc of Prince William/INSIGHT, Inc.	Kanti Srikanth
Judy Berman, Capitol Hill Village	Mahtot Gebresselassie, Virginia Tech PhD student	Karen Armendariz
Karen Randolph, DDOT	Peter Leisen, Arc of Northern Virginia	Lyn Erikson
Nechama Maslianksy, S.O.M.E.	Roger Hoskin, representing older adults	Lynn Winchell-Mendy
Vivian Guerra, DDOT	Brittany Voll, DRPT	Sergio Ritacco
		Tim Canan
Maryland	Regional	
Andrea Lasker, Prince George's County DPWT	Angela Miller, Direct Action	Chair
Christina Vandroff, Tri-County Council for Southern Maryland	Angela White, National MS Society of Greater DC	Kacy Kostiuk, City of Takoma Park – Ward 3 Councilmember
Debbie Fisher, representing people with developmental disabilities	Brenda Richardson, Women Like Us	
Gloria Swieringa, Prince George's Commission for Individuals with Disabilities	Carla Elliott, WMATA	
Janet Cornick, Maryland Department of Transportation	Cecelia Castillo-Ayometzi, WMATA	
Marci LeFevre, City of Hyattsville	Glenn Millis, WMATA	
Sara Fought, JCA Connect-A-Ride	Janine Ashe, FHWA	
Shawn Brennan, Montgomery County DHHS	Ken Thompson, Easterseals	
Yolanda Hipski, Tri-County Council for Southern Maryland		



MEMORANDUM

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

The attached materials include:

- Letters Sent/Received
- Announcements and Updates



MEMORANDUM

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

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



National Capital Region
Transportation Planning Board

October 22, 2020

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

Re: Public Transportation COVID-19 Research Demonstration Grant Application for Montgomery County, Maryland

Dear Ms. Williams:

I am writing to express the support of the National Capital Region Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the National Capital Region, for an application by Montgomery County in Maryland for a Federal Transit Administration (FTA) Public Transportation COVID-19 Research Demonstration Grant. The grant funding will be used to implement a real-time Automated Passenger Counting (APC) system onboard the County's Ride On bus system. The technology will provide real time information to bus customers about available capacity, provide trip planning information to customers about alternate routes, and improve the ability of the bus control center to track bus crowding and dispatch buses to crowded routes. In addition, Ride On will enhance its mobile ticketing application to enable rear-door boarding along with contactless fare payment.

The project proposed for this grant will support FTA COVID initiatives thru 1) exposure mitigation – allowing customers to avoid crowded buses and enabling the control center to dispatch additional buses to prevent crowding; 2) an innovative mobility solution – by providing contactless fare payment and improved central bus dispatching; and 3) strengthen public confidence – by providing real time information about conditions and alternatives.

The project is in agreement with best practices being developed in the public transportation industry in response to the COVID pandemic. In addition, the project is consistent with the regional transportation goals adopted by the TPB in our Regional Transportation Priorities Plan and as identified in the Washington region's long-range transportation plan, Visualize 2045. The TPB has long supported the provision of a broad range of public and private transportation choices for our region which maximize safety, accessibility and affordability to everyone and minimize reliance upon single occupancy automobiles.

The TPB requests your favorable consideration of this request by Montgomery County. I anticipate that upon a successful grant award, subject to the availability of the required matching funding, the region's transportation improvement program (TIP) will be amended to include the grant funding for this project.

Ms. Williams
October 22, 2020

Sincerely,

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

Kelly Russell
Chair, National Capital Region Transportation Planning Board

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



MEMORANDUM

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

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



MEMORANDUM

TO: Transportation Planning Board
FROM: Stacy Cook, TPB Transportation Planner
SUBJECT: Visualize 2045 Update: Board Kickoff
DATE: November 12, 2020

TPB staff invite the members of the Transportation Planning Board to a virtual Kickoff for the update to Visualize 2045, TPB's Long-Range Transportation Plan. Members of the public are encouraged to listen and watch. Participation will occur through the same technology used for Board meetings.

PURPOSE

- Officially mark the start of the Visualize 2045 update process
- Communicate key facts and how TPB Board members can be involved
- Celebrate successes and Visualize our Future, Together

DATE AND TIME

- December 2020 Board meeting: 12/16/2020
- Time 11:30 A.M. - Noon

AGENDA

- Welcome by Kanti Srikanth
- Visualize 2045 motion graphic
- Presentation:
 - A rededication to equity, resiliency, and safety
 - Thinking Regionally, Acting Locally: A Look Back to Look Forward
 - This is your plan.
- Q/A

ITEM 7 – Action
November 18, 2020

FY 2021 TA Set-Aside Program for the District of Columbia

Action: Adopt Resolution R9-2021 to approve projects for funding under the Federal Transportation Alternatives Set Aside Program for DC for FY 2021.

Background: A portion of the federal Transportation Alternatives Set Aside Program is sub-allocated to the TPB for project selection in the District of Columbia. The board will be briefed on the recommended projects and asked to approve them.

TPB R9-2021
November 18, 2020

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

**RESOLUTION TO APPROVE PROJECTS IN THE DISTRICT OF COLUMBIA
FOR TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM FUNDING
UNDER THE SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
FOR FY 2021**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Fixing American's Surface Transportation Act (FAST Act) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the FAST Act's Transportation Alternatives Set-Aside (TA Set-Aside) Program, which is part of the Surface Transportation Block Grant Program of the Federal Highway Administration (FHWA), provides a portion of funding based on the relative share of the total State population sub-allocated to large urbanized areas, and the MPO is required "to develop a competitive process to allow eligible entities to submit projects for funding ... in consultation with the relevant State"; and

WHEREAS, the TA Set-Aside Program provides funding for transportation programs and projects defined as eligible per Section 1109 of the FAST Act; and

WHEREAS, the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) are responsible for determining the total federal funding amount allocated to the TPB, determining project eligibility, project implementation, and project oversight; and

WHEREAS, the TA Set-Aside Program provides an opportunity to fund projects that implement regional policies reflected in the Regional Transportation Priorities Plan, in the Equity Emphasis Areas, and in the seven initiatives endorsed by the TPB in December 2017 and January 2018, which include promoting Regional Activity Centers, improving pedestrian and bicycle access to transit, and completing the National Capital Trail; and

WHEREAS, the TA Set-Aside is a complementary component of the TPB's Transportation Land-Use Connections (TLC) Program, which supports small planning and design projects in TPB member jurisdictions; and

WHEREAS, a solicitation for TA Set-Aside applications for FY 2021 was conducted by the District of Columbia Department of Transportation between May and September of 2020; and

WHEREAS, the TPB's TA Set-Aside Selection Panel met on October 28, 2020 and recommended funding seven applications received based on project readiness and eligibility and each project's ability to meet the regional selection criteria; and

WHEREAS, on November 6, 2020, the TPB Technical Committee was briefed on the recommended projects;

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board approves the projects for funding under the Transportation Alternatives Set-Aside Program for FY 2021 in the District of Columbia, as described in the attached materials.



MEMORANDUM

TO: Transportation Planning Board
FROM: John Swanson, TPB Transportation Planner
 Jaleel Reed, COG Regional Planner
SUBJECT: Projects recommended for funding in FY 2021 in the District of Columbia under the Transportation Alternatives Set-Aside Program
DATE: November 12, 2020

SUMMARY

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

For FY 2021 in the District of Columbia, the TPB has an available sub-allocation of \$1,150,000. Seven eligible applications were submitted this year. A TPB selection panel is recommending full funding for those projects, which are listed below, for a total of \$727,161.

On November 18, 2020, the TPB will be asked to adopt Resolution R9-2021 to approve the following recommendations.

Project Name	Project Sponsor	Project Advocate	TA Funding Request	Match*	Total
C&O Canal Trailhead Project Enhancements	DDOT	Georgetown Business Improvement District	30,000	7,500	37,500
Blair Road Right of Way Analysis and Acquisition	DDOT	DDOT	240,000	60,000	300,000
Tactical Urbanism Library	DDOT	DDOT	33,600	8,400	42,000
Curb Extensions with Ground Murals	DDOT	DDOT	20,000	5,000	25,000
Statue Restoration of Tigers on 16th Street Bridge and Bisons on Dumbarton Bridge	DDOT	DDOT	32,000	8,000	40,000
Union Station Head House Floor Tile Replacement**	DDOT	Union Station Redevelopment Corporation	156,900	43,419	200,319
Union Station Granite Masonry & Other Surface Restoration	DDOT	Union Station Redevelopment Corporation	214,661	53,665	268,326
TOTAL			\$ 727,161	\$ 185,984	\$ 913,145

* A match of at least 20% is federally required.
 ** This project's match exceeds the federal requirement.

BACKGROUND

The Transportation Alternatives Set-Aside (TA Set-Aside) Program was established by federal law to fund a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, trails, safe routes to school (SRTS) projects, community improvements, and environmental mitigation. MAP 21, the surface transportation legislation enacted in 2012, established the program as the Transportation Alternatives Program (TAP). The FAST Act of 2015 renamed the program as the Transportation Alternatives Set-Aside (TA Set-Aside) Program, and the key features of the program largely remain the same. Information on the TA Set-Aside is available from FHWA at: https://www.fhwa.dot.gov/environment/transportation_alternatives/.

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

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

The TA Set-Aside offers the region the ability to fund projects that support regional priorities and goals based on Visualize 2045 and the TPB’s other policy documents. Applicants from the National Capital Region are asked to show how their projects will serve these priorities when they seek TA Set-Aside funds. The priorities also provide the basis for the selection criteria that the TPB’s selection panel uses when it reviews TA Set-Aside applications and recommends projects for funding.

FY 2021 SOLICITATION FOR THE DISTRICT OF COLUMBIA

Since the establishment of this program in 2012, the TPB has combined its solicitations with the state departments of transportation in the District of Columbia, Maryland, and Virginia. As part of this process, TPB staff works with the District of Columbia Department of Transportation (DDOT), which conducts its solicitation on an annual basis.

For FY 2021 in the District of Columbia, DDOT informed TPB staff that the TPB has responsibility for project selection for up to \$1.15 million. DDOT has discretion for decision-making over an additional \$1.15 million, which will be used for Safe Routes to School projects.

This year’s solicitation period was open between May and October. The DDOT application included a supplementary form requesting information about how proposed projects responded to the TPB’s regional priorities, including promoting non-motorized circulation within Activity Centers, enhancing access to transit stations, and increasing multimodal transportation options. At the request of TPB staff, DDOT extended the application period in an effort to solicit more applications.

DDOT received seven eligible applications representing a total of \$727,161 in requested funding, which is far below the amount available for TPB project selection.

Federal regulations typically prohibit state DOTs from receiving TA Set-Aside funding. However, the Federal Highway Administration (FHWA) has ruled that DDOT, in its function as a department of local government, is eligible to apply for this program funding. DDOT is officially the applicant for all seven projects this year, although in three cases, the applications and concepts were developed by other organizations that are listed as “project advocates” on the applications. These project advocates are the Georgetown Business Improvement District (Georgetown BID) and the Union Station Redevelopment Corporation. They will act as the de facto project sponsors in close coordination with DDOT.

Federal regulations for the TA Set-Aside require a 20% local match.

PROJECT SELECTION

To determine funding recommendations, conducts a panel review process that utilizes expertise from our state partners and TPB subject-matter experts. For this review, TPB staff invited representatives from the departments of transportation in Maryland and Virginia, along with representatives from COG/TPB staff, to participate on the TPB’s selection panel. Panel participants included:

- Christy Bernal, Maryland Department of Transportation
- Pam Liston, Virginia Department of Transportation
- Michael Farell, COG/TPB Staff
- Jaleel Reed, COG Staff
- John Swanson, COG/TPB Staff

DDOT staff member Kelsey Bridges participated in the panel meeting and served as a technical resource for the discussion.

Prior to their meeting, panel members individually reviewed and scored applications for a maximum of 100 points. The total score is a composite based on each reviewer’s professional assessment (50 points) and regional selection criteria (50 points). The professional assessment is based on each panel member’s transportation planning expertise, knowledge of transportation planning in the region, evaluation of the project budget, and project management experience. The regional criteria are rooted in TPB policies and programs, with the understanding that some projects would not meet all criteria. Regional selection criteria included the following:

- *Focus on expanding transportation options (10 points):* Will the project significantly increase transportation options for pedestrians, bicyclists and other non-drivers? Will the transportation benefits of the project be more than just recreational?
- *Support for Regional Activity Centers (10 points):* Does the project enhance walkability and accessibility within or between the region’s 141 Activity Centers? (Regional Activity Centers are places where jobs and housing are concentrated and it should be easy to walk, bike, or take transit.)
- *Access to high-capacity transit (10 points):* Will the project improve ped/bike access to transit facilities, such as Metrorail, VRE, or bus rapid transit?

- *Access in Equity Emphasis Areas (10 points):* Does the project promote accessibility for communities in Equity Emphasis Areas (EEAs)? (EEAs are locations that the TPB has identified as having high concentrations of low-income and/or minority populations.)
- *Safe access to schools (5 points):* Does the project enhance safe ped/bike access to schools?
- *Increased access for people with disabilities (5 points):* Does the project promote accessibility for people with disabilities?

The panel met via Microsoft Teams on October 28, 2020. To provide a basis for discussion, each member provided their scores in advance of the meeting. Staff developed average scores for each project and ranked them by their average scores. The group discussed the projects in the ranked order and jointly determined whether to fund them. The final recommendations are the result of consensus and are not simply based on a sum of the panelists' individual scores.

At the end of the meeting, the selection panel recommended funding all seven applications that were submitted. Given the anticipated total of \$1,150,000 in the TPB's sub-allocation for D.C., the recommendations will leave a remainder of \$422,839 in unspent funding.

PROJECT DESCRIPTIONS

The seven recommended projects promote TPB priorities in a variety of ways. They all serve regional Activity Centers, six are in Equity Emphasis Areas, five support access to transit (directly or indirectly), and one is part of the National Capital Trail Network.

In addition, several of the projects are focused on safety, which is a topic of vital interest to the TPB and its partners. The tactical urbanism projects (curb extensions and tactical urbanism library) are worth highlighting, in particular. They will creatively use rapid deployment techniques to try out solutions to reduce pedestrian deaths and injuries, and help to achieve Vision Zero aspirations for the District and the region.

The recommended projects are described below:

- **C&O Canal Trailhead Project Enhancements**

\$30,000

This funding will enhance an existing TAP-funded project to develop a new trailhead at the Georgetown connection point of the Capital Crescent Trail and the C&O Canal Towpath, two of the most heavily travelled bicycle and pedestrian trail routes in the region. The site, which is currently in a neglected condition, is located where the remnant Aqueduct Bridge, Capital Crescent Trail, and Water Street intersect. The TPB in 2018 approved \$150,000 in TAP funding for a suite of improvements including landscaping, planting, a trailhead meeting area, and an improved staircase. Based upon additional community outreach, the requested enhancements will further improve the stairwell, incorporate a bike repair station, and put up way-finding signage. The project lies directly on the National Capital Trail Network and is within the Georgetown Activity Center.

- **Blair Road Right Of Way Analysis and Acquisition**

\$240,000

This project will fund analysis and acquisition of right-of-way to install a sidewalk on a half-mile section of Blair Road NW between 4th Street and Eastern Avenue. The project will include a full right-of-way analysis and fair market value estimate to acquire private property that would be needed. This section of Blair Road is missing a critical sidewalk connection to schools, transit, and a commercial business district. The project is located in an Equity Emphasis Area and in the Takoma Park Activity Center, and is within a half mile of the Takoma Metro station.

- **Tactical Urbanism Library**

\$33,600

The Tactical Urbanism Library will provide a storehouse of materials that can be quickly deployed to address pedestrian safety concerns throughout the city. The library will offer an array of materials such as traffic cones, flexible delineator posts, temporary ADA ramps, and polymer plastic planters. DDOT and other partners will use these materials to test out potential longer-term solutions, including pedestrian refuge islands, curb extensions, chicanes, and traffic circles.

- **Curb Extensions with Ground Murals**

\$20,000

This project will add curb extensions with ground murals to five DC intersections. These locations have been previously identified by the community through DDOT's Livability Study program as locations with pedestrian safety concerns that could benefit from curb extensions. When implemented, each of the curb extensions will contain a ground mural designed by a local artist. DDOT plans to go through community outreach and coordination to select the artist and develop the artwork for the curb extensions. The following locations have been selected for this project: Blair Road at 5th Street NW/Dahlia Street; New Mexico Avenue NW at Cathedral Ave NW; Texas Avenue SE at Chaplin St/E Street SE; Georgia Avenue NW at Alaska Avenue NW/Kalmia Road; Nebraska Avenue NW at 45th Street/Newark Street.

- **Statue Restoration of Tigers on 16th Street Bridge and Bisons on Dumbarton Bridge**

\$32,000

The project involves treatments to restore four bronze tigers on the 16th Street Bridge and four bronze bison on the Dumbarton Bridge, which date back to 1907 and 1915, respectively. Serving as ornamental gateways to the District, both bridges exemplify the City Beautiful movement in urban design. For more than a century, they have enhanced the transportation experiences of walkers, bikers, bus-riders and drivers.

- **Union Station Head House Floor Tile Replacement**

\$156,900

Building on restoration efforts funded with previous TAP grants, this project will replace worn floor tiles. This work will improve the aesthetic of the Head House (Main Hall and West Hall) floor and will make pedestrian pathways safer. Union Station is both a national treasure and is the region's premier multimodal transportation facility, serving over 37 million people annually or approximately 100,000 per day. Union Station's continuous role as a transit hub dates back to its opening in 1907. Projected growth in the nearby NoMa neighborhood is expected to make it the densest neighborhood in D.C. within the next five years.

- **Union Station Granite Masonry and Other Surfaces Restoration**

\$214,661

This project will clean and conserve the historic granite masonry walls in Union Station's West Hall that extend from the floor upward, including the gallery level and beyond, to where the hall's iconic plaster ceiling begins. The project will also clean and restore the non-granite masonry surfaces such as the laylight framing, the historic electrical closet doors, and the clock frame on the west wall. Coupled with tile replacement project described above, this restoration work will help to maintain Union Station for generations to come.

NEXT STEPS

The TPB will be asked to approve the selection panel's recommendations on November 18, 2020. Once all selections are finalized, DDOT staff will work with applicants to administer funding.



FY 2021 DC TRANSPORTATION ALTERNATIVES PROGRAM PROJECTS

Jaleel Reed
COG Regional Planner

TPB Presentation
November 18, 2020



National Capital Region
Transportation Planning Board

Agenda Item #7

Process

- A portion of the federal Transportation Set-Aside Alternatives (TA) Program is sub-allocated to the TPB for project selection in D.C.
- Seven DC applicant funding requests were received totaling less than the DC sub-allocation of TA funding
- Staff recommends full funding of all seven projects

Project Recommendations

Project Name	TA Funding Request	Match	Total
C&O Canal Trailhead Enhancements	\$30,000	\$7,500	\$37,500
Blair Road Right of Way Analysis and Acquisition	\$240,000	\$60,000	\$300,000
Tactical Urbanism Library	\$33,600	\$8,400	\$42,000
Curb Extensions with Ground Murals	\$20,000	\$5,000	\$25,000
Statue Restoration of Tigers on 16th Street Bridge and Bisons on Dumbarton Bridge	\$32,000	\$8,000	\$40,000
Union Station Head House Floor Tile Replacement	\$156,900	\$43,419	\$200,319
Union Station Granite Masonry & Other Surface Restoration	\$214,661	\$53,665	\$268,326
TOTAL	\$727,161	\$183,584	\$918,745

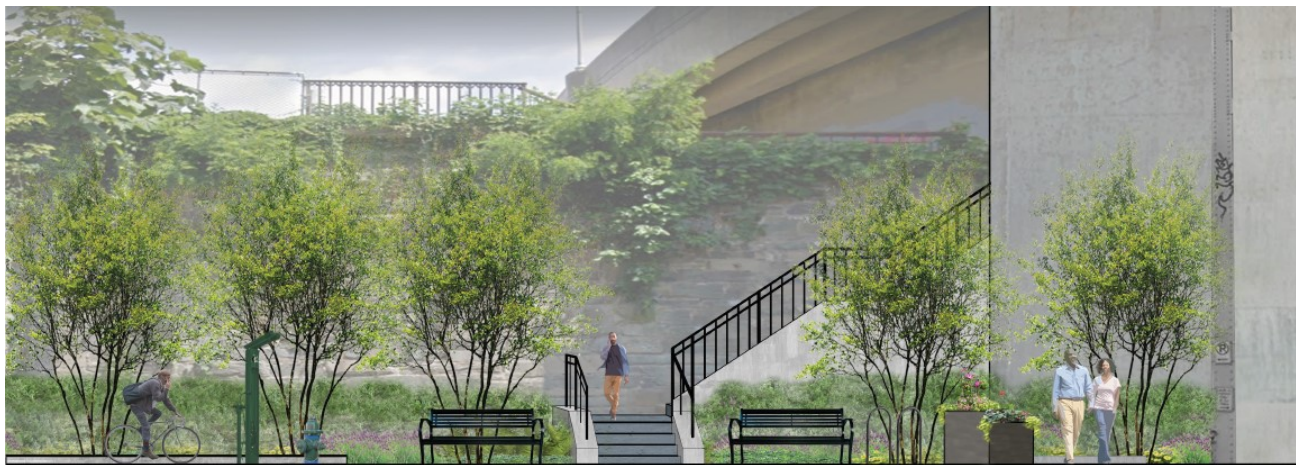


C&O Trailhead Project Enhancements

- Project funded with TAP in 2018
- Connection for the National Capital Trail Network
- Partnership with Georgetown BID
- New add-ons: Staircase improvements, bike repair station, way-finding signage



2018



2021



Blair St ROW Analysis & Acquisition

- Blair Road - 1/2 mile between Eastern & 5th St
 - Busy arterial
 - Major safety concerns
 - Not ADA-compliant
 - Community support for widening
 - Connection to schools, transit, and Takoma Park Activity Center
- Grant will analyze and purchase right of way to widen a sidewalk and make it ADA-compliant



Googlemaps



Tactical Urbanism Library & Curb Extensions with Murals

- 1. Tactical Urbanism Library –**
A storehouse of materials (e.g., cones, flexible posts, planters) for quick deployment to try out potential longer-term solutions
- 2. Curb Extensions with Murals –** Five intersections with safety concerns will receive curb extensions made visible through murals designed by local artists



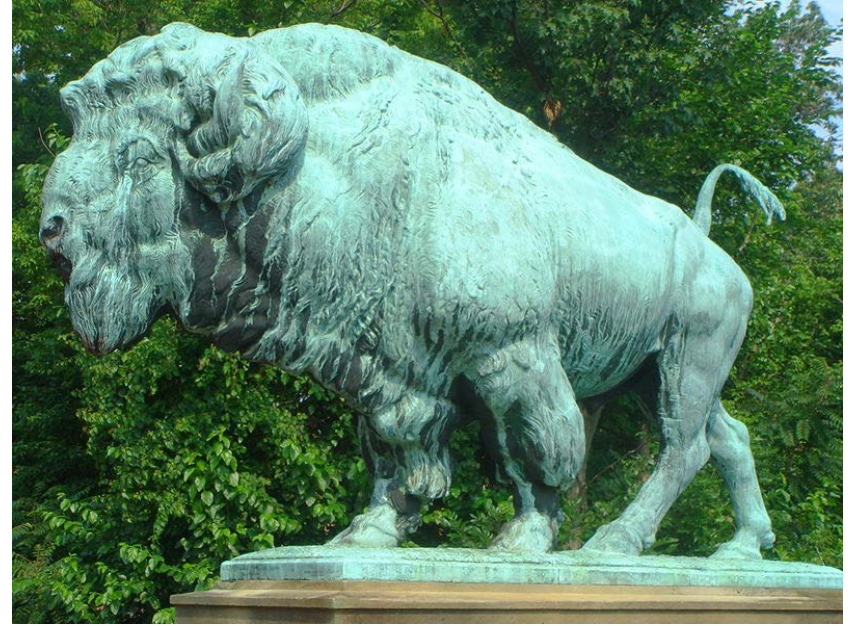
street-plans.com



Statue Restoration – Historic Bridges



Wikimedia Commons/farragutful



Wikimedia Commons/Ricardo Martins

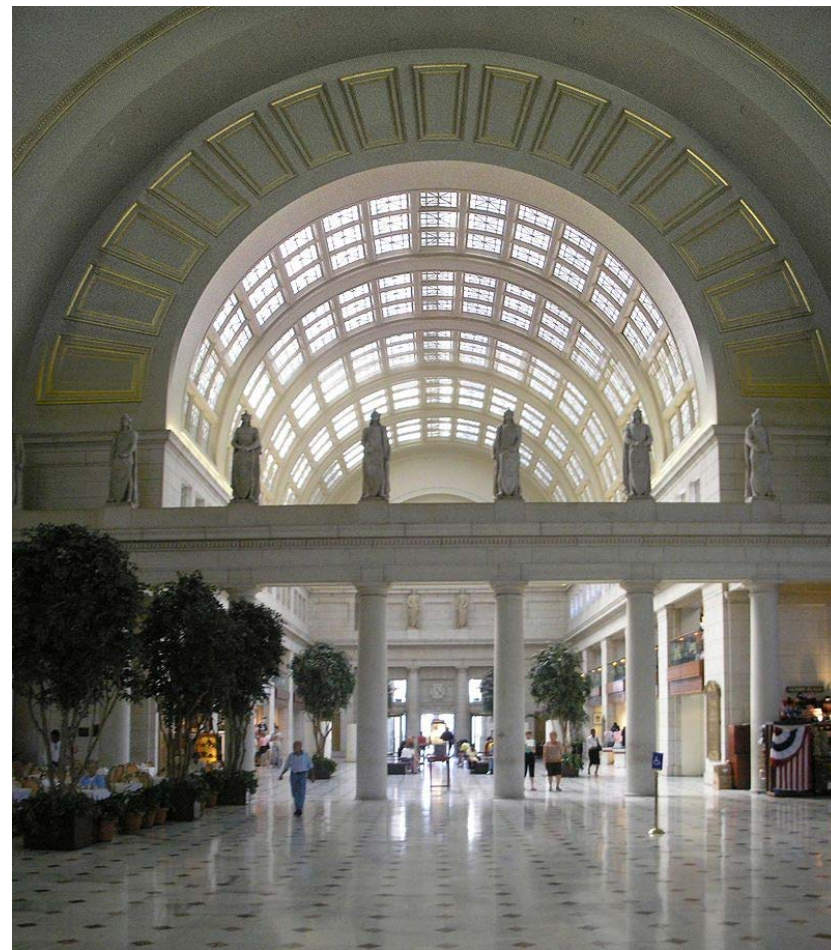
Restore statues on two historic bridges

- Tigers on 16th Street Bridge (1907)
- Bison on Dumbarton Bridge (1915)



Union Station Restoration Projects

- Two projects:
 - Head House (Main Hall and West Hall) Tile Replacement
 - West Hall Masonry and Surface Restoration
- Partnership with Union Station Redevelopment Corporation
- The Main Hall and West Hall are accessed by most of the approximately 100,000 transit users and pedestrians that travel through Union Station daily



Wikimedia Commons/Gryffindor



Next Steps

- TPB requested to approve Resolution R9-2011 to approve the FY 2021 Recommendations for the Transportation Alternatives Set-Aside Program (TAP)
- DDOT will proceed with implementation



Jaleel Reed

jreed@mwcog.org

John Swanson

jswanson@mwcog.org

MWCOG.ORG/TPB

777 North Capitol Street NE, Suite 300
Washington, DC 20002

ITEM 8 – Action
November 18, 2020

PBPP – Transit Safety Targets

Action: Adopt Resolution R10-2021 to approve regional transit safety targets.

Background: The board will be briefed on the final recommended regional targets for transit safety performance measures, including fatalities, injuries, safety events, and system reliability, as required under the federal performance based planning and programming (PBPP) rulemaking for public transportation providers and MPOs. The board will be asked to approve the regional targets.

TPB R10-2021
November 18, 2020

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

**RESOLUTION TO ADOPT ANNUAL TRANSIT SAFETY TARGETS
FOR THE NATIONAL CAPITAL REGION**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the provisions of the FAST Act continued the implementation of performance based planning and programming to achieve desired performance outcomes for the multimodal transportation system, including the setting of targets for future performance by States, providers of public transportation, and metropolitan planning organizations (MPOs); and

WHEREAS, the Federal Transit Administration (FTA) issued a rulemaking for providers of public transportation and MPOs to annually establish data-driven transit safety targets and report progress on achieving the targets for the following performance measures for each mode of public transportation: number of fatalities, rate of fatalities per hundred thousand revenue vehicle miles (RVM), number of serious injuries, rate of serious injuries per hundred thousand RVM, number of safety events (collisions, derailments, fires, or life safety evacuations), rate of safety events per hundred thousand RVM, and the Mean Distance Between Failure (MDBF); and

WHEREAS, the applicable providers of public transportation have set their respective transit safety targets for 2020 and MPOs are required to set transit safety targets for their metropolitan planning areas for the same period within 180 days; and

WHEREAS, TPB staff have coordinated with officials of the providers of public transportation in the region to develop regional transit safety targets that are consistent with the targets submitted by each provider and reflective of the outcomes expected through the implementation of funded safety projects and policies; and

WHEREAS, safety of all modes of travel is an important element of TPB's Vision, and a regional priority, with many of its member jurisdictions having adopted aspirational safety goals associated with Vision Zero and Towards Zero Deaths; and

WHEREAS, the TPB encourages every provider of public transportation in the region to adopt similar aspirational safety goals and calls on the transportation agencies of the region to redouble their efforts to develop projects, programs, and policies to achieve reductions in fatalities and serious injuries; and

WHEREAS, the TPB remains focused on developing and achieving its aspirational goals and will use the federally-required annual regional transit safety targets and the target setting process to evaluate the region’s progress toward its aspirational goals; and

WHEREAS, the TPB continues to support local, regional and state level efforts to reduce transportation fatalities and serious injuries; and

WHEREAS, these transit safety targets have been reviewed and recommended for TPB approval by the Regional Public Transportation Subcommittee and the TPB Technical Committee; and

WHEREAS, the TPB requests that its members continue to coordinate and share information on projects, programs, policies, and initiatives to improve safety; and

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board adopts the following set of annual transit safety targets for the National Capital Region, as described below.

Table 1: Regional Transit Safety Targets – 2020

Mode	Fatalities		Serious Injuries		Safety Events		Reliability
	Number	Rate	Number	Rate	Number	Rate	MDBF
Heavy Rail (HR)	0	0	324	0.38	95	0.11	7,000
Streetcar Rail (SR)	0	0	0	0.0	4	0.27	672
Urban Bus (MB)	0	0	462	0.75	660	1.08	20,660
Commuter Bus (CB)	0	0	12	0.19	185	3.00	11,593
Demand Response (DR)	0	0	69	0.32	207	0.97	48,422

Rate - Per 100,000 Vehicle Revenue Miles MDBF = Mean Distance Between Failures

REGIONAL TARGETS FOR TRANSIT SAFETY

Performance-Based Planning and Programming

2020 Report **FINAL DRAFT**



National Capital Region
Transportation Planning Board

Regional Targets for Transit Safety – 2020 Report

November 18, 2020

ABOUT THE TPB

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. It is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area. Members of the TPB include representatives of the transportation agencies of the states of Maryland and Virginia and the District of Columbia, 23 local governments, the Washington Metropolitan Area Transit Authority, the Maryland and Virginia General Assemblies, and nonvoting members from the Metropolitan Washington Airports Authority and federal agencies. The TPB is staffed by the Department of Transportation Planning at the Metropolitan Washington Council of Governments (COG).

CREDITS

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Jurisdictional and transit agency staff from across the region.

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TABLE OF CONTENTS

Executive Summary – 2020 Regional Transit Safety Targets	1
Overview of Performance-Based Planning and Programming Requirements	2
Introduction to Transit Safety Performance and Target Setting	4
Transit Safety for the National Capital Region	4
Additional Data - Transit Safety Data for the Region	6

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FIGURES AND TABLES

Figure 1 – Transit Safety Performance Measures	5
Figure 2 – 2020 Regional Transit Safety Targets	5
Figure 3 – NTD Safety & Security Time Series Data for the Region (2017-2019)	6

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Executive Summary – 2020 Regional Transit Safety Targets

This report presents the transit safety targets developed for the region for adoption by the National Capital Region Transportation Planning Board (TPB) for 2020. The setting of annual transit safety targets is one of the requirements of the performance-based planning and programming (PBPP) rulemakings enacted by the federal government in accordance with the MAP-21 and FAST Act surface transportation acts. Once applicable providers of public transportation have each set their transit safety targets, MPOs have 180 days to adopt transit safety targets for their metropolitan planning area to comply with requirements.

The final rulemaking Public Transportation Agency Safety Plan (PTASP) was published by FTA on July 19, 2018. The effective date of this rule was July 19, 2019, with one year for applicable providers of public transportation to implement the rulemaking, by July 19, 2020.

“This final rule requires States and certain operators of public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53 to develop Public Transportation Agency Safety Plans based on the Safety Management System approach. Operators of public transportation systems will be required to implement the safety plans. The development and implementation of safety plans will help ensure that public transportation systems are safe nationwide.”¹

The issuance of this final rulemaking served as a capstone for a collection of rules making up the Public Transportation Safety Program, including the National Public Transportation Safety Plan Rule which defined the four transit safety performance measures for which providers of public transportation and MPOs have to set targets.

The PTASP final rule applies to providers of public transportation that are recipients and sub-recipients of FTA Section 5307 funding and that fall under the safety jurisdiction of the Federal Transit Administration (FTA). Applicable providers of public transportation are required to develop Public Transportation Agency Safety Plans, which include the process and procedures for implementing Safety Management Systems (SMS), and certify their safety plan by July 20, 2020. In addition, they were required to set initial targets for the four transit safety measures by July 20, 2020 (thereafter annually), following which Metropolitan Planning Organizations (MPOs) must set transit safety targets for the metropolitan planning area within 180 days.

In response to the COVID-19 pandemic, on April 23, 2020 the FTA announced that it would give providers of public transportation more time to meet the requirements of the PTASP regulation. The regulation set July 20, 2020 as the deadline for providers of public transportation to certify that they have established a compliant agency safety plan. FTA announced it would provide relief by refraining from taking any enforcement action until December 31, 2020 against providers that are unable to meet the July 20, 2020 deadline.

¹ <https://www.federalregister.gov/documents/2018/07/19/2018-15167/public-transportation-agency-safety-plan> p/ 34418

Overview of Performance-Based Planning and Programming Requirements

Under the Moving Ahead for Progress in the 21st Century Act (MAP-21) and reinforced in the Fixing America's Surface Transportation (FAST) Act, federal surface transportation regulations require the implementation of performance management requirements through which states and metropolitan planning organizations (MPOs) will “transition to a performance-driven, outcome-based program that provides for a greater level of transparency and accountability, improved project decision-making, and more efficient investment of federal transportation funds.”

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have gradually issued a set of rulemakings, initially proposed and subsequently final, for the implementation of this performance-based planning and programming (PBPP) process. Each rulemaking lays out the goals of performance for a particular area of transportation, establishes the measures for evaluating performance, specifies the data to be used to calculate the measures, and then sets requirements for the setting of targets. Following issuance of these rulemakings, the TPB and the region's state DOTs, and transit agencies (as required) have taken actions to address (or comply with) these rulemakings.

Under the PBPP process, states, MPOs, and providers of public transportation must link investment priorities to the achievement of performance targets in the following areas.

1. Highway Safety
2. Highway Assets: Pavement and Bridge Condition
3. System Performance (Interstate and National Highway System, Freight Movement on the Interstate System, and the Congestion Mitigation and Air Quality Improvement Program)
4. Transit Asset Management
5. Transit Safety

The final Statewide and Metropolitan Planning Rule, published May 27, 2016, provides overall direction and guidance on requirements for implementation of PBPP, including specified measures and data sources, forecasting performance, target-setting, documentation in the statewide and metropolitan long-range transportation plans and Transportation Improvement Programs (TIPs), and reporting requirements.

States will typically measure performance and set targets on a statewide basis, and providers of public transportation will measure performance and set targets for their transit system. Depending upon the area of performance, targets may be set annually, biennially, or every four years. States and providers of public transportation must also develop supporting strategic plans for monitoring and improving performance in order to achieve their selected targets. In addition to quantitative targets, periodic narrative reports on performance will also be required. Target-setting is intended to be based on an agency's strategic plan and science-based methodology for forecasting performance based on measured trends and the funding available and programmed for projects that will affect performance.

The MPO is responsible for collecting this information to calculate measures and set targets for the metropolitan planning area as appropriate. MPOs have up to 180 days to adopt targets following the targets being set by state DOTs or providers of public transportation. MPOs must coordinate with the state DOTs and providers of public transportation in setting the metropolitan area targets, which should be based on the strategic plans and funded projects of the cognizant agencies.

DRAFT

Introduction to Transit Safety Performance and Target Setting

This report presents the transit safety targets being adopted by the National Capital Region Transportation Planning Board (TPB) for 2020. The setting of annual transit safety targets is one of the requirements of the rulemaking for Public Transportation Agency Safety Plans (PTASP).

The PTASP rule was published in the Federal Register on July 19, 2018. The effective date of the rule was July 19, 2019, with one year following for implementation. Each applicable provider of public transportation is required to adopt a Public Transportation Agency Safety Plan implementing the principles of Safety Management Systems (SMS). In addition, annual targets for safety performance must be set.

Transit Safety for the National Capital Region

The following providers of public transportation in the region are required to set transit safety targets in accordance with the PBPP requirements. These targets are required for each mode operated by the provider, including heavy rail, streetcar, commuter bus, bus, and paratransit (demand response).

Regional recipients of FTA Section 5307 funding and the modes they operate include:

- WMATA: Metrorail, Metrobus, MetroAccess
- DDOT: DC Circulator, DC Streetcar
- MDOT-MTA: MTA Commuter Bus
- PRTC OmniRide: commuter bus, local bus, and paratransit

Regional sub-recipients of FTA Section 5307 funding include:

- VanGo (Charles Co.)
- TransIT (Frederick Co.)
- Ride On (Montgomery Co.)
- The Bus (Prince George's Co.)

Note that while local bus systems in Suburban Maryland are sub-recipients of FTA funds through the State of Maryland's Locally Operated Transit systems (LOTS) funding programs, the local bus systems operated by jurisdictions in Northern Virginia do not receive federal funds and the PTASP rule is not applicable to them. In addition, commuter rail systems including MARC and VRE have their safety regulated by the Federal Railroad Administration (FRA) and the PTASP rule does not apply to them.

CALCULATION OF REGIONAL SAFETY TARGETS

Targets for the region are based on those adopted by each provider of public transportation. Measures are calculated for each mode:

- Number of Fatalities/Serious Injuries/Safety Events: total number for all providers of that mode.
- Rate of Fatalities/Serious Injuries/Safety Events: total number for all providers of the mode divided by the total number of Vehicle Revenue Miles (VRM) for that mode (reported in rate)

per 100,000 VRM). VRM are the miles that vehicles are scheduled to be or actually traveled while in revenue service (i.e., doors open to customers, from first stop to last stop).

- Mean Distance Between Failure (MDBF): the total number of VRM for that mode divided by the total number of failures for all providers of the mode.

Figure 1 – Transit Safety Performance Measures

	Performance Measures
Fatalities	Total number of reportable fatalities and the rate per total vehicle revenue miles by mode
Injuries	Total number of reportable injuries and the rate per total vehicle revenue miles by mode
Safety Events*	Total number of reportable events and the rate per total vehicle revenue miles by mode
System Reliability	Mean distance between major mechanical failures by mode

Figure 2 – 2020 Regional Transit Safety Targets *To be Adopted by the TPB on November 18, 2020*

Mode	Fatalities		Serious Injuries		Safety Events		Reliability
	Number	Rate	Number	Rate	Number	Rate	MDBF
Heavy Rail (HR)	0	0	324	0.38	95	0.11	7,000
Streetcar Rail (SR)	0	0	0	0.0	4	0.27	672
Urban Bus (MB)	0	0	462	0.75	660	1.08	20,660
Commuter Bus (CB)	0	0	12	0.19	185	3.00	11,593
Demand Response (DR)	0	0	69	0.32	207	0.97	48,422

Rate - Per 100,000 Vehicle Revenue Miles MDBF = Mean Distance Between Failures

Additional Data - Transit Safety Data for the Region

In years subsequent to 2020, the regional transit safety targets will be compared to reported performance every year.

In addition to the PBPP transit safety targets, the FTA collects safety and security data monthly from urban reporting transit systems through a module of the National Transit Database (NTD)². Definitions and criteria have some differences as well as more detail than the information used for developing the regional transit safety performance measures targets. All of the transit providers in the region report to the database, including the local bus systems in Northern Virginia. Figure 3 shows data for fatalities, injuries, and safety events for the years 2017 through 2019 from this database. This information is provided to assist in a regional review of safety on all transit systems irrespective of the federal requirements associated with PBPP.

Figure 3 – NTD Safety & Security Time Series Data for the Region (2017-2019)

	# Fatalities (Excl. Suicides)			# Serious Injuries			# Safety Events		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
Heavy Rail (HR)									
Metrorail	0	3	2	50	56	85	68	86	99
Streetcar Rail (SR)									
DC Streetcar	0	0	0	10	0	0	1	0	0
Urban Bus (MB)									
Metrobus	0	0	0	363	351	349	211	270	270
DASH	0	0	0	0	0	0	0	0	0
ART	0	0	0	7	3	7	11	4	14
CUE	0	0	0	0	0	0	0	0	0
Fairfax Connector	0	0	0	15	10	24	11	23	38
Transit	0	0	0	0	0	2	0	0	1
VanGo	0	0	0	10	7	2	5	2	1
Ride On	1	1	0	58	47	30	39	57	44
The Bus	1	1	0	13	30	16	28	37	15
PRTC/OmniRide	0	0	0	1	0	1	1	1	2
Loudoun	0	0	0	1	0	2	2	0	3
DC Circulator	0	0	0	2	3	0	2	1	0
TOTAL	2	2	0	470	451	433	310	395	388
Commuter Bus (CB)									
MTA Commuter Bus	0	0	0	1	0	0	1	0	0
PRTC/OmniRide	0	2	0	7	4	0	9	8	2
Loudoun	0	0	0	1	1	1	1	3	7
TOTAL	0	2	0	8	4	0	10	8	2
Demand Response (DR)									
MetroAccess	0	0	0	50	28	20	33	20	17
Charles County	0	0	0	0	0	0	0	0	0
Frederick County	0	0	0	1	0	0	1	0	0
Prince George's County	0	0	0	0	0	1	0	0	1
PRTC	0	0	0	0	0	0	0	1	0

² <https://www.transit.dot.gov/ntd/data-product/safety-security-time-series-data>

ITEM 9 – Action
November 18, 2020

Citizens Advisory Committee: Update Approval and
2021 Recruitment

Action: Adopt Resolution R11-2021 to update the
CAC.

Background: The board will be briefed on updated
recommendations for updating the
Citizens Advisory Committee and will be
asked to approve the recommended
changes.

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

**RESOLUTION APPROVING
CHANGES TO THE TPB'S CITIZENS ADVISORY COMMITTEE**

WHEREAS, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, the Citizens Advisory Committee (CAC) held its first meeting in December 1992 and the TPB formalized the CAC structure and operating procedures through a board resolution in 1999; and

WHEREAS, the TPB CAC's mission is to: promote public involvement in transportation planning for the National Capital Region, and to provide independent, region-oriented citizen advice to the TPB on transportation plans, programs, and issues in the region, including to requests from the TPB for comment on specific issues or subject matters; and

WHEREAS, the CAC has provided constructive input to the TPB on topics ranging from transportation funding shortfalls, environmental concerns, transportation safety, emergency preparedness issues and the committee has also identified key opportunities to enhance the TPB's ongoing public participation activities; and

WHEREAS, the 2018 Evaluation of Public Participation Activities of the National Capital Region Transportation Planning Board recommended updating the CAC; and

WHEREAS, the federal certification review in 2019 also recommended making changes to the committee; and

WHEREAS, the 2020 update to the TPB's Participation Plan clarifies the role of advisory committees and provides guidance on how staff should interact with the public;

WHEREAS, these changes reflect input received from the CAC, the State Technical Working Group, the Technical Committee, Streeting Committee, and the TPB.

NOW, THEREFORE, BE IT RESOLVED THAT the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves the following changes.

1. The committee name will be changed to Community Advisory Committee (CAC).

2. The mission will reflect the TPB's commitment to equity:

The CAC's mission is:

- *to promote public involvement in transportation planning for the National Capital Region;*
 - *to advance equitable representation in regional transportation planning; and*
 - *to provide independent, region-oriented community advice to the TPB on transportation plans, programs, and issues in the region, including responding to requests from the TPB for comment on specific issues or subject matters.*
3. Meetings will be more accessible by hosting a mix of in-person and online meetings.
 4. Committee term-length will be two-years.
 5. More training will be provided, specifically between the time members are selected and start their first meeting.
 6. Member expectations will be further clarified, including but not limited to behavior, attendance, representation, coordination, etc.
 7. The committee structure will be updated so that fifteen members of the committee will be selected equally based on state-level jurisdictions – five members each for the District of Columbia, Maryland, and Virginia – and nine additional members will be selected to incorporate the perspective of communities in TPB member jurisdictions. These additional positions also provide an opportunity to ensure that the committee reflects the region's racial and ethnic diversity as well as different perspectives from people with different ages and experiences getting around the region.
 8. The committee selection process will proceed as follows. Staff will solicit applications in the fall before a new term starts. Once the incoming TPB officers have been appointed, staff will share all completed applications with the officers. Additionally, staff will recommend committee membership based on selection criteria. The officers will be asked to make nominations to the board, which can include changes to staff recommendations. The board will vote to approve nominations at the January meeting and the new committee will begin in February. The selection criteria will be designed to select members to represent the TPB subregions and as many member jurisdictions as possible. They will also seek to balance racial and ethnic diversity and a variety of transportation perspectives. Criteria include, among other things: TPB member jurisdiction, service on CAC, familiarity with transportation planning, residence in an Equity Emphasis Area, demographics, and community leadership experience.



MEMORANDUM

TO: Transportation Planning Board
FROM: Bryan Hayes, TPB Transportation Planner
SUBJECT: Staff recommendations for updating the Citizens Advisory Committee
DATE: November 12, 2020

This memo describes recommendations for updating the TPB's Citizens Advisory Committee, or CAC. These are the first major updates to the committee structure and operating procedures since the committee was formalized in 1999.

The recommendations include: 1) changing the committee name; 2) updating the mission; 3) increasing the term length; 4) clarifying member expectations; 5) providing more training; 6) making meetings more accessible; 7) updating committee structure; and 8) updating member selection.

These recommendations are largely unchanged from the October TPB presentation and reflect input received from the CAC, the State Technical Working Group, the Technical Committee, Streeting Committee, and the TPB. Since the October TPB meeting, additional input was provided by core jurisdictions, including the District of Columbia, Arlington County, and the City of Alexandria, regarding updating the committee structure.

Recruitment for the 2021 CAC started the week of November 9. Members of the Technical Committee and Transportation Planning Board will be called upon to raise awareness about the application process in their jurisdictions and identify possible candidates from their planning areas. Recruitment will occur concurrent with the update so the new CAC can begin its work in February 2021.

BACKGROUND

As presented last month, now is a good time to update the CAC. Staff have completed an update to the TPB Participation Plan, which was approved by the board in October 2020. The updated Participation Plan provides policy guidance for staff interactions with the public and the role of advisory committees in the TPB's process. The role of the CAC was also a subject of a consultant-led evaluation of TPB participation activities that was conducted in 2019. One of the recommendations from that evaluation – supported by committee members and staff – was to update the CAC to clarify member roles and committee purpose at the TPB.

The goals of this update are to:

- Ensure that committee members represent the variety of jurisdictions and communities in the National Capital Region,
- Strengthen the relationship between elected officials on the board and the committee, and
- Modernize operating procedures and member expectations.

RECOMMENDATIONS

The following recommendations draw from discussion with current and past CAC members, discussion from the consultant-led evaluation of participation activities, and the 2020 TPB Participation Plan update. Additional input was provided by core jurisdictions, including the District of Columbia, Arlington County, and the City of Alexandria.

1. **Staff recommend changing the committee name to Community Advisory Committee (CAC).** This change marks a new era for the advisory committee. It is inclusive and describes who sits on the committee and the type of advice, community oriented, that the committee provides to the board.

2. **Staff recommend updating the mission to reflect the TPB's commitment to equity.** The recommended addition to the mission is bold in the text below.

The CAC's mission is: *to promote public involvement in transportation planning for the National Capital Region; **to advance equitable representation in regional transportation planning**; and to provide independent, region-oriented **community** advice to the TPB on transportation plans, programs, and issues in the region, including responding to requests from the TPB for comment on specific issues or subject matters.*

3. **Staff recommend making meetings more accessible by hosting a mix of in-person and online meetings.** Historically, committee meetings were only held in-person at a COG meeting room. Due to the TPB's large geographic planning area, this makes it difficult and time consuming for members who live in the outer jurisdictions to participate in committee meetings. In-person meetings are preferred because they create more comradery and robust discussion, but there is also a benefit to hosting meetings online, from time-to-time, to increase participation.
4. **Staff recommend increasing the term-length to two-years.** The current term for CAC members is one-year. Based on input from current and past committee members, extending the term-length will allow the committee to track TPB work over multiple years. It will also help smooth the learning-curve for new members.
5. **Staff recommend providing more training between the time members are selected and start their first meeting.** Members report that it can take a year or more before they confidently understand TPB process. To help get new members up to speed, this training should cover topics including: Metropolitan Planning Organizations, the TPB and its role in the region, past committee accomplishments, understanding their role as a committee member, and how to get their communities involved.
6. **Staff recommend further clarifying member expectations.** Starting in 2020, CAC members were asked to agree to a list of participation expectations for being a member on the committee. These expectations covered behavior and attendance. Staff recommend adding to these expectations so that members understand what is expected from them. This would include expectations around attendance and behavior, but also provide more clarity around what it means to be a CAC member, and who CAC members represent. Members will also be

expected to coordinate with TPB staff – and when possible Technical Committee members and TPB members – to report to the CAC about transportation issues that are important to their community.

7. **Staff recommend updating the committee structure.** Fifteen members of the committee will be selected equally based on state-level jurisdictions: five members each for the District of Columbia, Maryland, and Virginia. Nine additional members will be selected to incorporate the perspective of communities in TPB member jurisdictions. These additional positions also provide an opportunity to ensure that the committee reflects the region’s racial and ethnic diversity as well as different perspectives from people with different ages and experiences getting around the region. See the November 6 memo to the Technical Committee for more information to support this recommendation: mwcog.org/assets/1/28/11062020_-_Item_6_-_CAC_Update_-_Memo_on_Restructure2.pdf
8. **Staff recommend updating the process for selecting members to add staff recommendations based on selection criteria.** Historically, the incoming TPB officers review all completed applications and select CAC members for their state. Staff recommend updating this process to include more staff involvement and selection criteria. Staff will solicit applications in the fall before a new term starts. Once the incoming TPB officers have been appointed, staff will share all completed applications with the officers. Additionally, staff will recommend committee membership based on selection criteria. The officers will be asked to make nominations to the board at the January TPB meeting. These nominations can include changes to staff recommendations. The board will vote to approve nominations at the January meeting and the new committee will begin in February.

The selection criteria are designed to select members to represent the TPB subregions and as many member jurisdictions as possible. They will also seek to balance racial and ethnic diversity and a variety of transportation perspectives. Criteria include: TPB member jurisdiction, service on CAC, familiarity with transportation planning, residence in an Equity Emphasis Area, demographics, and community leadership experience.

PROPOSED UPDATE TO CAC OPERATING PROCEDURES

The following proposed operating procedures update the procedures detailed in the 2014 Participation Plan. These proposed procedures reflect the recommendations made above.

Draft CAC Operating Procedures

The Community Advisory Committee (CAC) shall have 24 members approved by the TPB. Membership appointments shall be recommended to the TPB as follows:

- A two-year term of membership in the CAC will begin in February and end in December of the following calendar year. During a term the committee will meet 21 times – every month except August.
- Staff shall solicit applications in the fall and present the completed applications to the incoming TPB officers after their appointment in December. At that time, staff will make

recommendations for committee membership to the TPB officers who will formally nominate committee membership for approval by the board at the January TPB meeting.

- Fifteen members of the committee will be selected equally based on state-level jurisdictions: five members each for the District of Columbia, Maryland, and Virginia. Nine additional members will be selected to incorporate the perspective of communities in TPB member jurisdictions.
- All members should represent the environmental, business and civic interests in transportation, including appropriate representation from low-income, minority and disabled groups and from the geographical area served by the TPB.
- The chair of the CAC for each calendar year shall be appointed by the incoming TPB chair for that year. The CAC chair shall select two vice-chairs so that the chair and two vice-chairs represent the TPB sub-regions.
- The appointments to the CAC for each term year shall be approved by the TPB no later than the January meeting of the TPB.
- The CAC shall meet at least two days prior to the day of each TPB meeting. Mailout materials for the TPB meeting shall be available for the CAC meeting. The schedule of meeting times for the calendar year shall be developed by the CAC at its first meeting of the calendar year and notice of the schedule shall be provided to the general public.
- The CAC chair shall encourage members of the general public to participate in the discussions at the CAC meetings to the maximum extent possible under the time constraints imposed by the agendas.
- The CAC chair shall prepare a report on the CAC meeting which shall be made available to the TPB members at each TPB meeting. Time (up to ten minutes maximum) shall be reserved on each TPB meeting agenda for the CAC chair to report to the Board on CAC activities.
- TPB staff shall be available at the CAC meetings to brief the CAC on TPB procedures and activities as requested, and to answer questions. TPB staff shall assist the CAC chair in preparing meeting agendas, assembling and mailing meeting materials to CAC members, and preparing the CAC chair's report to the TPB.
- An evaluation of the activities of the CAC shall be provided to the TPB by the chair of the CAC each January.

TIMELINE

- **November 10** – Open recruitment window
- **November 18** – Board approves changes to CAC
- **December 10** – Close application window
- **December 16** – Staff share applications and member recommendations to incoming TPB officers
- **January 20, 2021** – Board approves appointments
- **February 8, 2021** – First committee meeting

NEXT STEPS

Recruitment for the 2021 CAC started on November 10. Members of the Technical Committee and TPB are called upon to raise awareness about the application process in their jurisdictions and identify possible candidates from their planning areas.



COMMUNITY ADVISORY COMMITTEE 2021 - 2022 Application

Community leaders and interested citizens from across the Washington region are invited to apply for membership on the 2019 Citizens Advisory Committee (CAC) to the National Capital Region Transportation Planning Board (TPB). Applications are due by December 10, 2020.

WHAT IS THE CAC?

The Community Advisory Committee (CAC) is a group of 25 people who represent diverse viewpoints on regional transportation issues, including long-term planning concerns, and short-term policies and programs. The TPB is the body that coordinates transportation planning for the entire metropolitan Washington region. The TPB includes elected local officials, representatives from transportation agencies, and other key officials. Staff for the TPB is provided by the Metropolitan Washington Council of Governments (COG).

The mission of the TPB Citizens Advisory Committee is:

- to ***promote public involvement*** in transportation planning for the region,
- to ***advance equitable representation*** in regional transportation planning, and
- to ***provide independent, region-oriented citizen advice*** to the TPB on transportation plans and issues.

The 21 members of the CAC are appointed. Fifteen members are appointed evenly between the District of Columbia, Suburban Maryland, and Northern Virginia. An additional nine members are appointed to represent TPB member jurisdictions, different perspectives on transportation, and to ensure a diverse committee. According to CAC operating procedures, committee membership should represent environmental, business, and civic interests in transportation, including appropriate representation from low-income, minority, and disabled groups and from the geographical area served by the TPB.

The CAC meets every month on the second Thursday evening, six days prior to the monthly TPB meeting (the TPB always meets on the third Wednesday of the month). The CAC meetings are from 6:00 P.M. to 8:00 P.M. During the pandemic, all meetings will be held online. When it is safe to return for in-person meetings, those meetings will be held at the Metropolitan Washington Council of Governments located at 777 North Capitol Street NE, Washington, DC 20002.

RECENT COMMITTEE ACTIVITIES

The CAC advises the TPB and offers comments to the board reflecting the committee's diverse viewpoints. Over the years, the CAC has focused on key regional transportation issues, such as the transportation funding shortfall, environmental concerns, and emergency preparedness issues. The committee has also identified key opportunities to enhance the TPB's ongoing public participation activities.

For more information on the CAC's activities, including committee reports and agendas, please visit mwkog.org/tpbcac.

APPLICANTS:

- Should be able to attend monthly committee meetings. Meetings will be held online during the pandemic.
- Should be willing to serve for a two-year term.
- Should complete the application form.
- Must reside in one of the [TPB member jurisdictions](#).
- Should not work as a planner or engineer for transportation and planning agencies of TPB members.
- Should declare any ongoing business with COG/TPB.

FOR MORE INFORMATION OR TO SUBMIT YOUR APPLICATION, PLEASE CONTACT:

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Metropolitan Washington Council of Governments
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Washington, DC 20002
Phone: (202) 962-3273
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bhayes@mwcog.org

DEADLINE FOR APPLICATIONS:

December 10, 2020



Citizens Advisory Committee - 2021-2022 Application

Community Advisory Committee - 2021-2022 Application

Community leaders and interested residents from across the metropolitan Washington region are invited to apply for membership on the 2021-2022 Community Advisory Committee (CAC) to the National Capital Region Transportation Planning Board (TPB).

What is the CAC?

The CAC is a group of people who represent diverse viewpoints and provides advice to the TPB on regional transportation issues. The TPB coordinates transportation planning for the entire metropolitan Washington region. The TPB includes elected officials, representatives from transportation agencies, and other key officials. Staff for the TPB is provided by the Metropolitan Washington Council of Governments (COG).

The mission of the CAC is:

1. to ***promote public involvement*** in transportation planning for the region, and
2. to ***provide independent, region-oriented citizen advice*** to the TPB on transportation plans and issues.

Applicants:

- Should be able to attend monthly committee meetings. Meetings will be held online during the pandemic.
- Should be willing to serve for a two-year term.
- Should complete this application.
- Must reside in one of the [TPB member jurisdictions](#).
- Should not work as a planner or engineer for transportation and planning agencies of TPB members.
- Should declare any ongoing business with COG/TPB.

For more information, to submit your application via email, or to request a paper application, please contact:

Bryan Hayes
(202) 962-3273
bhayes@mwkog.org



Citizens Advisory Committee - 2021-2022 Application

Contact Information

* 1. Name:

* 2. In which TPB member jurisdiction do you live?

- | | | |
|--|--|--|
| <input type="checkbox"/> District of Columbia | <input type="checkbox"/> City of Gaithersburg (Maryland) | <input type="checkbox"/> Prince William County (Virginia) |
| <input type="checkbox"/> Charles County (Maryland) | <input type="checkbox"/> City of Greenbelt (Maryland) | <input type="checkbox"/> City of Alexandria (Virginia) |
| <input type="checkbox"/> Frederick County (Maryland) | <input type="checkbox"/> City of Laurel (Maryland) | <input type="checkbox"/> City of Fairfax (Virginia) |
| <input type="checkbox"/> Montgomery County (Maryland) | <input type="checkbox"/> City of Rockville (Maryland) | <input type="checkbox"/> City of Falls Church (Virginia) |
| <input type="checkbox"/> Prince George's County (Maryland) | <input type="checkbox"/> City of Takoma Park (Maryland) | <input type="checkbox"/> City of Manassas (Virginia) |
| <input type="checkbox"/> City of Bowie (Maryland) | <input type="checkbox"/> Arlington County (Virginia) | <input type="checkbox"/> City of Manassas Park (Virginia) |
| <input type="checkbox"/> City of College Park (Maryland) | <input type="checkbox"/> Fairfax County (Virginia) | <input type="checkbox"/> Urbanized area around Warrenton in Fauquier County (Virginia) |
| <input type="checkbox"/> City of Frederick (Maryland) | <input type="checkbox"/> Loudoun County (Virginia) | |
| <input type="checkbox"/> Other / Not sure | | |

* 3. Where do you live?

Home address 1:

Home address 2:

City/Town

State/Province

ZIP/Postal Code

Email Address

Phone Number



Citizens Advisory Committee - 2021-2022 Application

Application

* 4. Are you a current or former member of the CAC?

- Yes
- No
- If yes, what year(s) did you serve?

* 5. Have you completed the TPB's Community Leadership Institute?

- Yes
- No

If yes what year did you graduate?

* 6. How do you normally get around the Washington region? Select your three primary modes of transportation.

- | | |
|---|---|
| <input type="checkbox"/> Walk | <input type="checkbox"/> Subway or streetcar |
| <input type="checkbox"/> Bike | <input type="checkbox"/> Commuter rail |
| <input type="checkbox"/> Drive alone | <input type="checkbox"/> Taxi or ride hailing |
| <input type="checkbox"/> Carpool | <input type="checkbox"/> Other |
| <input type="checkbox"/> Bus | |
| <input type="checkbox"/> Other (please specify) | |

* 7. Why are you interested in serving on the TPB's CAC?

* 8. Please list any associations, committees, nonprofits, or other groups you have served on, volunteered for, or worked with. These do not have to be transportation groups.

One

Two

Three

Four

Others

9. Is there anything else that you'd like us to know related to your interest in serving on the CAC?

10. How did you learn about the CAC opportunity?



Citizens Advisory Committee - 2021-2022 Application

* 11. Are you a transportation or planning professional?

Yes

No

If yes, please briefly describe your current work.

* 12. Are you currently involved in any professional capacity with the TPB or COG? This includes representing a private firm on any COG/TPB committee or contract.

Yes

No

If yes, please briefly describe your current work.



Citizens Advisory Committee - 2021-2022 Application

Collecting demographic information for committees helps the TPB understand who is participating in the regional transportation planning process.

The TPB seeks a committee that represents the broad diversity of the Washington region.

While no members will be selected based upon their demographic information, this information may be used to help select a committee that represents the region's racial and ethnic diversity, as well diversity in age and gender. This information also helps the TPB understand who is participating in the regional transportation planning process and can be used to help the TPB conduct representative engagement.

13. What is your age?

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+

14. I identify my gender as...

15. Do you have a disability?

- Yes
- No

16. What is your race or ethnicity? Select all that apply.

White or Caucasian

Black or African American

Hispanic or Latino

Asian or Asian American

American Indian or Alaska Native

Native Hawaiian or other Pacific Islander

Another race or ethnicity (please specify)



Citizens Advisory Committee - 2021-2022 Application

The CAC is called upon to promote public involvement and to provide advice to the Transportation Planning Board.

* 17. Members of the CAC are required to avoid conflicts of interest. If selected to serve on the CAC, are you prepared to disclose all possible conflicts of interest, and recuse yourself from discussion or action should a conflict of interest arise?

Yes

No

TPB CITIZENS ADVISORY COMMITTEE

Recommendations for updating the CAC

Bryan Hayes
TPB Transportation Planner

Transportation Planning Board
November 18, 2020



Updating the committee

The goals of this update are to:

- Ensure that committee members represent the variety of jurisdictions and communities in the National Capital Region,
- Strengthen the relationship between elected officials on the board and the committee, and
- Modernize operating procedures and member expectations.



Recommendations

1. Staff recommend changing the committee name to Community Advisory Committee (CAC).
2. Staff recommend updating the mission to reflect the TPB's commitment to equity.
3. Staff recommend making meetings more accessible by hosting a mix of in-person and online meetings.
4. Staff recommend increasing the term-length to two-years.
5. Staff recommend providing more training between the time members are selected and start their first meeting.
6. Staff recommend further clarifying member expectations.
7. Staff recommend updating the committee structure. Fifteen members of the committee will be selected, five each by state. Nine additional members will be selected to ensure diversity and broad regional representation.
8. Staff recommend updating the process for selecting members to add staff recommendations based on selection criteria.



Update committee structure

Staff recommend updating the committee structure by naming members from each state and naming an additional members to incorporate more perspectives and ensure diversity.

This recommendation builds upon the current approach. It starts by selecting five committee members from each of the states. In addition to those fifteen members, nine additional members will be selected. These additional members will be selected to incorporate the perspective of communities in TPB member jurisdictions in the TPB subregions.

The advantage of this hybrid approach is that it builds upon the current committee structure, starting with the state perspective, by adding more perspectives from across the region.



Selection criteria

The selection criteria are designed to select members to represent the TPB subregions and as many member jurisdictions as possible. They will also seek to balance racial and ethnic diversity and a variety of transportation perspectives. Possible criteria include:

- **TPB member jurisdiction** – when deciding between two similarly qualified applicants, priority may be given to the person who lives in a member jurisdiction that has not recently been represented on the committee.
- **Past CAC service** – priority may be given to members in good standing.
- **Completion of the Community Leadership Institute** – priority may be given to applicants who have completed CLI.
- **Service on another transportation advisory committee** – priority may be given to applicants who have served on local advisory committees
- Lives in an **Equity Emphasis Area**
- **Demographics**



Timeline & Next Steps

- **November 10** – Open recruitment window
- **November 18** – Board approves changes to CAC
- **December 10** – Close application window
- **December 16** – Staff share applications and member recommendations to incoming TPB officers
- **January 20, 2021** – Board approves appointments
- **February 8, 2021** – First committee meeting



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National Capital Region
Transportation Planning Board

ITEM 10 – Information

November 18, 2020

PBPP – Draft 2017-2021 Highway Safety Targets

Background:

The committee will be briefed on the proposed 2017-2021 targets for highway safety performance measures as part of the federally required Performance Based Planning and Programming (PBPP). Board action is anticipated in December.

DRAFT 2017-2021 PBPP HIGHWAY SAFETY TARGETS

Jon Schermann
TPB Transportation Planner

Transportation Planning Board
November 18, 2020



Presentation Items

- Part I: Review of Safety Trends
- Part II: Progress Towards the 2015-2019 Safety Targets
- Part III: Staff Recommended 2017-2021 Regional Safety Targets
- Part IV: Next Steps



Part I

Review of Safety Trends



NCR Safety – With Final 2019 Annual Data

	2015	2016	2017	2018	2019	Change from 2018 to 2019
# of Fatalities	263	279	313	292	306 ¹	↑ 4.8 %
Fatality Rate (per 100 MVMT)	0.610	0.633	0.695	0.649	0.672 ¹	↑ 3.5 %
# of Serious Injuries	2,632	2,925	2,581	2,444	2,345	↓ 4.1 %
Serious Injury Rate (per 100 MVMT)	6.109	6.634	5.731	5.429	5.135	↓ 5.4 %
# Nonmotorist Fatalities & Serious Injuries	524	553	585	547	599	↑ 9.5 %

Note ¹: Figures listed are from state fatality data; 2019 FARS data not yet published



Part II

Progress Towards the 2015-2019 Safety Targets



Highway Safety Performance Measures

Performance Measure	Description	Data Source
Number of Fatalities (5 year rolling average)	Total number of fatalities during a calendar year	FARS ¹
Rate of Fatalities per 100 million VMT (5 year rolling average)	Ratio of total fatalities to VMT	FARS and HPMS ² (or MPO estimate)
Number of Serious Injuries (5 year rolling average)	Total number of serious injuries during a calendar year	State reported serious injury data
Rate of Serious Injuries per 100 million VMT (5 year rolling average)	Ratio of total serious injuries to VMT	State reported serious injury data ³ and HPMS
Number of Non-Motorized Fatalities and Serious Injuries (5 year rolling average)	Total number of fatalities and serious injuries during a calendar year	FARS and State serious injury data ³

¹ FARS: Fatality Analysis Reporting System

² HPMS: Highway Performance Monitoring System



2015-2019 Actual vs. Targets - NCR

Performance Measure (5-year rolling average)	2015-2019 Actual	2015-2019 Target	Status
# of Fatalities	290.6 ¹	253.0	Not met
Fatality Rate (per 100 MVMT)	0.652 ¹	0.588	Not met
# of Serious Injuries	2,585.4	2,916.6	Met
Serious Injury Rate (per 100 MVMT)	6.519	6.564	Met
# Nonmotorist Fatalities & Serious Injuries	556.4	508.6	Not met

Note ¹: Figures listed are from state fatality data; 2019 FARS data not yet published



Part III

Staff Recommended 2017-2021 Regional Safety Targets



Background (or Why, What, and How)

- The TPB set regional targets in January 2018, January 2019, and December 2019
 - Federal regulations require State DOTs and MPOs to set highway safety targets on an annual basis
 - State DOTs approved their most recent set of targets in August 2020
- Data-driven and realistic highway safety targets are to be set for 5 performance measures
- These data-driven performance measures enable us to consistently track regional safety results
- Targets are averages for a given 5-year period (ex., 2016-2020, 2017-2021 etc.)



2017-2021 Target Setting Methodology

- Apply Maryland’s approach to identify a “sub-target” for the Maryland portion of the NCR
- Apply Virginia’s suggested approach for its MPOs to identify a sub-target for the Virginia portion of the NCR
- Incorporate the District of Columbia’s target as a sub-target for the DC portion of the NCR
- Combine the three sub-targets into a regional target for the NCR
- If a calculated target is higher than the previous target, set the target equal to the previous target
- *Note that this is the same methodology as was used for last year’s (2016-2020) targets*



Summary: NCR Highway Safety Targets: pre-cap

	2016-2020 Target	2017-2021 Target	Difference	Percent Difference
# of Fatalities	253.0	<u>269.5</u>	16.5	6.5%
Fatality Rate (per 100 MVMT)	0.588	<u>0.628</u>	0.049	6.8%
# of Serious Injuries	2,692.1	<u>2,435.8</u>	-256.3	-9.5%
Serious Injury Rate (per 100 MVMT)	6.157	<u>5.539</u>	-0.618	-10.0%
# Nonmotorist Fatalities & Serious Injuries	508.6	<u>529.9</u>	48.6	4.2%



Summary: NCR Highway Safety Targets: with cap

	2016-2020 Target	2017-2021 Target	Difference	Percent Difference
# of Fatalities	253.0	<u>253.0</u>	0.0	0.0%
Fatality Rate (per 100 MVMT)	0.588	<u>0.588</u>	0.000	0.0%
# of Serious Injuries	2,692.1	<u>2,435.8</u>	-256.3	-9.5%
Serious Injury Rate (per 100 MVMT)	6.157	<u>5.539</u>	-0.618	-10.0%
# Nonmotorist Fatalities & Serious Injuries	508.6	<u>508.6</u>	0.000	0.0%

Summary: NCR Highway Safety Targets

Performance Measure (5-year rolling average)	2015- 2019 Target	2016- 2020 Target	2017- 2021 Target	Difference	Percent Difference
# of Fatalities	253.0	253.0	<u>253.0</u>	0.0	0.0%
Fatality Rate (per 100 MVMT)	0.588	0.588	<u>0.588</u>	0.0	0.0%
# of Serious Injuries	2,919.6	2,692.1	<u>2,435.8</u>	-256.3	-9.5%
Serious Injury Rate (per 100 MVMT)	6.564	6.110	<u>5.539</u>	-0.618	-10.0%
# Nonmotorist Fatalities & Serious Injuries	508.6	508.6	<u>508.6</u>	0.0	0.0%



Part IV

Next Steps



Next Steps

- Finalize safety targets based on board feedback
- Request board approval of targets at the December TPB meeting



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National Capital Region
Transportation Planning Board

DRAFT REGIONAL HIGHWAY SAFETY TARGETS

Performance-Based Planning and Programming

November 2020

DRAFT

DRAFT 2017-2021 REGIONAL HIGHWAY SAFETY TARGETS, DECEMBER 2018

November 9, 2020

ABOUT THE TPB

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. It is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area. Members of the TPB include representatives of the transportation agencies of the states of Maryland and Virginia and the District of Columbia, 24 local governments, the Washington Metropolitan Area Transit Authority, the Maryland and Virginia General Assemblies, and nonvoting members from the Metropolitan Washington Airports Authority and federal agencies. The TPB is staffed by the Department of Transportation Planning at the Metropolitan Washington Council of Governments (COG).

CREDITS

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Design: COG Communications Office

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Jurisdictional agency staff from across the region.

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TABLE OF CONTENTS

REGIONAL HIGHWAY SAFETY TARGETS	4
Overview of Recent Transportation Planning Board Safety Activities	4
Overview of Performance-Based Planning and Programming Requirements	4
Highway Safety Targets: Setting, Coordinating, and Reporting	5
Target Setting.....	6
Recent Trends in Safety Data	8
Progress Towards the 2015-2019 Safety Targets.....	8
NCR Regional Safety Target Setting Approach	9
Regional Safety Targets	12
Duration	12

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FIGURES AND TABLES

Table 1: Highway Safety Performance Measures Summary	6
Table 2: NCR Safety Trends – with Final 2018 Annual Data	8
Table 3: 2014-2018 Actual vs. Targets	9
Table 4: Summary of Highway Safety Targets	12

DRAFT

REGIONAL HIGHWAY SAFETY TARGETS

This report proposes a set of draft regional highway safety performance targets for the 2017-2021 time period that meet the MAP-21/FAST performance-based planning and programming (PBPP) requirements and are consistent with the target setting approaches of Maryland, Virginia, and the District of Columbia.

Overview of Recent Transportation Planning Board Safety Activities

The Transportation Planning Board (TPB) adopted the first set of highway safety targets for the National Capital Region in January of 2018. Since then, the TPB has devoted considerable effort to; 1) better understand the factors driving the unacceptably high numbers of fatal and serious injury crashes in the region, 2) identify countermeasures and strategies that are proven to be effective in reducing fatal and serious injury crashes, and 3) encourage TPB member jurisdictions and agencies to implement countermeasures and strategies to significantly reduce fatalities and serious injuries on the region's roadways.

Progress was made in each of these areas this year. In the spring of 2020, the TPB reviewed the findings of a regional crash data analysis and considered the recommendations resulting from a consultant-led regional safety study that began in 2019. This work led to the adoption of a major safety resolution during the TPB's July 2020 meeting. A key element of this resolution is the establishment of a regional safety program to assist member jurisdictions and the region to develop and/or implement projects, programs, or policies to equitably improve safety outcomes for all roadway users. The TPB anticipates that the regional safety program, combined with the continued safety improvement efforts of member agencies and jurisdictions, will result in improved performance that will be reflected in the federally required regional safety performance measures described in this report.

Overview of Performance-Based Planning and Programming Requirements

Under the Moving Ahead for Progress in the 21st Century Act (MAP-21) and reinforced in the Fixing America's Surface Transportation (FAST) Act, federal surface transportation regulations require the implementation of performance management requirements through which states and metropolitan planning organizations (MPOs) will "transition to a performance-driven, outcome-based program that provides for a greater level of transparency and accountability, improved project decision-making, and more efficient investment of federal transportation funds."

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have been gradually issuing a set of rulemakings, initially proposed and subsequently final, for the implementation of this performance-based planning and programming (PBPP) process. Each rulemaking lays out the goals of performance for a particular area of transportation, establishes the measures for evaluating performance, specifies the data to be used to calculate the measures, and then sets requirements for the setting of targets.

Under the PBPP process, states, MPOs, and providers of public transportation must link investment priorities to the achievement of performance targets in the following areas:

- Highway Safety;
- Highway Assets: Pavement and Bridge Condition;
- System Performance (Interstate and National Highway System, Freight Movement on the Interstate System, and the Congestion Mitigation and Air Quality Improvement Program); and
- Transit Safety and Transit Asset Management.

The final Statewide and Metropolitan Planning Rule, published May 27, 2016, provides direction and guidance on requirements for implementation of PBPP, including specified measures and data sources, forecasting performance, target-setting, documentation in the statewide and metropolitan long-range transportation plans and Transportation Improvement Programs (TIPs), and reporting requirements. The initial part of the PBPP process will require coordination and agreement on specific responsibilities for each agency in accordance with the planning rule.

Highway Safety Targets: Setting, Coordinating, and Reporting

The expectation of the implementation of the Safety Performance Measure rule is to improve both the quantity and quality of safety data, with respect to data pertaining to serious injuries and fatalities. This implementation will also allow greater transparency by disseminating the data publicly. In addition, aggregation of targets and progress at the national level will become possible through improved data consistency among the states and MPOs.

State DOTs and MPOs are expected to use the information generated by these regulations to make investment decisions that result in the greatest possible reductions in fatalities and serious injuries. The five required safety performance measures, along with proscribed data sources, are outlined in Table 1 on the next page.

Table 1: Highway Safety Performance Measures Summary

Performance Measure	Description	Data Source
Number of Fatalities (5 year rolling average)	Total number of fatalities during a calendar year	FARS ¹
Rate of Fatalities per 100 million VMT (5 year rolling average)	Ratio of total fatalities to VMT	FARS and HPMS ² (or MPO estimate)
Number of Serious Injuries (5 year rolling average)	Total number of serious injuries during a calendar year	State reported serious injury data ³
Rate of Serious Injuries per 100 million VMT (5 year rolling average)	Ratio of total serious injuries to VMT	State reported serious injury data ³ and HPMS
Number of Non-Motorized Fatalities and Serious Injuries (5 year rolling average)	Total number of fatalities and serious injuries during a calendar year	FARS and State serious injury data ³

¹ FARS: Fatality Analysis Reporting System

² HPMS: Highway Performance Monitoring System

³ for the first 36 months – after that States must adopt the Model Minimum Uniform Crash Criteria (MMUCC) definition of serious injury

TARGET SETTING

States and MPOs must fulfill the target setting requirements of the final rule. State DOTs are required to set statewide targets for each of the five performance measures. Targets for the first three performance measures (number of fatalities, rate of fatalities, and number of serious injuries) must be identical to the targets set by the State Highway Safety Office (SHSO). Each target must also represent the anticipated performance outcome for all public roadways in the state, regardless of ownership. A breakdown of responsibilities for target setting are listed below.

State DOTs:

- Required to set statewide targets for each of the five performance measures:
 - Each of these targets must be identical to those set by the State Highway Safety Office (SHSO).
 - Each target shall represent anticipated performance outcome for all public roadways in the State, regardless of ownership.
 - Targets cannot be changed after they are reported.

MPOs:

- For each performance measure, the MPO will either:
 - Agree to plan and program projects so they contribute toward accomplishing the state DOT safety target for that PM, or
 - Commit to a quantifiable target for that PM for the MPO planning area:
 - Each target shall represent anticipated performance outcome for all public roadways in the MPO planning area, regardless of ownership.
 - MPOs shall coordinate with the state DOT(s) to ensure consistency.

MPO Coordination with State DOTs

MPOs are required to establish their performance targets in coordination with their state partners and these targets should be data-driven and realistic. Coordination is essential between these two entities in setting HSIP targets. Both should work together to share data, review strategies and understand outcomes.

Target Reporting

State DOTs must report their targets to the FHWA within the state's HSIP (Highway Safety Improvement Program) annual report due each year on August 31.

MPOs do not report their targets to the FHWA, but rather to their respective state DOTs in a manner that is documented and mutually agreed upon. MPOs also report progress toward achieving their targets within the "System Performance Report" portion of their long-range transportation plan (Visualize 2045). In addition, MPO TIPs must include a discussion of how the implementation of the TIP will further the achievement of the targets.

FHWA Determination of Significant Progress

States do not have to meet each of their safety targets to avoid the consequences outlined in the rule, but must either meet the target or make significant progress toward meeting the target for four of the five performance measures. The FHWA determines that the significant progress threshold is met if the performance measure outcome is better than the "baseline" – which is defined as the 5-year rolling average for that performance measure for the year prior to the establishment of the target. MPO targets are not evaluated by the FHWA.

Consequences for Failing to Meet Targets of Making Significant Progress

State DOTs that have not met or made significant progress toward meeting their safety performance targets lose some flexibility in how they spend their HSIP funds and are required to submit an annual implementation plan that describes actions the DOT will take to meet their targets.

There are no consequences outlined in the rule for MPOs not meeting their targets. However, the FHWA will review how MPOs are incorporating and discussing safety performance measures and targets in their long-range transportation plans and TIPs during MPO certification reviews.

RECENT TRENDS IN SAFETY DATA

Last year's TPB-adopted targets for the 2015-2019 period were set before calendar year 2019 safety data were available. These data have now been released and are shown in Table 2 below.

Table 2: National Capital Region Safety Trends – with Final 2019 Annual Data

	2015	2016	2017	2018	2019	Change from 2018 to 2019
# of Fatalities	263	279	313	292	306 ¹	↑ 4.8%
Fatality Rate (per 100 MVMT)	0.610	0.633	0.695	0.649	0.672 ¹	↑ 3.5%
# of Serious Injuries	2,632	2,925	2,581	2,444	2,345	↓ 4.1%
Serious Injury Rate (per 100 MVMT)	6.109	6.634	5.731	5.429	5.135	↓ 5.4%
# Nonmotorist Fatalities & Serious Injuries	524	553	585	547	599	↑ 9.5%

Fatalities increased nearly 5 percent between 2018 and 2019 which drove the fatality rate (per VMT) higher by about 3.5 percent over the same period. Both the number and rate of serious injuries fell significantly while the number of nonmotorist fatalities plus serious injuries increased by 9.5 percent between 2018 and 2019.

PROGRESS TOWARDS THE 2015-2019 SAFETY TARGETS

Table 3 (next page) shows the region's performance on the five safety performance measures with respect to the 2015-2019 targets set in January of 2019.

Table 3: 2015-2019 Actuals vs. Targets

Performance Measure (5-year rolling average)	2015-2019 Actual	2015-2019 Target	Status
# of Fatalities	290.6 ¹	253.0	Not met
Fatality Rate (per 100 MVMT)	0.652 ¹	0.588	Not met
# of Serious Injuries	2,585.4	2,916.6	Met
Serious Injury Rate (per 100 MVMT)	6.519	6.564	Met
# Nonmotorist Fatalities & Serious Injuries	556.4	508.6	Not met

Note 1: Figures listed are from state fatality data; official 2019 Fatality Analysis Reporting System data are not yet published

As shown above, the region has met the 2015-2019 targets for the number of serious injuries and the serious injury rate performance measures. However, the region did not meet the targets set for the number of fatalities, the number of nonmotorist fatalities and serious injuries, and the fatality rate targets.

NCR REGIONAL SAFETY TARGET SETTING APPROACH

This year, a new set of targets for the five safety performance measures will be adopted. These targets will be for the 2017-2021 period. The methodology used to develop these targets is the same as the process used last year and leverages the approaches used by our state DOT partners. To account for and incorporate the different target setting approaches used by Maryland, Virginia, and the District of Columbia to develop targets for the entire National Capital Region (NCR), staff applied the following methodology to develop the proposed draft targets:

- identify a “sub-target” for the Maryland portion of the NCR by applying MDOT’s target setting approach to the safety data for the Maryland portion of the NCR;
- identify a “sub-target” for the Virginia portion of the NCR by applying VDOT’s suggested MPO target setting methodology to the safety data for the Virginia portion of the NCR;
- identify a “sub-target” for the District of Columbia portion of the NCR by directly incorporating DDOT’s targets;
- combine the three sub-targets mathematically into a set of initial regional targets;
- compare each performance measure’s sub target with the corresponding target set last year; and
- select the lower (more aggressive) of the two targets as this year’s target.¹

¹ This ensures that none of this year’s safety targets will be higher than the targets that were adopted by the TPB last year.

Overview of Member States' Target Setting Methodologies

Maryland: Maryland applied their existing Toward Zero Deaths approach to develop interim targets to reduce fatalities by at least 50 percent from the 2008 base year to the 2030 target year. This same approach was used to set targets for each of the five performance measures. For each performance measure an exponential trend line connecting the historical (2008) data to the long-term (2030) goal which was set to 50 percent of the 2008 value. Five-year averages were used to calculate projections, and targets for each interim year were taken from the midpoint of the five-year average. Maryland officials provided TPB staff with the exponential trend lines and interim targets for each of the five performance measures based on the safety data for the Suburban Maryland portion of the NCR.

Virginia: The method used by Virginia to set this year's targets is based in large part on a model that forecasts future fatalities and serious injuries based on a broad range of factors. VDOT then estimates the collective impact of their planned and programmed countermeasures and reduces the model forecast by the projected impacts of their engineering and behavioral efforts. This process is only viable at a statewide level and cannot be used effectively to determine targets for smaller regions within the state. To assist their MPOs, VDOT advises MPOs to apply linear regression techniques to make projections for each of the numeric performance measures² to calculate the 2017-2021 regional targets. For the rate performance measures³, VDOT advises MPOs to divide the annual forecasts for fatalities and serious injuries by projected VMT (vehicle miles traveled) to make 2020 and 2021 projections which were then used to calculate the 2017-2021 regional targets. TPB staff applied this process to the data for the Northern Virginia portion of the NCR.

District of Columbia: The District of Columbia analyzed their safety data using a combination of annual and 5-year average data and polynomial trend lines to determine their targets. TPB staff directly incorporated the District of Columbia targets, as published in their HSIP Annual Report, into the NCR target setting methodology.

Calculation of the National Capital Region Highway Safety Targets

Numerical Targets

The NCR targets for the number of fatalities, number of serious injuries, and number of nonmotorist fatalities and serious injuries were calculated by summing the sub-targets for the Suburban Maryland, Northern Virginia, and District of Columbia portions of the region. This is straightforward mathematical addition.

As a final step, the calculated numerical targets were compared to the corresponding targets adopted by the TPB last year and the lower (more aggressive) target for each performance measure was selected.

Rate Targets

Determination of rate targets (fatality rate and serious injury rate) are somewhat more complicated and involve mathematically combining the effects of the Suburban Maryland, Northern Virginia and District of Columbia targets according to their respective proportions of total regional VMT. The

² Number of fatalities, number of serious injuries, and number of nonmotorist fatalities plus serious injuries

³ Fatality rate per 100 million VMT and serious injury rate per 100 million VMT

following steps illustrate the process for the fatality rate (a similar process was used for the serious injury rate):

- 1) Determine the percent fatality rate reduction represented by each sub target.

Fatalities per 100 MVMT	2015-2019 Average	2017-2021 Average (sub target)	Percent change
Suburban MD	0.829	0.723	-12.76%
NOVA	0.435	0.454	4.42%
DC	0.765	0.810	5.87%

- 2) Determine the proportion of total regional VMT attributable to Suburban Maryland, Northern Virginia, and DC.

Sub region	100 MVMT (2019)	Proportion
Suburban MD	199.12	48.37%
NOVA	220.09	43.76%
DC	35.84	7.88%
Sum	455.05	100.00%

- 3) Determine the percent change for the regional rate by multiplying the percent change (from step 1) by the VMT proportion (from step 2).

Sub region	A: Percent change in fatality rate (from step 1)	B: Proportion (from step 2)	A x B
Suburban MD	-12.76%	48.37%	-6.170%
NOVA	4.42%	43.76%	1.933%
DC	5.87%	7.88%	0.462%
Sum			-3.776%

- 4) Apply the percent change for the regional rate calculate in step 3 to the 2015-2019 average fatality rate. This is the regional fatality rate target for 2017-2021.

Fatalities per 100 MVMT	2014-2018 Average	Regional percent change (from step 3)	2014-2018 Average (regional target)
NCR	0.652	-3.776%	0.628

As a final step, the calculated rate targets were compared to the corresponding targets adopted by the TPB last year and the lower (more aggressive) target for each performance measure was selected. **Since the fatality rate target of 0.588 set last year is lower than the 0.628 figure calculated by mathematically combining the three sub-regional targets, the staff-recommended target is 0,588 (and not 0.628).**

REGIONAL SAFETY TARGETS

Table 4 displays the proposed 2017-2021 NCR Highway Safety Targets.

Table 4: Summary of Highway Safety Targets

Performance Measure (5-year rolling average)	2015- 2019 Target	2016- 2020 Target	2017- 2021 Target	Difference	Percent Difference
# of Fatalities	253.0	253.0	<u>253.0</u>	0.0	0.0%
Fatality Rate (per 100 MVMT)	0.588	0.588	<u>0.588</u>	0.0	0.0%
# of Serious Injuries	2,919.6	2,692.1	<u>2,435.8</u>	-256.3	-9.5%
Serious Injury Rate (per 100 MVMT)	6.564	6.110	<u>5.539</u>	-0.618	-10.0%
# Nonmotorist Fatalities & Serious Injuries	508.6	508.6	<u>508.6</u>	0.0	0.0%

DURATION

Upon adoption by the Transportation Planning Board, the targets described in this report become the official National Capital Region highway safety targets for calendar year 2021 (as represented by the average of the 5 years of data from CY 2017 through CY 2021).

As per federal regulations, the National Capital Region highway safety targets will be updated on an annual basis by no later than February 27 of each calendar year.

ITEM 11 – Information

November 18, 2020

Visualize 2045: Technical Inputs Solicitation

Background:

TPB staff will review the draft final Technical Input Solicitation guide, appendix, and input form. Staff will call out key dates and deadlines, will review the input requirements, and will highlight changes from the last long-range transportation plan and Transportation Improvement Program update cycle.

Visualize 2045

Technical Input Solicitation: for LRTP 2022 Update, TIP and the Air Quality Conformity Analysis

Stacy Cook
Transportation Planner

Transportation Planning Board
November 18, 2020

Agenda Item # 11

visualize
2045 A long-range
transportation plan
for the National
Capital Region

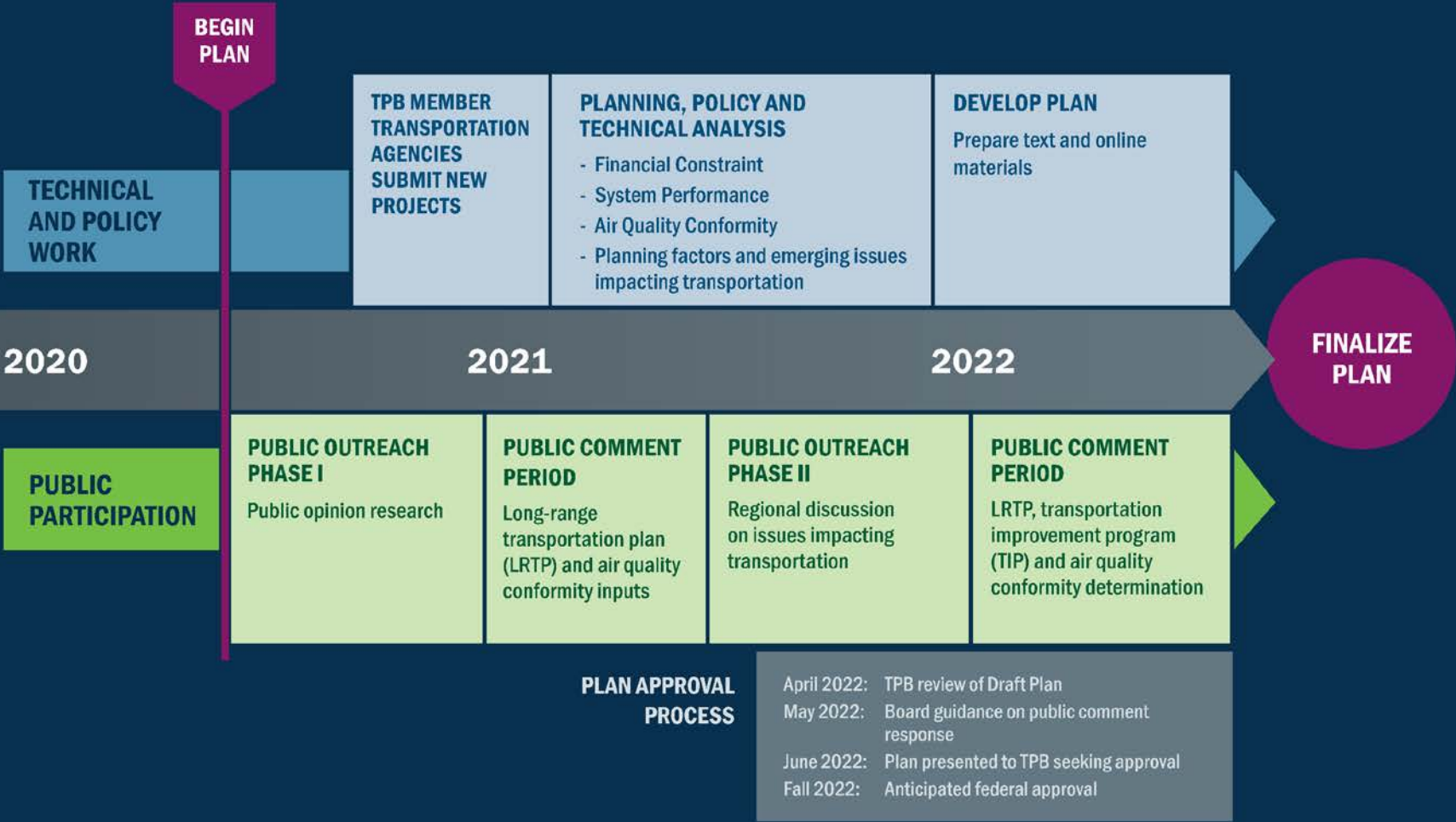


(Flickr/BeyondDC)

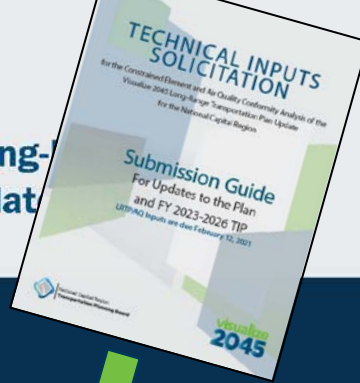
Agenda

- 1. Purpose of the Technical Input Solicitation**
- 2. Contents and Updates**
- 3. Regional Policy Questions**
- 4. Board Role**
- 5. Q & A**

TPB's Visualize 2045 Long-Range
Transportation Plan Update (2022)

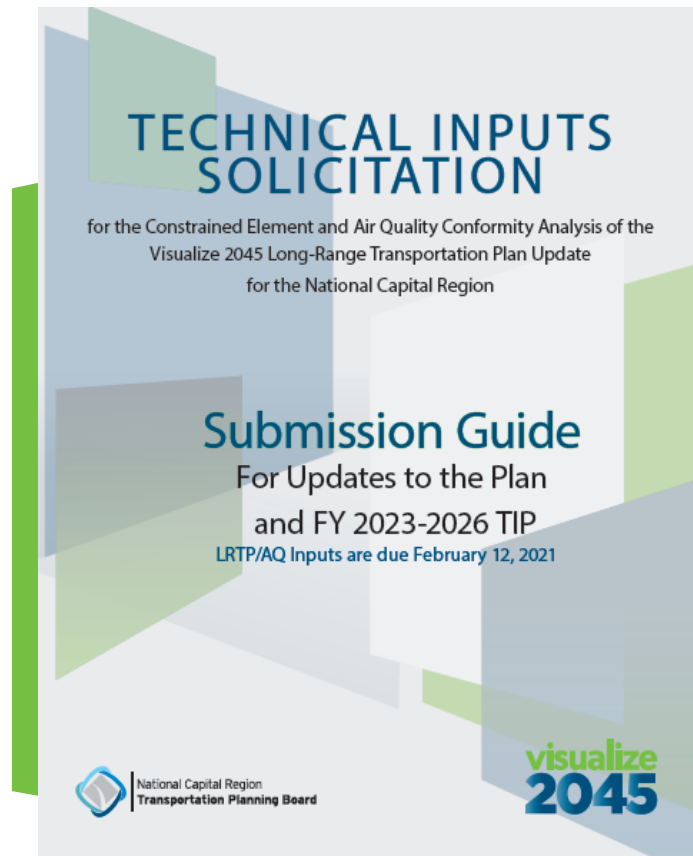


TPB's Visualize 2045 Long-Range Transportation Plan Update



Purpose of Technical Input Solicitation

- Provide transparency in process
- Link TPB priorities and federal requirements to projects, programs, and policies submitted by member agencies



Why does this document matter?

Local and regional needs



Federal requirements



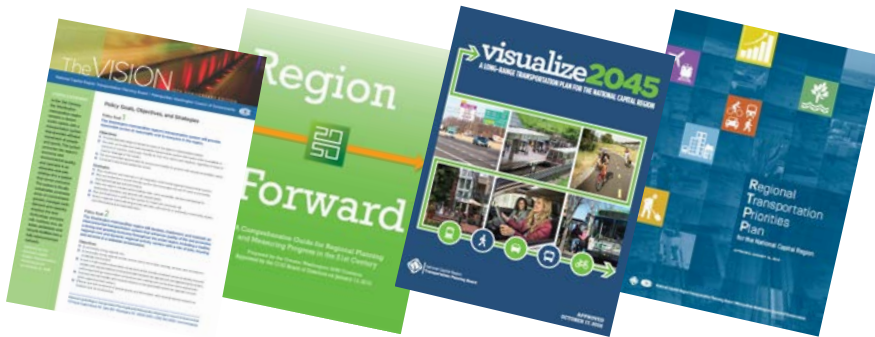
TPB priorities



Inputs to the LRTP
and Air Quality
Conformity Analysis



The future of
our regional
transportation
system



The Plan: where a regional vision and local actions come together



Contents and Updates

- Introduction
 - Requirements
 - Project Inputs
 - Plan and TIP Update Schedule
 - Responsible Agencies
 - Federal and Regional Policies
 - Seven Transportation Initiatives for a Better Future
 - Shared Regional Goals and Priorities
 - Federal Requirements and Policy Considerations
 - Performance-Based Planning and Programming
 - Basic Submission Instructions for Conformity Inputs
 - Amendments to the Plan and TIP
 - Resources and Maps
- Technical instructions
- TPB Priorities
- Technical instructions
-

A Focus on TPB priorities

- Members that submit projects must answer questions about if and how projects address:
 - TPB Policy Framework and the Regional Transportation Priorities Plan Goals
 - A new emphasis on:
 - Aspirational Initiatives
 - Safety
 - Equity
 - Climate Change mitigation targets
- The MPO uses project information to communicate about what is in the Plan



Project InfoTrak: new TPB online database that members will use to submit project information.

Questions: RTPP Goals

New equity questions



Goal	Questions
Provide a Comprehensive Range of Travel Options	<ul style="list-style-type: none"> Identify all travel mode options that this project provides, enhances, supports or promotes Is this project physically in an Equity Emphasis Area (EEA)? How does it improve equity? Does this project improve accessibility for historically transportation-disadvantaged individuals (i.e., persons with disabilities, low incomes, and/or limited English proficiency)?
Promote Regional Activity Centers	<ul style="list-style-type: none"> Does this project begin or end in an Activity Center? Does this project connect two or more Activity Centers? Does this project promote non-auto travel within one or more Activity Centers? Does this project connect an Equity Emphasis Area to an Activity Center?
Ensure System Maintenance, Preservation, and Safety	<ul style="list-style-type: none"> Does this project contribute to enhanced system maintenance, preservation?
Maximize Operational Effectiveness and Safety	<ul style="list-style-type: none"> Is this project primarily designed to reduce travel time on highways and/or transit without building new capacity (e.g., ITS, bus priority treatments, etc.)? Is this project expected to significantly reduce fatalities or injuries among motorists, transit users, pedestrians, and/or bicyclists?
Protect and Enhance the Natural Environment	<ul style="list-style-type: none"> Is this project expected to contribute to reductions in emissions of criteria pollutants, specifically, to attainment of ozone levels consistent with the National Ambient Air Quality Standard (NAAQS)? Is this project expected to contribute to meeting the regional goal of reducing greenhouse gasses by 50% below 2005 levels by 2030?
Support Interregional and International Travel and Commerce	<ul style="list-style-type: none"> Does this project enhance, support, or promote the following freight carrier modes: long-haul truck, local delivery, rail, or air freight carrier modes? Does this project enhance, support, or promote the following passenger carrier modes: air, Amtrak intercity passenger rail, intercity bus?



Updated safety question



Updated climate questions



Updated Question: emphasizes the Aspirational Initiatives

Please provide additional written information that describes how this project further supports or advances the TPB Aspirational Initiatives, other regional goals, or needs.

- The aspirational initiatives are:
 - Bring Jobs and Housing Closer Together.
 - Expand Bus Rapid Transit and Transitways Regionwide.
 - Move More People on Metrorail.
 - Provide More Telecommuting and Other Options for Commuting.
 - Expand Express Highway Network.
 - Improve Walk and Bike Access to Transit.
 - Complete the National Capital Trail Network.

Updated Question: Safety

Responding to: TPB 2020 Safety Resolution

Goal: Ensure System Maintenance, Preservation, and Safety

Goal: Maximize Operational Effectiveness and Safety

- Is this project **expected to significantly reduce fatalities or injuries** among motorists, transit users, pedestrians, and/or bicyclists?

New Questions: Equity

Responding to: TPB July 2020 Equity Resolution

Goal: Provide a Comprehensive Range of Travel Options

- Is this project physically in an Equity Emphasis Area (EEA)? How does it improve equity?

Goal: Promote Regional Activity Centers

- Does this project connect an Equity Emphasis Area to an Activity Center?

Updated Questions: Climate Change Mitigation

Responding to: COG Regional 2030 Climate and Energy Action Plan, TPB Oct 2020 Resolution

Goal: Protect and Enhance the Natural Environment

- Is this project expected to contribute to reductions in emissions of criteria pollutants, specifically, to attainment of ozone levels consistent with the National Ambient Air Quality Standard (NAAQS)?
- Is this project expected to contribute to meeting the regional goal of reducing greenhouse gasses by 50% below 2005 levels by 2030

TPB Members' role:

- **December 2020:** Board will be asked to approve the Technical Input Solicitation
- **Ongoing:** Continue to encourage plans, programs and policies that implement the Aspirational Initiatives and other regional policy priorities



Flickr/BeyondDC

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Washington, DC 20002

Board review draft for
December Board Action
Item/scheduled approval

Transportation Planning Board
November 18, 2020
Item 11

TECHNICAL INPUTS SOLICITATION

for the Constrained Element and Air Quality Conformity Analysis of the
Visualize 2045 Long-Range Transportation Plan Update
for the National Capital Region

Submission Guide

For Updates to the Plan
and FY 2023-2026 TIP

L RTP/AQ Inputs are due February 12, 2021



National Capital Region
Transportation Planning Board

visualize
2045

VISUALIZE 2045 TECHNICAL INPUTS SOLICITATION

Submission Guide for Implementing Agencies

Draft November 18, 2020

About the TPB

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. It is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area. Members of the TPB include representatives of the transportation agencies of the states of Maryland and Virginia and the District of Columbia, 24 local governments, the Washington Metropolitan Area Transit Authority, the Maryland and Virginia General Assemblies, and nonvoting members from the Metropolitan Washington Airports Authority and federal agencies. The TPB is staffed by the Department of Transportation Planning at the Metropolitan Washington Council of Governments (COG).

Credits

Editor: Andrew Austin

Contributing Editors: Stacy Cook, Eric Randall, Jane Posey, Sarah Bond

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Table of Contents

Introduction.....	5
Requirements.....	7
Project Inputs.....	9
Plan and TIP Update Schedule.....	11
Responsible Agencies.....	12
Federal and Regional Policies.....	13
Seven Transportation Initiatives for a Better Future.....	13
Shared Regional Goals and Priorities	14
Federal Requirements and Policy Considerations.....	15
Performance-Based Planning and Programming.....	16
Basic Submission Instructions for Conformity Inputs.....	17
Amendments to the Plan and TIP.....	17
Resources and Maps.....	19

National Capital Region

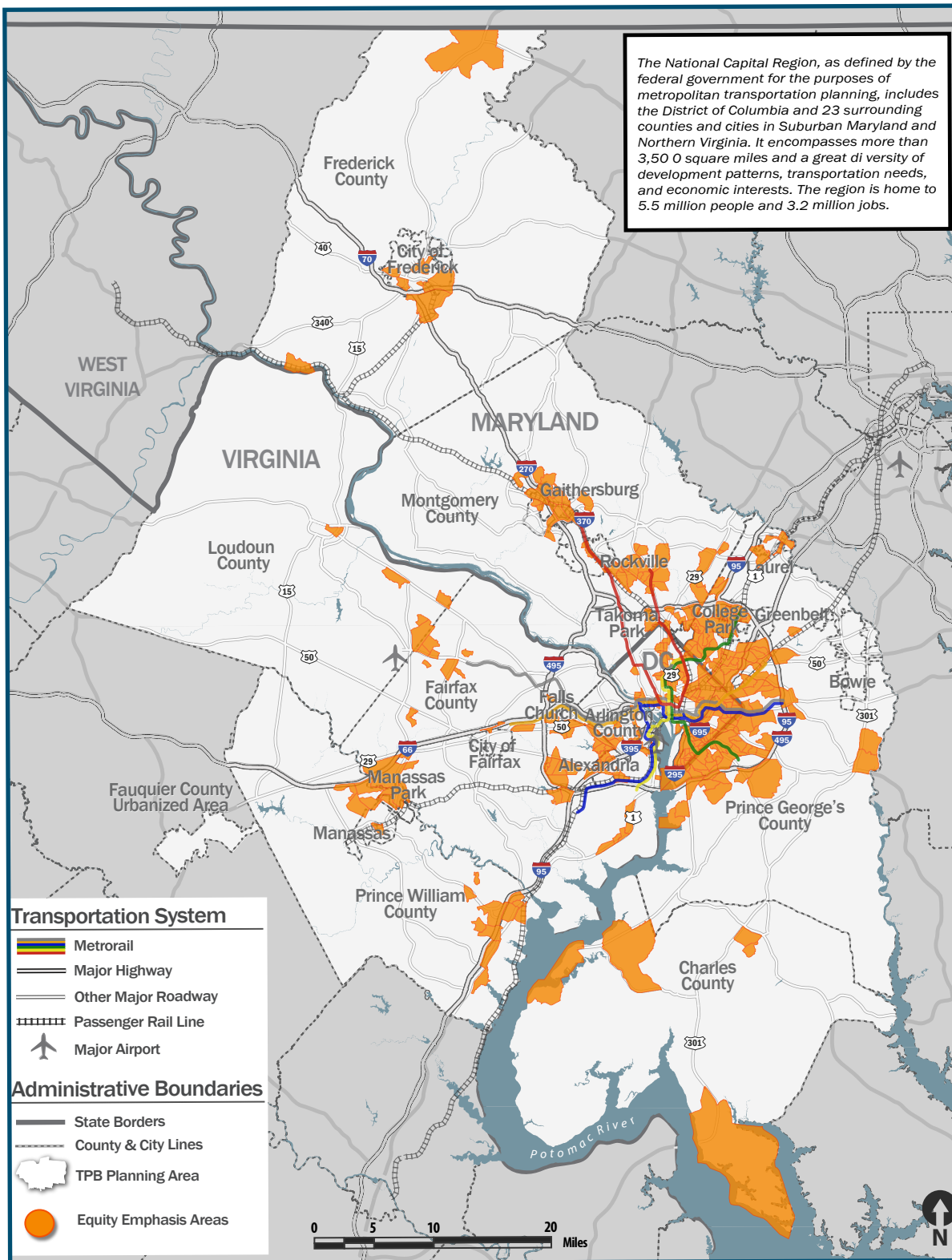


Figure 1: Map of National Capital Region



Introduction

Purpose

This document provides an overview of the process used by TPB and its member agencies to solicit technical inputs for two federally required documents: the quadrennial long-range transportation plan (LRTP), called Visualize 2045, and the biennial transportation improvement program (TIP). When either of these documents are updated, the federal government requires the TPB to conduct an in-depth analysis to ensure projected emissions generated by users of the region's future transportation system will not exceed (or "conforms to") the air quality emissions budgets set forth in the region's air quality plans. This is known as air quality conformity. Based on the results of the analysis, a determination is made to confirm conformity.

Technical Input Solicitation: Next Update

Long-Range Transportation Plan (LRTP) update:

Visualize 2045 is the current federally required long-range transportation plan (LRTP) for the National Capital Region. The LRTP is updated every four years; the next plan is due in 2022. The TPB is initiating the LRTP 2022 update. This update offers the opportunity to submit new projects, programs, and policies for the constrained element of the LRTP through 2045.

The TPB approved Visualize 2045 on October 17, 2018 and approved an Amendment to Visualize 2045 on March 18 2020. Visualize 2045 includes both a 'Constrained Element' and an 'Aspirational Element.' TPB approved an amendment to this plan on March 18, 2020. The Constrained Element identifies the investments agencies expect to be able to afford between now and 2045, while the Aspirational Element identifies seven initiatives that the TPB has endorsed to address some of the biggest transportation challenges that the region is expected to face in the coming decades. These aspirational initiatives can be implemented by TPB's member agencies by submitting, in response to this solicitation, projects, programs and policies that align with the concepts put forth in the initiatives.

Transportation Improvement Program (TIP) Update

The Transportation Improvement Program, or TIP, is a federal obligation document which describes the planned schedule in the next four years for distributing federal, state and local funds for state and local transportation projects. The TIP represents an agency's intent to construct or implement specific projects in the short term and identifies the anticipated flow of federal funds and matching state, local, and other contributions. The TPB approved the FY 2021-2024 TIP on March 18, 2020. The TIP is updated every two years.

In conjunction with the 2022 Update to Visualize 2045, the TPB will update the TIP to cover the period between FY 2023-2026. Project and funding inputs for the new TIP will be due in March 2022. The TIP should include all transportation projects and programs that are currently active or under construction and that receive federal funding and non-federally funded projects that are of a scale to be considered "regionally significant." Please note that all projects that add or remove capacity or otherwise change the capacity of the region's roadway or transit systems must be included in the inputs to the air quality conformity analysis for the 2022 Update, which have a due date of February 12, 2021, prior to the TIP inputs deadline.

Technical Input Due Dates

The TPB invites member agencies to review and update the existing projects and programs and propose new ones to be included in the constrained element of Visualize 2045 and the TIP.

The required analysis of this update will take about a year to complete. Therefore:

- The Technical Inputs for the LRTP and its air quality conformity analysis must be submitted by February 12, 2021 to ensure that the analyses can be completed and approved by June 2022.
- Financial inputs for the FY 2023-2026 TIP are due by 3/11/2022.

REGIONALLY SIGNIFICANT PROJECT

What is a 'regionally significant project?' In order to meet federal guidelines, the TPB defines it as:

- 1) Any project on a facility that is included in the coded regional network that adds or removes at least one continuous vehicular lane from one major road to the next, or adds a new access/egress location or capacity; or
- 2) Any transit project that adds or modifies fixed-guideway transit facilities (heavy rail, light rail, streetcar, bus rapid transit)



Requirements

The updated Constrained Element of Visualize 2045 and the TIP will undergo two federally required analyses to ensure that 1) sufficient financial resources will be available to implement the projects, and 2) that it conforms to the region's air quality plans. To properly analyze the Constrained Element of The Visualize 2045 (2022 update), the TPB must know what regionally significant projects, programs, and policies agencies are planning to implement between now and 2045.

What's Required

This Technical Inputs Solicitation requires that agencies undertake the following as part of the Technical Inputs Solicitation:

- Step 1. Financial Plan and Fiscal Constraint Analysis: Submit updated projected revenues and estimated expenditures to expand, operate, and maintain the region's transportation system through 2045.

- Step 2. LRTP and Air Quality Conformity Analysis: Review and update existing projects, programs, and policies.
- Step 3. LRTP and Air Quality Conformity Analysis: Add new projects, programs, and policies.
- Step 4. Additional Inputs for Air Quality Conformity Analysis

Step 1. Submit Financial Plan Inputs

In this step, TPB member agencies are required to submit updated projected revenues and estimated expenditures. Federal metropolitan planning regulations require MPOs to develop a financial plan that demonstrates how the adopted LRTP could be implemented given revenues that are "reasonably expected to be available." "Financial constraint" or "fiscal constraint" is the analysis performed to demonstrate that the forecast revenues which are reasonably expected to be available through 2045 will cover the estimated costs of adequately maintaining, operating, and expanding the highway and transit system in the region through that same timeframe. This analysis will be included in the financial elements of the 2022 update to Visualize 2045.

As of Fall, 2020, an interim financial analysis is being prepared to provide a baseline of anticipated revenues and existing planned expenditures. That analysis is based on projects and programs in the adopted FY 2021-2024 Transportation Improvement Program (TIP), the 2020 amendment to the constrained element of the Visualize 2045 LRTP and the existing Air Quality Conformity Inputs table for both the LRTP and TIP. The inputs provided by the implementing agencies in response to this Technical Inputs Solicitation and for conformity should start from this baseline and adjust their

revenues and expenditures to then enable TPB staff to determine financial constraint. The financial element will then be finalized as part of the Visualize 2045 LRTP when submitted for approval by the TPB.

Step 2. Review and update existing projects, programs, and policies.

As part of the Technical Inputs Solicitation for Plan and Air Quality Conformity, agencies must review and update existing projects, programs, and policies in the most recently adopted constrained element of LRTP, which is the Visualize 2045, March 18, 2020 Amendment. Agencies must update all project information, including project costs.

Step 3. Add new projects, programs, and policies.

As inputs to the Plan and Air Quality Conformity, agencies must submit any project, program, or policy not already in the plan that is deemed “regionally significant” as outlined below.

The following broad categories of inputs are anticipated as part of this Technical Inputs Solicitation:

- Capacity expansion projects
- Operations and maintenance programs
- Transit service and fare assumptions
- State of Good Repairs (see information on page 10 for more details on these)

For each submission, agencies must provide certain project details, including project descriptions, cost and revenue estimates, including tolls, in year of expenditure dollars, and completion dates. Agencies must also identify and describe what federal and regional policy considerations the investments address. Detailed instructions on how to conduct this activity can be found in Appendix A to this guide.

Note on tolling information:

Tolling and transit fare information are extracted from each agency and are needed to update the model. Toll revenue and fare projections are also used to inform the financial analysis for the plan.

Technical Input Categories

The Visualize 2045 update can include any kind of project or program. However, some projects and programs must be included. Per federal requirements, any project that adds roadway or transit capacity—and could therefore affect air quality—must be included, as must any project or program slated to receive federal funding. The LRTP must also identify the maintenance and operations programs and funding required to keep the system in a state of good repair. The inputs typically fall into one of the following categories:

Roadway Projects

- System Expansion: Increasing system capacity by building new transit lines, transit stations, or adding service to existing lines
- System Preservation/State of Good Repair: Major rehabilitation or complete replacement of aging roadways, bridges, technology and communications systems, and other infrastructure as it nears the end of its useful lifespan
- Study: Any project that does not have funding identified for right-of-way acquisition or construction. The study may include multiple design alternatives. Funding in the TIP is permitted for project planning or preliminary engineering only

Transit Projects

- System Expansion: Increasing system capacity by building new transit lines or adding service to existing lines
- System Preservation/State of Good Repair: Major rehabilitation or complete replacement of aging railcars, buses, rail track, stops and stations, and other infrastructure as it nears the end of its useful lifespan
- Study: Any project that does not have funding identified for right-of-way acquisition or construction. The study may include multiple design alternatives. Funding in the TIP is permitted for project planning or preliminary engineering only

Bicycle or Pedestrian Projects

- Local Circulation: Projects that support local circulation within Activity Centers. These can include streetscaping, traffic calming, bikeshare, bicycle lanes, sidewalks, and multi-use paths
- Regional Facilities: Multi-jurisdictional projects, projects that improve transit station access, and/or projects that are part of the National Capital Trail network

Operations and Maintenance Programs

- Day-to-Day Operations and Maintenance: This can include activities like repaving roadways, inspecting and maintaining bridges, clearing snow and debris, servicing transit vehicles, maintaining and operating traffic signals, and paying train and bus operators
- Regional programs: This can include programs like regional ridesharing and traveler information programs

Transit Service and Fare Assumptions

- Bus transit: New or updated routes, frequencies, and/or fare policies
- Rail transit: New or updated routes, frequencies, and/or fare policies
- HOV/HOT: New or updated lane restrictions and/or hours of operation

Step 4: Additional inputs for Air Quality Conformity Analysis

Other inputs that are required in order to perform the Air Quality Conformity Analysis include the following, which are gathered by staff with help from local, state, and other agencies and are not directly required as part of this solicitation:

- Baltimore area project inputs: Projects in the Baltimore Regional Transportation Board (BRTB) long-range transportation plan that are in jurisdictions in the TPB Modeled Area.
- Fredericksburg area project inputs: Projects in the Fredericksburg Area Metropolitan Planning Organization (FAMPO) long-range transportation plan that are in jurisdictions in the TPB Modeled Area.
- Calvert-St. Mary's area project inputs: Projects in the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) long-range transportation plan that are in jurisdictions in the TPB Modeled Area.
- Land-use forecasts for the modeled areas: Population and employment forecasts for the TPB Planning Area and jurisdictions outside the TPB Planning Area but within the TPB Modeled Area, including the Baltimore, Fredericksburg, and Calvert-St. Mary's metropolitan areas and Charles County (MD), Clark and Fauquier counties (VA), and Jefferson County (WV).
- Or you could just simplify it and say: Land Activity: Population and employment forecasts for the TPB Modeled Area Census-adjusted employment forecasts: Employment forecasts provided by COG are modified to reflect the latest Census estimates
- Other specialized trips: Estimates of external trips, through trips, and specialty-generator trips (e.g., for major sporting events).
- Vehicle registration information: Make, model, and year of all registered vehicles, used in the calculation of mobile emissions in the region.
- Non-travel related emissions model inputs: Air

temperature and humidity, fuel formulation, and inspection and maintenance program.

- Base-year transit assumptions: Route and schedule information for existing train and bus systems.
- Toll and fare updates: Existing toll and fare policies and usage, including toll collection methods, facility use by vehicle type, and hours of operation.

Review, Comment, and Approval Process

The draft technical inputs will undergo a process of review, comment, and approval before they are included in the long-range transportation plan. The steps of this process are outlined below.

Board and Committee Review:

It is the TPB's responsibility to approve project, program, and policy submissions for inclusion in the long-range transportation plan. These initiatives have typically undergone extensive local development and review, however, the TPB and its committees play an important review role. Their tasks are to:

- Become acquainted with project and program details
- Ensure key questions are answered and details are provided
- Ensure consistency with locally adopted plans and priorities
- Ensure that sufficient local input from the public and local officials has been provided
- Discuss whether and how submissions support the concept "think regionally, act locally"

Plan and TIP Update Schedule

2020	12/16/20	The TPB will be asked to approve the Technical Input Solicitation document to initiate the Call for Projects.
	2/12/21	Project inputs for the LRTP and Air Quality Conformity (AQC) analysis due to TPB staff.
2021	3/5/21, 4/2/21	The TPB Technical Committee will review the conformity project inputs table in March and the draft inputs to the Plan and the draft AQC scope of work in April.
	4/2/21- 5/3/21	Public comment period on inputs to the Plan/AQC analysis, and AQC scope of work. MWAQC TAC will review this information during the April meeting.
	4/21/2021	TPB will receive a briefing on the draft inputs to the Plan/AQC analysis and the draft AQC scope of work.
	5/19/21	The TPB will receive a summary of the public comments on the draft inputs to the Plan and AQC analysis. The TPB and the agencies sponsoring the projects will have the opportunity to discuss and advise staff on responses.
	6/16/21	The TPB will review responses to comments and updates to inputs to the Plan and scope of work for the AQC analysis. The TPB will be asked to approve the inputs and scope, authorizing staff to begin analysis.
2022	3/11/22	Transportation Improvement Program (TIP) inputs due for the FY 2023-2026 TIP
	4/1/22	The TPB Technical Committee will review the draft results of AQC analysis for the updated Plan and FY 2023-2026 TIP.
	4/1/22 - 5/1/22	Public comment period on the results of AQC analysis Determination for the updated Plan and FY 2023-2026 TIP.
	4/2022	MWAQC and MWAQC TAC will review the draft results of the AQC analysis during their meetings.
	4/20/22	The TPB will review the draft Plan, draft TIP, and AQC analysis and Determination.
	5/18/22	The TPB will review the draft results of the AQC analysis for the Plan and FY 2023-2026 TIP. The TPB will also receive a summary of the comments received on the analysis. The TPB and the agencies sponsoring the projects will have the opportunity to discuss and advise staff on responses to comments.
	6/15/22	The TPB will review the responses to the comments and the results of the AQC analysis. The TPB will be asked to approve the results of the AQC analysis and adopt the updated Plan and the FY 2023-2026 TIP.

Responsible Agencies

Any municipal, county, state, regional, or federal agency with the fiscal authority to fund transportation projects is responsible for providing required project, program, and policy inputs for the Constrained Element of Visualize 2045 update. Inputs must be submitted by a TPB member jurisdiction or agency within the TPB's planning area (Figure 1).

District of Columbia

District Department of Transportation (DDOT)

Suburban Maryland

Maryland Department of Transportation (MDOT)

State Highway Administration (MDOT SHA)

Maryland Transit Administration (MTA) Maryland
Transportation Authority (MDTA)

Charles County Department of Public Works

Frederick County Department of Public Works

Montgomery County Department of Transportation

Prince George's County Department of Public Works
and Transportation

Maryland-National Capital Park and Planning
Commission (M-NNCPPC)

City of Frederick Planning Department

Gaithersburg Public Works Department

Rockville Public Works Department

Takoma Park Public Works Department

Regional

Washington Metropolitan Area Transit Authority
(WMATA)

Eastern Federal Lands Highway Division of the
Federal Highway Administration

Metropolitan Washington Airports Authority (MWAA)

Northern Virginia

Virginia Department of Transportation (VDOT)

Virginia Department of Rail and Public
Transportation (VDRPT)

Virginia Railway Express (VRE)

Potomac and Rappahannock Transportation
Commission (PRTC)

Northern Virginia Transportation Authority (NVTA)

Northern Virginia Transportation Commission (NVTC)

Arlington County Department of Environmental
Services* Fairfax County Department of
Transportation*

Fauquier County Department of Community
Development*

Loudoun County Department of Transportation and
Capital Infrastructure*

Prince William County Department of
Transportation*

City of Alexandria Department of Transportation and
Environmental Services*

City of Fairfax Department of Public Works*

City of Falls Church Department of Public Works*

City of Manassas Public Works Department*

City of Manassas Park Public Works Department*

*Virginia local jurisdictions submit through VDOT but are still
responsible for providing required information

Federal & Regional Policies

The TPB asks agencies and jurisdictions to “think regionally” as they “act locally” to develop transportation projects, programs, and policies for implementation. This means considering the needs of neighboring jurisdictions and the region as a whole when identifying investment priorities—recognizing that decisions made in one jurisdiction can affect travelers and transportation systems and services elsewhere in the region.

The region’s leaders have come together around a shared vision for the region’s transportation future. Rooted in the TPB vision, six goals were adopted by the TPB in the 2014 Regional Transportation Priorities Plan. The vision and goals focus on multimodal transportation solutions that give people greater choice in finding the travel mode that works best for them. It also emphasizes the important role of land-use, especially strengthening the region’s Activity Centers by providing high-quality connections between centers and improving non-auto travel options within them. System maintenance is also paramount, recognizing that our existing roadways

and transit systems must be in a state of good repair to be safe, efficient, and reliable. In 2020, the TPB issued a resolution promoting equity in metropolitan Washington. TPB intends to have all of its activities and products viewed through an ‘equity lens’.

Also in 2020, TPB affirmed the COG regional climate mitigation and resiliency goals. These include a 2030 interim regional greenhouse gas reduction goal of 50% below 2005 levels by 2030; the Region’s climate resilience goals of becoming a Climate Ready Region and making significant progress to be a Climate Resilient Region by 2030; and the need to incorporate equity principles and expand education on climate change into CEEPC, COG and TPB members’ actions to reach the climate mitigation and resiliency goals.

Seven Transportation Initiatives for a Better Future

In 2018, the TPB endorsed seven initiatives for future concerted action and these ideas were included in the aspirational element of Visualize 2045. TPB noted that these ideas, if funded and enacted, would have the potential to significantly improve the region’s transportation system performance compared to current plans and programs.

The seven Aspirational Initiatives are:

- Bring Jobs and Housing Closer Together
- Expand Bus Rapid Transit and Transitways
- Move More People on Metrorail
- Provide More Telecommuting and Other Options for Commuting
- Expand Express Highway Network
- Improve Walk and Bike Access to Transit
- Complete the National Capital Trail Network

Shared Regional Goals and Priorities

When agencies submit new projects, policies or programs for inclusion in the Visualize 2045 update, they will be asked to document how the initiatives support or advance regional goals, including equity and climate considerations, as shown in the table below. Agencies will also be asked how projects implement the Aspirational Initiatives.

Provide a Comprehensive Range of Travel Options	<ul style="list-style-type: none"> Identify all travel mode options that this project provides, enhances, supports or promotes. Is this project physically in an Equity Emphasis Area (EEA)? How does it improve equity? Does this project improve accessibility for historically transportation-disadvantaged individuals (i.e., persons with disabilities, low incomes, and/or limited English proficiency)?
Promote Regional Activity Centers	<ul style="list-style-type: none"> Does this project begin or end in an Activity Center? Does this project connect two or more Activity Centers? Does this project promote non-auto travel within one or more Activity Centers? Does this project connect an Equity Emphasis Area to an Activity Center?
Ensure System Maintenance, Preservation, and Safety	<ul style="list-style-type: none"> Does this project contribute to enhanced system maintenance, preservation?
Maximize Operational Effectiveness and Safety	<ul style="list-style-type: none"> Is this project primarily designed to reduce travel time on highways and/or transit without building new capacity (e.g., ITS, bus priority treatments, etc.)? Is this project expected to significantly reduce fatalities or injuries among motorists, transit users, pedestrians, and/or bicyclists?
Protect and Enhance the Natural Environment	<ul style="list-style-type: none"> Is this project expected to contribute to reductions in emissions of criteria pollutants, specifically, to attainment of ozone levels consistent with the National Ambient Air Quality Standard (NAAQS)? Is this project expected to contribute to meeting the regional goal of reducing greenhouse gasses by 50% below 2005 levels by 2030?
Support Interregional and International Travel and Commerce	<ul style="list-style-type: none"> Does this project enhance, support, or promote the following freight carrier modes: long-haul truck, local delivery, rail, or air freight carrier modes? Does this project enhance, support, or promote the following passenger carrier modes: air, Amtrak intercity passenger rail, intercity bus?

Federal Requirements and Policy Considerations

Visualize 2045 meets all federal requirements for a Metropolitan Planning Organization’s long-range plan and was approved by the Federal Highway Administration and the Federal Transit Administration in December 2018. Any updates to Visualize 2045 must continue to meet these federal requirements in order to receive federal approval and for federal funding to flow to transportation projects in our region. The two main requirements are that the plan must:

- Identify all regionally significant projects and programs for which funding is reasonably expected to be available between now and 2045. Regionally significant projects and programs are those that add or remove capacity on the existing transportation system.
- Demonstrate that these projects and programs together support regional air quality improvement goals. An official Air Quality Conformity Analysis carried out by the TPB must show that forecast vehicle-related emissions under the plan will not exceed approved regional limits.

Under federal law, the plan must also address ten federal planning factors, as identified by the U.S. Department of Transportation (USDOT). (See sidebar)

Updates to the constrained element of Visualize 2045 must meet a number of other federal requirements as well, including non-discrimination and equity, congestion management documentation, public participation, and others. For a full listing of these requirements, refer to the Resources and Maps section of this document.

FEDERAL PLANNING FACTORS

Federal law also identifies a list of planning factors meant to guide metropolitan transportation planning. Collectively, the projects, programs, and policies in Visualize 2045 must address these factors. Agencies will therefore be asked to identify which of the federal.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for all motorized and non-motorized users;
3. Increase the ability of the transportation system to support homeland security and to safeguard the personal security of all motorized and non- motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation (New under the FAST Act); and
10. Enhance travel and tourism. (New under the FAST Act)

Performance-Based Planning and Programming

The Fixing America's Surface Transportation (FAST) Act put forth seven National Goals for Performance-Based Planning and Programming (PBPP):

1. Safety
2. Infrastructure Condition
3. Congestion Reduction
4. System Reliability
5. Freight Movement and Economic Vitality
6. Environmental Sustainability
7. Reduced Project Delivery Delays

These goals mirror the goals in the TPB Vision and other regional policy documents. Following federal regulations on PBPP, a set of measures and targets were developed and approved by the TPB for Visualize 2045 for the following areas:

- Highway Safety Performance
- Pavement and Bridge Condition Performance
- Highway System Performance
- Congestion Mitigation and Air Quality Program Performance
- Transit Asset Management Performance
- Transit Safety Performance

Visualize 2045 was the first long-range transportation plan to document the performance targets adopted by the TPB in accordance with federal PBPP requirements. PBPP documentation was also included in the FY 2019-2024 TIP and the FY 2021-2024 TIP. The Performance-Based Planning and Programming section of the TIP documents provide analysis of the number of projects and amounts of funding using specific sources that pertained to each performance area.

During the development of the 2022 update of Visualize 2045 and the FY 2023-2026 TIP, agencies will be asked to provide additional information about projects that are aimed at improving these performance areas that may use funds outside of the sources traditionally associated with those goals. For instance, a project designed to increase safety may use National Highway Performance program rather than the Highway Safety Improvement program funding, but these investments should still be captured. Once these additional data points have been agreed upon, they will be reflected in the TIP database and the instructions in Appendix A.

Basic Submission Instructions for Conformity Inputs

The TPB's Project InfoTrak system is a new on-line database application that will be used to collect project and program information from each agency. The database includes records for the LRTP, Air Quality Conformity Analysis, the TIP, Congestion Management documentation, and the Bicycle and Pedestrian Plan. The baseline data for inputs to the 2022 Update to Visualize 2045 are the projects included in the approved 2020 Amendment to Visualize 2045, approved in March 2020. The baseline inputs for the FY 2023-2026 TIP will be the projects and funding included in the FY 2021-2024 TIP, as amended through January 2022. Moving forward, the Project InfoTrak system will keep a record of all changes to projects in the LRTP and TIP and provide an archive of previous versions of every project or program.

Project InfoTrak has several levels of permissions from full editing capabilities to read-only access. Access to the system is available to staff from TPB member implementing agencies and representatives from Federal Highway Administration and the Federal Transit Administration who have approval roles for the LRTP, TIP and State TIPs. Please see Appendix A to this document for instructions on signing up for an account and submitting project information.

Recordings of three training sessions for the Project InfoTrak system are available online:

[Session 1](#) - June 9

[Session 2](#) - June 11

[Session 3](#) - June 16

Project InfoTrak also includes a set of helpful tutorials on common tasks that users are likely to perform. In addition to these resources, TPB staff are available to provide one-on-one training to any new users. Project InfoTrak also features online support from the application developer, EcoInteractive.

Amendments to the Plan and TIP

Guidelines for Scheduled and Unscheduled Plan Amendments

After the TPB approves the 2022 Update to Visualize 2045, this will be the plan of record until it is required be amended. The next major update to the plan will be approved in 2026, at which time the TPB will revise the financial analysis of the plan.

While the long-range transportation plan is updated every four years, the TIP is updated on a two-year cycle. Like an update to the plan, any new TIP must be analyzed for air quality conformity. The TPB is scheduled to develop and approve the FY 2025-2028 TIP by mid-2024, and it will issue a revised version of this document in late 2023, calling for amendments to the plan to be included in the conformity analysis.

In the off-years between the approval of long-range transportation plan and TIP updates, agencies may, in consultation with TPB staff, determine that an off-cycle amendment and conformity analysis is required to include a project in the Plan and TIP. There will not be a new solicitation document provided for any off-cycle amendments, and the requesting agency(ies) will be responsible for covering the cost of additional staff time needed to produce the conformity analysis.

Funding for any new projects submitted during the interim TIP update or an off-cycle amendment must

be accounted for in the financial analysis of the 2022 Update of Visualize 2045. Otherwise, the submitting agency must submit a detailed financial plan for the project(s) indicating what new funding sources will be used to pay for construction, operations and maintenance.

Guidelines for Amendments and Modifications to the TIP

See Appendix A for definitions and complete guidelines for submitting administrative modifications and amendments to the FY 2023-2026 TIP. All amendment requests to the TIP must be either included in the most recent Air Quality Conformity Analysis or be exempt from the air quality conformity Requirement.

Depending on their scale, amendments to the TIP can be approved at the monthly TPB Steering Committee meetings or elevated to the full TPB for approval as a part of its monthly agenda. This typically happens when a project is of a high-profile nature, or when an agency is requesting an update to project and funding information for one of the fiscal years in the TIP or for all four years. The latter example would also require a 30-day public comment and interagency review period.

Administrative modifications to the TIP may be requested during specified TIP Action periods established in the Project InfoTrak database. Modifications can be approved by TPB staff typically within two business days.

A tentative schedule for modifications and amendments to the FY 2023-2026 TIP will be provided at the time of its adoption in 2022. This schedule will be subject to change as a result of unplanned TIP amendment requests to be handled by the full TPB.

Resources and Maps

The following resources and maps may be helpful for agencies and jurisdictions as they report on how their technical submissions support or advance regional goals and priorities.

TPB Vision

www.mwcog.org/TPBvision

Regional Transportation Priorities Plan

www.mwcog.org/RTPP

Activity Centers Map and List

www.mwcog.org/ActivityCenters

Federal PBPP Targets

www.mwcog.org/PBPP

Federal Regulations

www.govregs.com/regulations/title23_chapterI_part450_subpartC_section450.324

Congestion Management Process

www.mwcog.org/cmp

Bike/Ped Plan

www.mwcog.org/bikepedplan

Equity Emphasis Areas Map

www.mwcog.org/EquityEmphasisAreas

Region Forward

www.mwcog.org/RegionForward

Transit Access Focus Areas (TAFA)

www.mwcog.org/TAFA

National Capital Trail Network (NCTN)

www.mwcog.org/NCTN

Safety Strategies

www.mwcog.org/safety

Freight Plan

www.mwcog.org/documents/2010/07/28/national-capital-region-freight-plan-freight/

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DRAFT



National Capital Region
Transportation Planning Board

visualize
2045



TECHNICAL INPUTS SOLICITATION DOCUMENT – APPENDIX A

Project InfoTrak Documentation and
Project Description Form Instructions

November 2020



National Capital Region
Transportation Planning Board

**PROJECT INFOTRAK DOCUMENTATION AND
PROJECT DESCRIPTION FORM INSTRUCTIONS**

November 2020

ABOUT VISUALIZE 2045 & THE TPB

Visualize 2045 is the federally required long-range transportation plan for the National Capital Region. It identifies and analyzes all regionally significant transportation investments planned through 2045 to help decision makers and the public “visualize” the region’s future.

Visualize 2045 is developed by the National Capital Region Transportation Planning Board (TPB), the federally designated metropolitan planning organization (MPO) for metropolitan Washington. It is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area. Members of the TPB include representatives of the transportation agencies of the states of Maryland and Virginia and the District of Columbia, 24 local governments, the Washington Metropolitan Area Transit Authority, the Maryland and Virginia General Assemblies, and nonvoting members from the Metropolitan Washington Airports Authority and federal agencies. The TPB is staffed by the Department of Transportation Planning at the Metropolitan Washington Council of Governments (COG).

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TABLE OF CONTENTS

SECTION 1: INTRODUCING PROJECT INFOTRAK	9
Getting Started: Signing Up for an Account and Logging In	9
Project InfoTrak Database Structure and Nomenclature	10
Relationship between LRTP and TIP Records	10
Adoptions and Amendments	10
SECTION 2: AMENDMENTS AND ADMINISTRATIVE MODIFICATIONS TO THE LRTP AND TIP	11
Procedures for Revisions to Visualize 2045 and the TIP	11
Definitions	12
Procedures	13
Dispute Resolution	14
TIP Actions	14
SECTION 3: USING THE PROJECT INFOTRAK SYSTEM	15
Create A New LRTP Project	15
Update Existing Projects	16
Submitting In-Progress Projects	16
SECTION 4: DETAILED PROJECT FORM INSTRUCTIONS	16
The LRTP Project Description Form Instructions	16
Administrative Area	17
Project Information	17
Conformity Informaton	20
Environmental Review Information	21
Financial Plan Information	21
Schedule Information	22
Regional Policy & Federal Planning Factor Support	23
Environmental Mitigation	25
Congestion Management	25
The TIP Project Description Form Instructions	27
2022 UPDATE TO VISUALIZE 2045 BLANK DESCRIPTION FORM	19

SECTION 1: INTRODUCING PROJECT INFOTRAK

Project InfoTrak is a new database application to gather detailed project information from TPB's implementing agencies. Project InfoTrak (or "InfoTrak" for brevity) collects information for the long-range plan (Visualize 2045 and its updates), the Transportation Improvement Program (TIP), the air quality conformity analyses of those documents, documentation of the Congestion Management Process, for verifying financial constraint of the plan and TIP, and for reporting on federal obligations of funds in the TIP. Replacing the previous system, the iTIP, InfoTrak will be used for the adoption of new plan and TIP documents, as well as for any subsequent amendments to them.

A variety of user roles in the system enables a wide swath of stakeholders to have access to and review the same sets of data. It also empowers more people to participate from local, state, regional, and federal levels. InfoTrak reduces duplicative processes and increases transparency for systems users at every level; from project creation and submission to the TPB, to state approvals of their own State Transportation Improvement Programs (STIPs), to federal approval of plans, air quality determinations, and state STIP updates and amendments.

Project InfoTrak was built and customized by our consultant, EcoInteractive. Provided as a "software as a solution" product, InfoTrak will include Help Desk support provided by EcoInteractive, as well as continual innovations to the product.

Getting Started: Signing Up for an Account and Logging In

To log in or sign up for an account or to log in to the system, visit www.mwcog.org/projectinfotrak (Note this will redirect you to a secure login at <https://projectinfotrak.mwcog.org/secure/login>).

To create a new account, follow the steps below:

1. Enter your email address, answer the Captcha image that is shown, and click "Submit".
2. Complete the user registration form shown. Note that the password is case sensitive while the username is not.
3. Select your agency name.
4. If you work with editing/adding projects in MWCOC's Long Range Plan, mark YES for 'Do you need access to LRTP' (this will be most of you).
5. Select user type:
 - a. For agency members entering and editing project information, select SPONSOR.
 - b. For federal review agency members, select FED FHWA or FED FTA
6. Once the system receives your Project InfoTrak User Account request, an email will be sent for email verification.
7. Finally, your user account must be granted access by an Administrator. Once approved as a user, Project InfoTrak will send an e-mail notification and you can begin to use the system. This may take anywhere from a few minutes to the next business day, depending on the time of the request. **You will not be able to log in until you receive the notification that your account has been approved.**

Project InfoTrak Database Structure and Nomenclature

The introduction of the new project database system brings with it a few changes in the way “things are done.” The new database structure changes the way we describe the relationship between LRTP and TIP records. and also uses a different vocabulary when we talk about approving and amending the long-range plan and the TIP. This section describes some of the fundamental changes resulting from the transition from the TPB’s previous data-gathering system (iTIP) to Project InfoTrak.

RELATIONSHIP BETWEEN LRTP AND TIP RECORDS

The TIP is often described as the implementation of, or the first four years of the long-range transportation plan. Federal law requires that for a project to be in the TIP, it also must be included in the long-range transportation plan. This remains true in the Project InfoTrak system, just in a slightly different way, conceptually.

In the iTIP database, this was represented by assigning a parent-child relationship between LRTP projects and TIP projects, and also the air quality conformity records (for the purposes of this explanation, we’ll presume there’s a one-to-one correlation between the TIP and conformity records and we’ll focus on the relationship between the LRTP and TIP records). Aside from the scope of work (project limits, completion, cost, etc.) The LRTP project description form covered a wide range of information about the project (federal requirements, regional goals, environmental protections, etc.) and the TIP project description form captured other information (Complete Streets, bicycle and pedestrian accommodations, etc.) Due to the parent-child relationship, all TIP projects inherited certain data points from their parent records, whether they were true or not. An update to a TIP record that changed the scope of work might also require that the LRTP record be updated as well, however there were no data-integrity enforcements in place to ensure that this happened.

In Project InfoTrak, the LRTP and TIP records all carry with them the same data points, but there is a distinction: a project is either in the LRTP or in the TIP. Since the TIP form contains all the same data points as the LRTP form, the requirement that any TIP project is included in the long-range plan is met. When a portion of an LRTP project is ready to move into the TIP, a new TIP record must be created and filled out from scratch. At the same time. The LRTP form must be updated to exclude the scope of work in the new TIP project (most likely reducing the project limits and cost). Moving forward, if there is any change to the scope of work of the TIP project, no updates are needed to the LRTP form. The projects can still be linked using the Associated Project ID fields and/or the Grouped Project fields.

ADOPTIONS AND AMENDMENTS

The term “Adoption” is used to refer to any initial board approval of a long-range plan or TIP document. The term “Amendment” is used to cover any formal amendments to plan or TIP approved by TPB or Steering Committee and administrative modifications approved by TPB staff. See Section 3 of this appendix for definitions of Amendments and Administrative Modifications.

LRTP Numbering Conventions

Each LRTP is given a version number, like 45-00. The first two digits indicate out-year of plan, and the second two indicates the version of the plan. Typically “-00” is used to refer to the initial adoption

of a plan document. Version 45-00 would refer to the first Visualize 2045 as the quadrennial plan update that was adopted by the TPB in October 2018. The initial data import into InfoTrak included approved projects from the 2020 Amendment to Visualize 2045. In this naming convention, that would be 45-01.

For the 2022 Update to Visualize 2045, the out-year remains at 2045. Since the 2018 LRTP has been retroactively named 45-00, in order to differentiate the 2022 Update for Visualize 2045, this adoption will be referred to as 45-22. An amendment to that plan is scheduled for 2044 with the biennial TIP update. Presuming no off-cycle amendments are requested before that update, the LRTP version number will be 45-23. Conceivably there could be a 45-24 and 45-25 if an off-cycle amendment is requested between the 2022 amendment, TIP update, and again before the next four-year update.

TIP Numbering Conventions

A similar numbering convention is used for the TIP. The first two numbers in the TIP version refer to the annual element or first year of the program and the second two refer to the version, again with “-00” indicating the initial adoption of a TIP by the TPB. Amendments and modifications will be processed in groups and each amendment or modification grouping will increase the version number by one.

SECTION 2: AMENDMENTS AND ADMINISTRATIVE MODIFICATIONS TO THE LRTP AND TIP

This section provides guidelines for amending and modifying the TIP in general. Following the approval of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP, a schedule will be published detailing the windows available for entering project and funding information for amendments and modifications for the remainder of the two-year TIP cycle. For information on the current schedule, please visit projectinfotrak.mwcog.org/schedule.

Procedures for Revisions to Visualize 2045 and the TIP

On January 16, 2008, the TPB adopted procedures for processing revisions to its Long-Range Transportation Plan and TIP. A revision is a change to the Long-Range Transportation Plan or TIP that occurs between scheduled periodic updates. A minor revision is an administrative modification and a major revision is an amendment. These procedures are in accordance with the US DOT planning regulations at 23 CFR 450. These procedures were amended by the TPB Steering Committee on December 5, 2014 and again on September 6, 2019.

According to 23 CFR 450.326: TIP Revisions and Relationship to the STIP, the regional TIP projects must be included without change in a federally approved state transportation improvement program (STIP) in order for them to receive federal funding. In this region, the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) each provide the project descriptions and funding information for the development of the regional TIP and Long-Range Transportation Plan. Each DOT has adopted procedures for revising its STIP. When it becomes necessary for a DOT to revise the project information in the TIP, its procedures must be consistent with the TPB procedures for revising its

regional TIP. The TPB procedures are based upon the procedures adopted by DDOT, MDOT and VDOT. The procedures define what an administrative modification is and what an amendment is.

DEFINITIONS

Administrative Modifications are minor changes to a project included in the Long-Range Transportation Plan, TIP or STIP that do the following:

1. Revise a project description without changing the project scope or conflicting with the environmental document;
2. Change the source of funds;
3. Change a project lead agency;
4. Splits or combines individually listed projects; as long as cost, schedule, and scope remain unchanged;
5. Changes required information for grouped project (lump sum) listings; or,
6. Adds or deletes projects from grouped project (lump sum) listings as long as the funding amounts stay within the guidelines in number two above.
7. Revise the funding amount listed for a project's phases subject to the applicable definition of the funding limitations adopted by DDOT, MDOT, and VDOT for their respective STIPs.
 - a. For projects to be included in the DDOT STIP, the additional funding is limited to 20 percent of the project cost.
 - b. For projects to be included in the MDOT STIP, changes to the funding amount is limited based upon a sliding scale that varies by the total cost of the project as follows:
 - If the total project cost is less than \$3 million, an Administrative Modification shall be used for an increase or decrease in cost of up to 50% of the total project cost or \$1 million, whichever is less.
 - If the total project cost is greater than \$3 million but less than \$10 million, an Administrative Modification shall be used for an increase or decrease in cost up to 30% of the total project cost.
 - If the total project cost is greater than \$10 million, an Administrative Modification shall be used for an increase or decrease of cost up to 20% of the total project cost.
 - c. For projects to be included in the VDOT STIP, the additional funding is limited based upon a sliding scale that varies by the funding source and amount listed for the project as follows:
 - For transit projects using FTA funds:
 - If the Approved STIP total estimated project cost is \$2 million or less, an Administrative Modification shall be used for an increase of up to 100% of the total project cost.

- If the project cost is greater than \$2 million but is \$10 million or less, an Administrative Modification shall be used for in increase of up to 50% of the total project cost.
- If the project cost is greater than \$10 million, an Administrative Modification shall be used for in increase of up to 25% of the total project cost
- For highway projects using FHWA funds:
 - If the Approved STIP total estimated project cost is \$2 million or less, an Administrative Modification shall be used for an increase of up to 100% of the total project cost.
 - If the project cost is greater than \$2 million but is \$10 million or less, an Administrative Modification shall be used for in increase of up to 50% of the total project cost.
 - If the project cost is greater than \$10 million but is \$20 million or less, an Administrative Modification shall be used for in increase of up to 25% of the total project cost.
 - If the project cost is greater than \$20 million but is \$35 million or less, an Administrative Modification shall be used for in increase of up to 15% of the total project cost.
 - If the project cost is greater than \$35 million, an Administrative Modification shall be used for an increase of up to 10% of the total project cost

An Administrative Modification can be processed in accordance with these procedures provided that:

- It does not affect the air quality conformity determination;
- It does not impact financial constraint; and
- It does not require public review and comment.

Amendments are major changes to a project included in the Long-Range Transportation Plan, TIP or STIP that are not Administrative Modifications.

PROCEDURES

When it becomes necessary for a DOT to revise the information for a project in the Long-Range Transportation Plan or TIP, the agency will review the type of changes to the project and apply the above definitions to determine if it can be processed by the TPB as an administrative modification or an amendment. The DOT will then submit the project changes to the TPB and request that it take the appropriate action to approve either a project administrative modification or a project amendment.

Administrative Modifications

The TPB has delegated approval of Long-Range Transportation Plan and TIP project administrative modifications to the Director, Department of Transportation Planning of the Metropolitan Washington Council of Governments. Requests for Long-Range Transportation Plan and TIP project administrative modifications will be submitted to the Director or his or designee. The requests will be reviewed and

those meeting the definition of administrative modification will be approved and forwarded to the requesting implementing agency. All TPB approved requests for Long-Range Transportation Plan and TIP project administrative modifications will be posted on the TPB web site. Once approved by the appropriate state DOT, the administrative modification will be incorporated into the STIP and no federal action will be required.

Amendments

Requests for Long-Range Transportation Plan and TIP project amendments will be submitted to the Chairman of the TPB. The requests will be reviewed by TPB staff and those meeting the definition of an amendment will be presented to the TPB Steering Committee. The Steering Committee will consider and be asked to approve project amendments that are non-regionally significant. Under the TPB Bylaws, the Steering Committee “shall have the full authority to approve non-regionally significant items, and in such cases, it shall advise the TPB of its action.” The Steering Committee will consider and place all other project amendments on the TPB agenda for consideration and approval after meeting the applicable US DOT planning regulations for Long-Range Transportation Plan and TIP amendments.

All TPB approved requests for Long-Range Transportation Plan and TIP project amendments will be forwarded to the requesting DOT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and posted on the TPB web site. Once the TPB amendment is approved by the requesting DOT, the DOT will forward the amendment to FHWA and FTA for federal approval. After approval by FHWA and FTA, the amendment will be incorporated into the DOT’s STIP. The FHWA and FTA approval will be addressed to the DOT with copies to the TPB.

DISPUTE RESOLUTION

If a question arises on the interpretation of the definition of an amendment, the TPB, the requesting DOT, FHWA and FTA (the parties) will consult with each other to resolve the question. If after consultation, the parties disagree on the definition of what constitutes an amendment, the final decision will rest with the FTA for transit projects and FHWA for highway projects.

TIP Actions

For any agency to make an adjustment to the TIP, a TIP Action needs to be created in Project InfoTrak. When creating a TIP Action, the system administrator defines

- the type of action (Adoption, Formal Amendment, or Administrative Modification),
- which agencies may submit edits to project information, and
- when agency staff may begin editing and the deadline for edits to be complete.

For each modification and amendment period, DDOT, MDOT, VDOT and WMATA will be enabled as submitting agencies by default. Any local agencies that need to request an amendment or modification should contact TPB staff to request access to the appropriately schedule action.

Each month typically allows approximately three weeks for modifications and then one week for amendments to be approved by the TPB Steering Committee. Some scheduling is condensed around

holidays. The dates in the table are tentative and subject to change. Any revisions to the schedule will be provided to all implementing agencies at the earliest possible opportunity.

Any requests to amend the TIP that cannot be accommodated by the TPB Steering Committee (i.e. a complete annual element or full four-year revision) need to be arranged in advance with TPB staff so that they may be put on the appropriate TPB agendas and any comment periods may need to be scheduled. Please provide at least 60 days' notice of any request for an amendment that will require board approval.

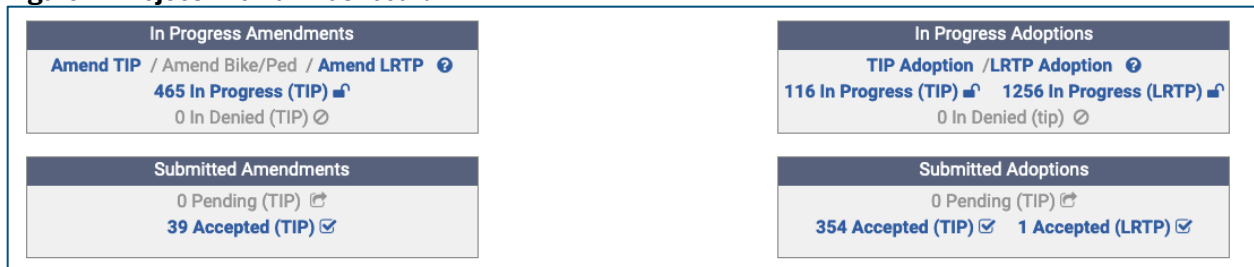
During any open comment period or pending TPB approval of an amendment, no additional modifications or amendments will be permitted for the agency in review.

SECTION 3: USING THE PROJECT INFOTRAK SYSTEM

Create A New LRTP Project

To create a new project, click the "LRTP Adoption" link (to associate it with an open LRTP adoption) or "Amend LRTP" link (to associate it with an open amendment) or on the main menu.

Figure 1: Project InfoTrak Dashboard



Click "Create New Project" and choose the appropriate LRTP adoption or amendment for your new project.

After filling out details for the new project (see detailed instructions on following pages), save the project using the buttons at the bottom of the form:

- Save - Use if further changes will need to be made to this project before submitting it for review.
- Submit for Review - Use this option to submit the project to the MPO for review.
- Reset Form - Use this option to clear the form.

When a project is submitted, an email is automatically sent to MPO users to alert them of a pending project needing review. If issues are found that would prevent the project from being reviewed (for example, invalid values or missing fields), a list of remaining requirements will be displayed at the top of the form:

Your project has been saved
Please resolve the following errors below.

TIP ID: 4900	VERSION: 1	STATUS: In Progress - Completed
LAST MODIFIED BY: Andrew Austin LAST MODIFIED DATE: 9/23/2020		

TIP Programming | **Obligation** | Map | Project IDS | Documents | Amendment History

YOUR PROJECT HAS BEEN SAVED TO "IN PROGRESS." BEFORE SUBMITTING TO MWCOC, PLEASE RESOLVE THE FOLLOWING ERRORS:

- SYSTEM IS REQUIRED
- LOCATION TYPE IS REQUIRED
- CAPACITY IS REQUIRED

After saving the new project, access the other tabs to enter additional details for the project.

If "Save" was chosen, the new project will be considered "In-Progress" and can be quickly accessed using the "In Progress" links under the "In Progress Amendments" or "In Progress Adoptions" sections of the main menu:

Update Existing Projects

'In Progress' projects can be accessed (to continue to make edits to or submit the project) in several ways. In Progress projects can always be accessed via the toolbar at the top. The In-Progress projects are broken up by Amendment versus Adoption and by program type (TIP, Long Range Plan, Bike & Ped). To view all the 'In Progress' projects within one of these categories, click on 'VIEW ALL'

In Progress projects can always be accessed on the main landing page. Again, In Progress projects are broken up by Amendment versus Adoption and by program type (TIP, Long Range Plan, Bike & Ped).

You can use 'Advanced Search' to search TIP projects in the system.

Results that have an In-Progress icon next to them are projects in the In-Progress section.

To be able to make edits or submit the project, click the In-Progress icon for a particular project.

If you click on the Project ID instead, you'll be shown a read-only version of the project page.

Submitting In-Progress Projects

There are two ways to submit an In-Progress project:

1. At the bottom of In Progress project pages there is a 'Save and Submit' button. When viewing the list of In Progress projects accessed either through the In Progress icon in the tool bar at the top or the In Progress link on the landing page, there is an ability to select projects in bulk and submit them.
2. Not all projects will have a checkbox allowing them to be selected. These are projects that are missing some information required for submittal. Once required information has been entered and saved, then the checkbox will appear next to that project. _____

SECTION 4: DETAILED PROJECT FORM INSTRUCTIONS

The LRTP Project Description Form Instructions

This section provides line item instructions for each field on the project description form. Included on this form are data fields that serve as the inputs for Visualize 2045, the financial analysis, the inputs for the air quality conformity analysis, and the Congestion Management Process. Fields in **BOLD RED** type are required.

ADMINISTRATIVE AREA

The screenshot shows the 'Administrative Area' section of a web application. It features a navigation bar with tabs: 'RTP Programming', 'Obligation', 'Map', 'Project IDS', 'Documents', and 'Amendment History'. Below the navigation bar, the 'Administrative Area' section contains several fields: 'ADOPTION/AMENDMENT' (value: 45-00 LRTP ADOPTION 2019), 'GROUP PROJ' (value: No), 'GROUP NAME' (empty), 'LRTP ID' (value: CE3193), 'CMP' (empty), and 'MODEL' (empty). A 'Detail' button is located on the right side of the form. Numbered callouts 1 through 6 are placed over the form fields to indicate their locations.

1. ADOPTION/AMENDMENT.....This field Indicates which version of the LRTP that the project is being submitted/updated for. For the 2022 Update to Visualize 2045, 45-22. The first two digits refer to the outyear of the long-range plan, the second two digits after the - indicate the version of the plan. A double-zero (00) is typically used for the initial adoption of the long-range plan at the four-year update. However, the first iteration of Visualize 2045 holds that distinction, so we have adjusted the adoption number to be -22.
2. GROUP PROJECT“Yes” means the project is grouped together with other projects that are related or adjacent, such as a corridor or mega-project. This feature is new in Project InfoTrak and no projects are currently grouped together. This may be employed in consultation with agency staff during the development of the 45-22 LRTP Adoption.
3. GROUP NAMEDisplays the name of the Project Grouping. Contact TPB staff if you wish to establish a new project grouping.
4. CE IDUnique project ID number assigned to each long-range pan project when created.
5. CMPSelect “yes” if the project is included in the Congestion Management Process Documentation
6. MODELThe project is included in the regional travel demand model

PROJECT INFORMATION

The screenshot shows the 'Project Information' section of a web application. It contains several fields: 'PROJECT TITLE' (value: Asset Inventory & ADA Compliance), 'PROJECT DESCRIPTION' (value: The project includes the development of a GIS based asset inventory system in the public right of way, evaluation of the assets for ADA compliance and developing a transition plan for compliance.), 'PRIMARY PROJECT TYPE' (value: Road - Other Improvement), 'LEAD AGENCY' (value: DDOT), 'SECONDARY AGENCY' (empty), 'COUNTY' (value: BLANK), 'MUNICIPALITY' (value: District of Columbia), 'PRIMARY CONTACT' (value: Wolde Makonnen), 'PHONE' (empty), 'EMAIL' (empty), 'URL' (empty), 'ACCOMMODATIONS' (empty), 'COMPLETE STREET ADVANCE' (empty), 'COMPLETE STREET EXEMPT' (empty), 'SYSTEM' (value: Roadways), 'ROUTE' (empty), 'LOCATION TYPE' (empty), 'FROM' (empty), 'TO' (empty), 'DIST MILE(S)' (empty), 'BEGIN' (empty), 'END' (empty), and 'LENGTH' (value: 0.00). A 'Map' button is located next to the length field. A '[ADD NEW LOCATION]' link is located below the form. Numbered callouts 7 through 21 are placed over the form fields to indicate their locations.

7. PROJECT TITLE.....Provide a brief, public-friendly name for the project

8. PROJECT DESCRIPTIONDescribe the project as clearly as possible. Use public-friendly phrasing and avoid technical jargon where possible
9. Primary Project TypeClassify the major purpose or nature of the project using one of the following values:

Transit	Road	Bridge	Other
<ul style="list-style-type: none"> Administration Capital Ferries High Capacity Maintenance Operating Other Park and Ride Passenger Facilities Regional Fare Collection Rehab Vanpool Safety ITS/Technology CMAQ 	<ul style="list-style-type: none"> Access Management Add Capacity/Widening Grade Separation HOV/Managed Lanes Interchange improvement Intersection improvement New Construction Other Improvement Recons/Rehab/Maintenance Resurface Signal/Signs Autonomous/Connected Vehicle Technology ITS/Technology CMAQ Federal Lands Highway Program 	<ul style="list-style-type: none"> New Construction Preventative Maintenance Rehabilitation Rehab/Add Capacity Replace Replace/Add Capacity ITS/Technology <p>Rail</p> <ul style="list-style-type: none"> Highway Grade Separation Protective Devices ITS/Technology <p>Active Transportation</p> <ul style="list-style-type: none"> Bike/Ped Other Trails Safe Routes to Schools ITS/Technology <p>Freight</p> <ul style="list-style-type: none"> Freight Movement 	<ul style="list-style-type: none"> Alternative Fuel Infrastructure Debt Service Environmental Only Project Infrastructure Resiliency Intermodal Facilities Landscaping/ Beautification Preliminary Engineering/ Environmental Analysis Regional Fare Collection Study/Planning/Research Training Transportation Operations Ridesharing Human Service Transportation Coordination TERMs Enhancement

10. LEAD AGENCYThe agency that is submitting the project information. This is automatically filled in defined by the user's agency.
11. SECONDARY AGENCYOther agency working in conjunction with primary agency.
12. COUNTYThe county(ies) in which the project is wholly or partially located. Multiple values may be selected from the dropdown menu.
13. MUNICIPALITYThe municipality(ies) in which the project is located. Multiple values may be selected from the dropdown menu.
14. PRIMARY CONTACTName of project manager or point-of-contact for more information.
15. PHONEPhone number for project manager or point-of-contact for information.
16. EMAILEmail address for project manager or point-of-contact for information
17. URLWebsite address for additional project information
18. ACCOMMODATIONS.....Use the dropdown responses to indicate if the project:
- Includes bicycle/pedestrian accommodations

- Does not include bicycle/pedestrian accommodations
- Bicycle/pedestrian accommodations would not be applicable to this type of project

19. COMPLETE STREET ADVANCEUse the dropdown menu to indicate if the project:

- Advances the jurisdiction’s Complete Streets policy goals
- Not applicable to a Complete Streets policy
- Is exempt from the jurisdiction’s Complete Streets policy because of criteria identified in the following question.

20. COMPLETE STREET EXEMPTUse the dropdown menu to identify one of the following exemption criteria to the Complete Streets policy

- Grandfathered
- User group prohibited by law
- Excessive cost
- Absence of need
- Environmental
- Historic preservation
- Accommodation of user group contrary to jurisdiction/agency policy or plans

21. PROJECT LOCATIONUse this set of fields to **describe the entirety of the project’s physical location**. The fields available will change based on the System and Location Type selected. Use the Conformity Details fields in the next question to define the project for air quality conformity modeling.

a. **SYSTEM**.....Select from the menu to indicate if the project is on:

- Roadway System (Functional Class 1-3, 5)
- Local Street System (Functional Class 4)
- Transit System
- Or none of the above; Non-Infrastructure

b. **ROUTE**.....Identify the Interstate, US or state highway designation from the dropdown menu. The routes have been prepopulated based on the Lead Agency’s jurisdiction and any further county and/or municipalities listed. This field only appears when “Roadways” is selected for System.

c. **LOCATION TYPE**Select the best option to describe the project from the list available. The list is filtered based on the System type.

- Bridge
- Highway Segment
- Interchange
- Intersection
- Not Location Specific
- Point Location

- Various Locations
 - Street Segment
 - Trail/Path Segment
 - Own ROW
 - On Road
- d. ROAD NAME.....Full name of facility; e.g. “Capital Beltway,” “East Street” or “Red Line”. To the extent possible, this field should be limited to actual street names or transit routes.
- e. FROMThe beginning project limit or location of a spot improvement
- f. TO.....Terminal project limit
- g. DISTANCEDistance in miles of the complete project.
- h. MILEPOST BEGIN.....Where available, provide the milepost number closest to the “From” limit
- i. MILEPOST END.....Where available provide the milepost number closest to the “To” terminal limit
- j. LENGTHThis field is calculated based on responses to h and i above.

CONFORMITY INFORMATON

[\[REMOVE LOCATION\]](#)

SYSTEM	ROUTE	LOCATION TYPE	FROM	TO	DIST MILE(S)	BEGIN	END	LENGTH
Roadways	MD 4		MD 2	MD 235		MILEPOST:		0.00
CONFORMITY ID		CONFORMITY NUMBER	AGENCY PHASE ID	IMPROVEMENT TYPE	FACILITY TYPE FROM	FACILITY TYPE TO		
644		MP9B		Construct/Widen	Major Arterial	Major Arterial		
LANES FROM	LANES TO	UNDER CONSTRUCTION	ROW ACQUIRED	PROJECTED COMPLETION YEAR	COMPLETED YEAR			
2	4			2031				

22. CONFORMITY PROJECT SEGMENTS..... If the response to question 6 was “Yes,” then please use this section to provide sufficient detail on how the project should be coded by TPB staff. Multiple segment records may be required to distinguish pieces of the project that have different completion dates, improvement types, changes to number of lanes, etc.
- a-j. LOCATION INFORMATION See the definitions and descriptions for 21 a-j above. If the project is required to be included in the air quality conformity analysis, at least one location segment must be completed, including a duplication of the information in question 21. To add more segments, click “[ADD NEW LOCATION]”.
- k. CON ID Automatically generated unique conformity segment identifier. This field is not editable.
- l. CONFORMITY NUMBER A project code assigned by TPB staff that is used for modeling inputs. This field is not editable by agency sponsors.
- m. AGENCY PHASE ID..... Agencies can use this field to track projects with their own ID systems.
- n. IMPROVEMENT TYPE Pull-down field to identify type of improvement being made to the facility. The following values are available to select from:

- Construct
- Acquisition
- Remove/Close
- Construct/Widen
- Widen
- Expansion
- Implement
- Widen/Upgrade
- Upgrade
- Implementation
- Downgrade
- Realign Intersection
- Relocate
- Installation
- Close
- Widen/Revise Ops

- Reconstruct
- Landscaping
- Complete
- Revise Operations
- Rehabilitate
- Other
- Convert
- Reduce Capacity
- Study
- Modify
- Withdrawn

- o. FACILITY TYPE FROM..... Functional class of facility before improvement
- p. FACILITY TYPE TO..... Functional class of facility after improvement
- q. Lanes From Number of lanes on facility before improvement
- r. Lanes To Number of lanes on facility after improvement
- s. ROW Acquired Right-of-way has been acquired for the facility
- t. Under Construction Construction has begun on the facility
- u. Projected Completion..... Estimated year that the project will be complete
- v. Completed Year Year that the project was completed (open to traffic) or implemented

ENVIRONMENTAL REVIEW INFORMATION

<div style="border-bottom: 1px solid black; padding-bottom: 2px;">Environmental Information</div> <div style="border-bottom: 1px solid black; padding-bottom: 2px;">ENVIRONMENTAL REVIEW DOCUMENT</div>	<div style="border: 2px solid green; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">23</div>	<div style="border-bottom: 1px solid black; padding-bottom: 2px;">ENVIRONMENTAL REVIEW STATUS</div>	<div style="border: 2px solid green; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">24</div>
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- 23. DOCUMENT TYPE.....Type of NEPA documentation required, if any
- 24. REVIEW STATUSCurrent status of any required NEPA documentation

FINANCIAL PLAN INFORMATION

Note: This section is an expansion of the LRTP form question that previously asked agencies to identify the types of funding (federal, state, local, etc.) that were anticipated to be used for the project. To enhance the Financial Plan for Visualize 2045, Update 2022, agencies are asked to provide projected amounts of each funding type and the approximate time frame (or band) of expenditure: the first four years (in the FY 2023-2026 TIP), the next six years (FY 27 – FY 32), or the remaining out-years of the plan (FY 33 – FY 45). This section uses Project InfoTrak’s built-in programming tool which requires a higher degree of specificity on funding years and phase type than agencies are expected to report. See the instructions for the fields below and the example following the instructions for guidance on how to use this section to describe the projected expenditures. If the available data doesn’t provide enough information to complete this level of detail, consult with TPB staff on the best alternate approach.

- 25 a. FFY Use this field to indicate in which of these three bands the various funding types are projected for programming: the first four years (in the FY 2023-2026 TIP) the following six years (2027 – 2032) or the outyears of the plan (2033 – 2045). TPB staff will only report on the funding by band so users may select any fiscal year within each band. For simplicity and consistency, TPB staff recommends selecting the first fiscal year of a band (2023, 2027 or 2033).
- b. FUND TYPE Select the first (or only) type of source that is anticipated to be used to fund the project: federal, state, local, private, bonds, or other. For the purposes of the financial plan and TIP

- District of Columbia-generated funding should be entered as state funding.
- c. AMOUNT (PHASES) To the extent possible, identify the amount of funds (in year-of-expenditure dollars) from this record’s source type to be programmed in the band identified. The financial plan does not analyze funding by project phase. TPB staff recommends that all funding amounts be entered in the “Other” column. The example below explains this further.
 - d. TOTALS The Total column and the Fiscal Year and Grant Total fields are automatically calculated and are not editable.

Financial Plan Example

In the example shown here, the project is projected to be complete in 2028 and cost \$6 million. From its projected revenues, the agency expects to receive \$800,000 per year of a federal formula source, all of which will be directed towards this project until complete. The federal source has an 80/20 match requirement and the agency has budgeted state funds to provide the match.

FFY	FUND TYPE	AC/CP	STUDY	PLANNNG	PE	ROW	CON	UT	OTHER	TOTAL
2023	Federal								3200,000	3,200,000
2023	State	DO NOT USE THESE COLUMNS							800,000	800,000
2027	Federal								1,600,000	1,600,000
2027	State								400,000	400,000
FY 2023									4,000,000	4,000,000
FY 2027									2,000,000	2,000,000
GRAND TOTAL									6,000,000	6,000,000

SCHEDULE INFORMATION

Schedule Information

ESTIMATED PROJECT COMPLETION DATE	26	ACTUAL PROJECT COMPLETION DATE	27	CURRENT IMPLEMENTATION STATUS	28
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- 26. ESTIMATED PROJECT COMPLETION Estimated year that the project will be open to traffic or implemented.
- 27. ACTUAL PROJECT COMPLETION Use this field to indicate the year that the full scope of the project has been opened to traffic or implemented.
- 28. CURRENT IMPLEMENTATION STATUS Indicate the current status of the project using one of the following project milestones or activities:

- Environmental Document/ Pre-Design Phase (PAED)
- Engineering/Plans Specifications and Estimates (PS&E)
- ROW Acquisition
- Bid/Advertise Phase
- Contract/Project Award
- Construction/Implementation Complete Project Open to Use
- First Vehicle/Equipment Delivered
- All Vehicles/Equipment Delivered
- Contract/Project Complete
- Ongoing Operating/Maintenance Project
- Project Cancel
- Project Closeout

- Construction/Project Implementation Begins
- No Project Activity

REGIONAL POLICY & FEDERAL PLANNING FACTOR SUPPORT

The questions in this section address the goals identified in the Regional Transportation Priorities Plan (RTPP) and the TPB's Aspirational Initiatives that were approved as a part of Visualize 2045, and the TPB's concerns about racial equity as outlined in the July 2020 resolution.

- 29. TRANSPORTATION OPTIONSIdentify all travel mode options that this project provides, enhances, supports, or promotes.

- 30. ACCESSIBILITY IMPROVEMENTDoes this project improve accessibility for historically transportation-disadvantaged individuals (i.e., persons with disabilities, low-incomes, and/or limited English proficiency?)

- 31. a. EQUITY EMPHASIS AREAIs this project physically in an Equity Emphasis Area (EEA)
 b. ADDITIONAL EQUITY RESPONSE.....Please provide additional written information that describes how this project further supports or advances equity as described by the TPB July 2020 resolution.

- 32. ACTIVITY CENTERS.....Indicate if the project begins or ends within an activity center, connects two or more centers, and/or promotes non-auto travel within one or more centers
 - a. BEGINS OR ENDS INDoes this project begin or ends in an Activity Center?
 - b. CONNECTSDoes this project connect two or more Activity Centers.
 - c. NON-AUTO TRAVEL WITHINDoes this project promote non-auto travel within one or more Activity Centers.
 - d. E EA-ACTIVITY CENTER CONNECT....Does this project connect an Equity Emphasis Area to an Activity Center?

- 33. MAINTENANCEDoes this project contribute to enhanced system maintenance or preservation?

- 34. OPERATIONSDoes this project reduce travel time on highways and/or transit without building new capacity, (e.g., ITS, bus priority treatments, etc.)

- 35. SAFETY.....Is this project expected to significantly reduce fatalities or injuries among motorists, transit users, pedestrians, and/or bicyclists?

- 36. REDUCE EMISSIONS POLLUTANTSIs the project expected to contribute to reductions in emissions of criteria pollutants, specifically, to attainment of ozone levels consistent with the National Ambient Air Quality Standard (NAAQS)?

- 37. REDUCE GREENHOUSE GASES.....This project expected to contribute to reductions in emissions of greenhouse gases by 50% below 2005 levels by 2030?

38. PROMOTES FREIGHTThis project enhances, supports, or promotes the following freight carrier modes (select all that apply):
- Air
 - Local Delivery
 - Long-Haul Truck
 - Rail
39. PASSENGER CARRIER MODESThis project enhances supports, or promotes the following passenger carrier modes (select all that apply):
- Air
 - Amtrak Intercity Passenger Rail
 - Intercity Bus
40. Aspirational InitiativesPlease check each initiative that is implemented by this project. The aspirational initiatives are:
- Bring Jobs and Housing Closer Together.
 - Expand Bus Rapid Transit and Transitways Regionwide.
 - Move More People on Metrorail.
 - Provide More Telecommuting and Other Options for Commuting.
 - Expand Express Highway Network.
 - Improve Walk and Bike Access to Transit.
 - Complete the National Capital Trail network
41. ADDITIONAL POLICY FRAMEWORKPlease provide additional written information that describes how this project further supports or advances the TPB Aspirational Initiatives, other regional goals, or needs.
42. FEDERAL PLANNING FACTORSThis project supports the following planning factors (select all that apply)
- Emphasize the preservation of the existing transportation system.
 - Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
 - Enhance travel and tourism
 - Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
 - Increase accessibility and mobility of people
 - Increase accessibility and mobility of freight
 - Increases the ability of the transportation system to support homeland security and to safeguard the personal security of all motorized and non-motorized users.
 - Increases the safety of the transportation system for all motorized and non-motorized users.
 - Promote efficient system management and operation.
 - Protect and enhance the environment, promote energy conservation, improve the quality of life and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
 - Support the economic vitality of the metropolitan area especially by enabling global competitiveness productivity and efficiently.

ENVIRONMENTAL MITIGATION

43. ENVIRONMENTAL MITIGATIONSThese potential environmental mitigation activities have been identified for the project (select all that apply)

- Air Quality
- Energy
- Floodplains
- Noise
- Vibrations
- Geology, Soil and Groundwater
- Hazardous and Contaminated Materials
- Socioeconomics
- Surface Water
- Wetlands

CONGESTION MANAGEMENT

The following questions address the federal requirement known as the Congestion Management Process (CMP). Please see www.mwcog.org/CMP for more information. These questions should be answered for every project. In addition, a Congestion Management Process Documentation Form should be completed for each non-exempt project or action proposing an increase in SOV capacity.

44. CONGESTED CONDITIONSDo traffic congestion conditions on this or another facility necessitate the proposed project or program? Check the box if this project is being planned specifically to address congestion conditions and indicate whether the congestion is **recurring** or **non-recurring** from the drop-down menu.

a. OTHER FACILITYIf the congestion is on a different facility, fill in the name of the congested parallel or adjacent route that this project is intended to relieve in the text box provided.

45. CAPACITY INCREASECheck this box if the project will increase capacity on an SOV facility of functional class 1 (limited access highway), 2 (principal arterial) or 5 (grade-separated interchange on limited access highway).The federally-mandated Congestion Management Process requires that alternatives to major highway capacity increases be considered and, where reasonable, integrated into capacity-increasing projects. Except if projects fall under at least one of the exemption criteria listed under part (a), projects in the following categories require a Congestion Management Process Documentation Form:

- New limited access or other principal arterial roadways on new rights-of-way
- Additional through lanes on existing limited access or other principal arterial roadways
- Construction of grade-separated interchanges on limited access highways where previously there had not been an interchange.

a. EXEMPTION CRITERIAIf the box for question 45 is checked, are any of the following exemption criteria true about the project? (Choose one, or indicate that none of the criteria apply):

- The project will not use federal funds in any phase of development or construction (100% state, local, and/or private funding).
- The number of lane-miles added to the highway system by the project totals less than one lane-mile

- The project is an intersection reconstruction or other traffic engineering improvements, including replacement of an at-grade intersection with an interchange
- The project, such as a transit, bicycle or pedestrian facility, will not allow private single-occupant motor vehicles.
- The project consists of preliminary studies or engineering only, and is not funded for construction
- Construction cost for the project is less than \$10 million.
- None of the exemption criteria above apply to this project – a CMP Documentation Form is required. Use the link provided below to download a blank form. Fill this form out per the instructions for that form found later in this section, then upload it under the Documents tab

The TIP Project Description Form Instructions

The fields and instructions for the TIP form are exactly the same as the LRTP form with the exception of the funding program area. Where the LRTP form features data on the financial analysis for Visualize 2045, the TIP form has programming tables for the FY 2023-2026 TIP.

- FFYEnter the federal fiscal year in which the funds are programmed for obligation. You may program funds beyond the window of the current TIP, which will be included in the Grand Total summaries below.
- FUND TYPE.....See the next section for a definition of and links to resources for more information on each funding source.
- AC/CPIf your agency is programming Advanced Construction (AC) funds (state funding to be repaid by another source in the future), please indicate which amounts are AC using this dropdown. If you program, AC funds, you must also program a
- PHASEPlace the programmed funds in the appropriate column depending on which phase they are programmed for:
 - Study
 - Planning
 - PE – Preliminary Engineering
 - ROW – Right of Way Acquisition
 - CON – Construction Reserve for construction of roadway or transit facility infrastructure.
 - UT – Utilities
 - Other – Use for program operations, vehicle or other purchases, construction of maintenance facilities, debt service, or other purposes that don’t comport to one of the phases above.
- TOTALThis is a calculated field, summing the line item.
- GRAND TOTAL BLOCK.....This block provides calculated totals by FFY, source, and a grand total. Note: this provides a running total of all fiscal years, prior to, including, and beyond the program window of the TIP.
- TOTAL PROJECT COST.....Enter the total project cost in the field to the right. This should equal or exceed the amount of funding programmed in the calculated Grand Total field above. If it is less than the programmed amount, the system will present an error message when attempting to submit the TIP description form. If the project cost is equal to the amount programmed (or for perpetual, ongoing maintenance or operational programs), you can check the box on the left, indicating that the estimated total cost is equal to the total programmed amount.

2022 UPDATE TO VISUALIZE 2045 BLANK DESCRIPTION FORM

Administrative Area

1. Adoption/Amendment <input style="width: 90%;" type="text"/>	2. Grouped Project? <input style="width: 90%;" type="text"/> ▼	3. Group Name <input style="width: 90%;" type="text"/>	4. CE ID <input style="width: 90%;" type="text"/>
			5. CMP <input style="width: 90%;" type="text"/> ▼
			6. Model <input style="width: 90%;" type="text"/> ▼

Project Information

7. Project Title

8. Project Description

9. Primary Projec Type

 ▼

10. Lead Agency <input style="width: 90%;" type="text"/>	11. Secondary Agency <input style="width: 90%;" type="text"/>	12. County <input style="width: 90%;" type="text"/>	13. Municipality <input style="width: 90%;" type="text"/>
14. Primary Contact <input style="width: 90%;" type="text"/>	15. Phone <input style="width: 90%;" type="text"/>	16. Email <input style="width: 90%;" type="text"/>	17. URL <input style="width: 90%;" type="text"/>
18. Accommodations <input style="width: 90%;" type="text"/>	19. Complete Street Advance <input style="width: 90%;" type="text"/>	20. Complete Street Exempt <input style="width: 90%;" type="text"/>	
21. Project Location			
a. System <input style="width: 90%;" type="text"/> ▼	b. Route <input style="width: 90%;" type="text"/>	c. Location Type <input style="width: 90%;" type="text"/> ▼	d. Road Name <input style="width: 90%;" type="text"/>
e. From <input style="width: 90%;" type="text"/>	f. To <input style="width: 90%;" type="text"/>	g. Distance <input style="width: 90%;" type="text"/>	h. Milepost Begin <input style="width: 90%;" type="text"/>
			i. Milepost End <input style="width: 90%;" type="text"/>
j. Length <input style="width: 90%;" type="text"/>	k. Bridge # <input style="width: 90%;" type="text"/>	l. # of Locations <input style="width: 90%;" type="text"/>	

Conformity Information

22. Conformity Segments

a. System <input style="width: 90%;" type="text"/> ▼	b. Route <input style="width: 90%;" type="text"/>	c. Location Type <input style="width: 90%;" type="text"/> ▼	
d. Road Name <input style="width: 90%;" type="text"/>	e. From <input style="width: 90%;" type="text"/>	f. To <input style="width: 90%;" type="text"/>	
g. Distance <input style="width: 90%;" type="text"/>	h. Milepost Begin <input style="width: 90%;" type="text"/>	i. Milepost End <input style="width: 90%;" type="text"/>	j. Length <input style="width: 90%;" type="text"/>
k. CON ID <input style="width: 90%;" type="text"/>	l. Conformity Number <input style="width: 90%;" type="text"/>	m. Agency Phase ID <input style="width: 90%;" type="text"/>	
n. Improvement Type <input style="width: 90%;" type="text"/> ▼	o. Facility Type From <input style="width: 90%;" type="text"/>	p. Facility Type To <input style="width: 90%;" type="text"/>	q. Ln From <input style="width: 90%;" type="text"/>
			r. Ln. To <input style="width: 90%;" type="text"/>
s. ROW Acquired <input style="width: 90%;" type="text"/>	t. Under Construction <input style="width: 90%;" type="text"/>	u. Projected Completion <input style="width: 90%;" type="text"/>	v. Completed Year <input style="width: 90%;" type="text"/>

Environmental Review

23. Document Type 24. Review Status

Programming Information

25. LRTP Funding

a. FFY (Band)	b. Fund Type	c. Phases	d. Total
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Schedule Information

26. Estimated Completion Date 27. Actual Completion Date 28. Current Implementation Status

Regional Policy & Federal Planning Factor Support

- 29. This project provides, enhances, supports, or promotes the following travel modes options
- 30. This project improve accessibility for historically transportation-disadvantaged individuals (i.e., persons with disabilities, low-incomes, and/or limited English proficiency)
- 31a. This project is physically located in an Equity Emphasis Area (EEA)
- 31b. Please provide additional written information that describes how this project further supports or advances equity as described by the TPB July 2020 resolution.
- 32a. This project begins or ends in an Activity Center.
- 32b. This project connects two or more Activity Centers.
- 32c. This project promotes non-auto travel within one or more Activity Centers.
- 32d. This project connects an Equity Emphasis Area to an Activity Center?
- 33. This project contributes to enhanced system maintenance or preservation.
- 34. This project is primarily designed to reduce travel time on highways and/or transit without building new capacity (e.g., ITS, bus priority treatments, etc.).
- 35. Is this project expected to significantly reduce fatalities or injuries among motorists, transit users, pedestrians, and/or bicyc
- 36. This project is expected to contribute to reductions in emissions of criteria pollutants, specifically, to attainment of ozone levels consistent with the National Ambient Air Quality Standard (NAAQS).
- 37. This project is expected to contribute to reductions in emissions of greenhouse gases by 50% below 2005 levels by 2030.
- 38. This project enhances, supports, or promotes the following freight carrier modes.
- 39. This project enhances, supports, or promotes the following passenger carrier modes.
- 40. Please check each initiative that is implemented by this project.
- 41. Please provide additional written information that describes how this project further supports or advances the TPB Aspirational Initiatives, other regional goals, or needs.
- 42. Federal Planning Factors: This project supports the following planning factors (select all that apply)

Environmental Mitigation

43. This project has been identified for the following potential environmental mitigation activities.

Congestion Management

- 44. Traffic congestion conditions necessitate the proposed project or program and are
 - 44a. If the congestion is on another facility, please identify it:
 - 45. This project is capacity-increasing and on a limited access highway or other principal arterial
 - 46a. The following exemption criteria are true about the project? (Choose one, or indicate that none of the exemption criteria are true)

Transforming Rail in Virginia Initiative

Transportation Planning Board

November 18, 2020

Jennifer Mitchell, Director
Department of Rail and Public Transportation



Virginia Department of Rail and Public Transportation

Virginia: at the Crossroads of the Mid-Atlantic Rail Network



Virginia's Passenger Rail Network

PASSENGER ROUTES



Virginia State-Supported Services

- Washington-Lynchburg (Route 46)
- Washington-Newport News (Route 47)
- Washington-Richmond (Route 51)
- Washington-Norfolk (Route 50)

Host Railroads

- CSX** - CSX Transportation
- NS** - Norfolk Southern
- BBRR** - Buckingham Branch

● Passenger Station

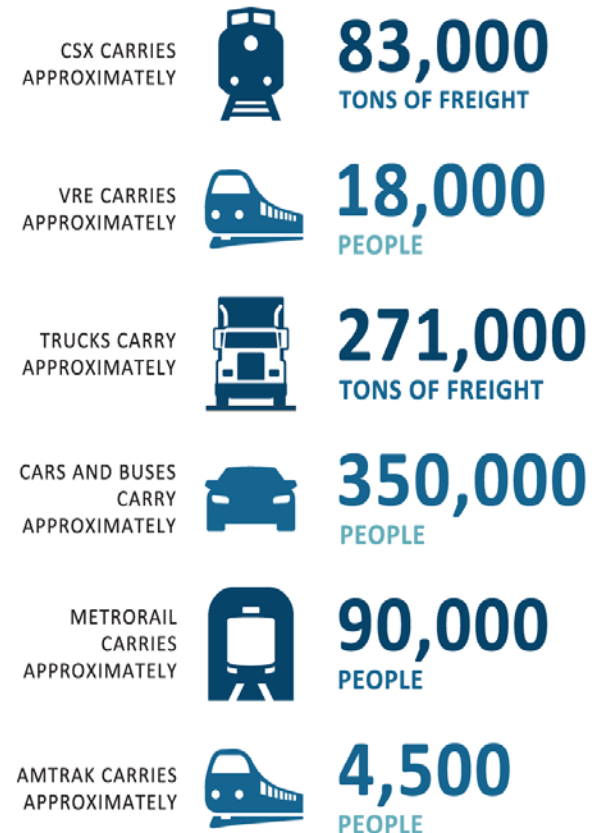
Other Rail Services

- Other Amtrak State-Supported (Carolinian)
- Amtrak Long-Distance
- VRE Commuter Rail System
- - - - Thruway Bus

I-95 Rail Corridor

- VA promotes multimodal solutions to moving people and goods efficiently through transportation corridors
- I-95 Corridor has some of the highest congestion for rail and roadways
 - Over \$12B to add one lane NB/SB
- DRPT and VRE have worked collaboratively with CSX to improve rail capacity
- Increased Amtrak and VRE service has placed more demands on the entire rail network

Daily Traffic in I-95 Corridor



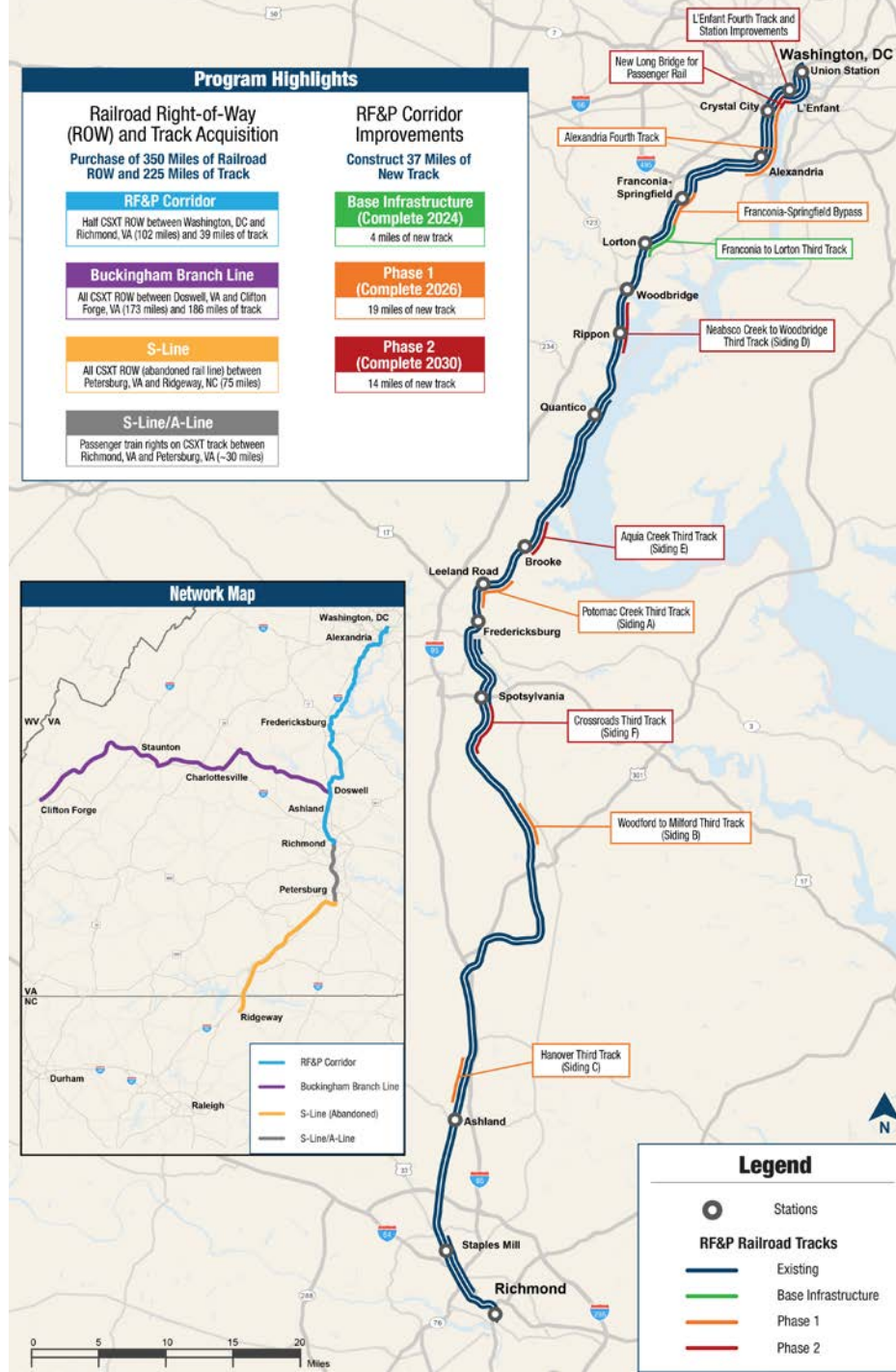
Transforming Rail in Virginia



- On December 19, Governor Northam and CSX announced a **\$3.7B** landmark deal
- Amtrak funding support of 25% of program to begin separating passenger and freight rail in Virginia
- Program will be implemented by new Virginia Passenger Rail Authority

Transforming Rail in Virginia Initiative

- Paradigm shift in rail transportation
 - VA will own active railroad tracks and railroad ROW, and the new Long Bridge
 - Construct and maintain a growing rail network with regional benefits
 - Innovative public/private partnership with VA, Class I Railroad (CSX), Amtrak and VRE



Transforming Rail in Virginia

1 Right of Way/ Track Acquisition

- 350 miles of right of way
- 39 miles of track from Washington to Richmond
- Over 170 miles of track on the east-west Buckingham Branch corridor between Doswell and Clifton Forge
- 75 miles of abandoned track between Petersburg and Ridgeway, North Carolina

2 Infrastructure Upgrades

- Construction of a second Long Bridge and 4th track in the District of Columbia
- 4th track in Arlington and Alexandria
- 3rd track from Franconia to Lorton
- Franconia- Springfield Bypass
- Sidling at Potomac Creek, Woodford-Milford, Hanover, Neabsco, Creek-Woodbridge, Aquia Creek, and Crossroads

3 Additional Service

- Doubling of state sponsored Amtrak service with nearly hour service from Washington-Richmond
- An additional train to Norfolk and mid-day arrive and departure
- A new round-trip service to Newport News
- Increase VRE service by 75 percent along the Fredericksburg line
- Allows future ability to increase Roanoke Amtrak service and VRE Manassas line service

Virginia Passenger Rail Authority

- Created in 2020 General Assembly Session
- Given all powers necessary or convenient for carrying out its statutory purposes, including:
 - Design, build, finance, operate, and/or maintain rail facilities
 - Direct recipient of USDOT Grants
 - Eminent domain powers
- Will own all rail assets and right of way
- Will partner with others to operate passenger and commuter rail service
- Governed by a 15 member Board

**VIRGINIA
IS FOR
RAIL
LOVERS™**

Improving Connectivity in the DMV

- Connects Baltimore, DC, and Richmond with frequent rail service
- Opens up potential for future MARC “Run-Through” service
 - 17,500 weekday trips by 2040
 - Direct access to over 25,000 new jobs
 - Add'l 765,000 within commuting distance
- Improves Regional Bike-Ped Connectivity
 - Roughly 5,800 daily current bike/ped commuters between DC/VA with an annual GRP value of \$970 million
 - By 2040 daily bike/ped commuters will rise by 1,300, contributing an additional \$590 million annually in GRP
- Improve access to affordable housing opportunities outside the region’s core
 - 97,000 moderately priced homes within commuting distance



Sources: Greater Washington Partnership, JBG Smith, MWCOCG, & George Mason University

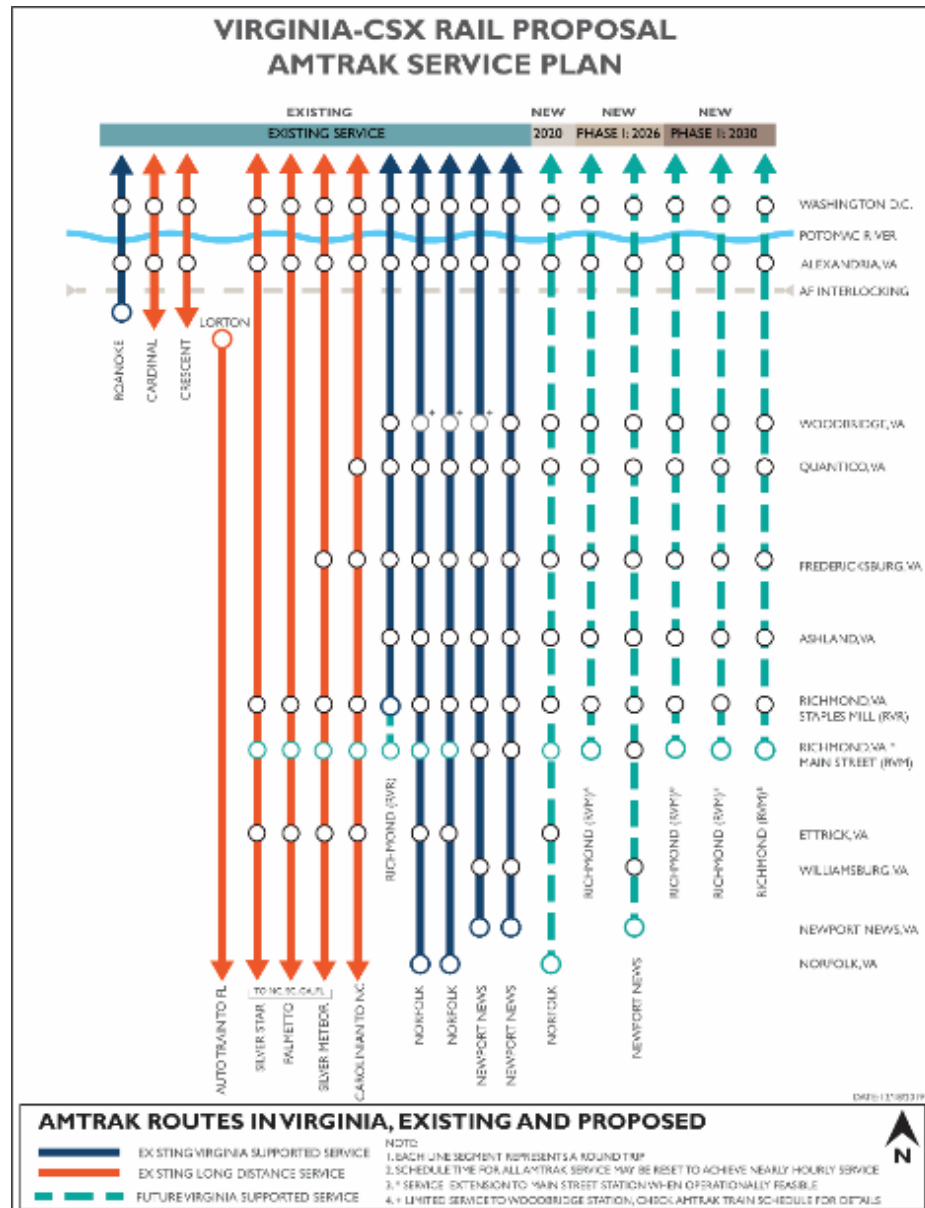
Economic Benefits to the DC Region

- Expanded Long Bridge corridor results in:
 - Nearly \$3 billion in direct construction impacts to VA
 - Direct outlay of \$110.5 million generating \$166.1 million to the regional economy
 - An additional \$6 billion contribution annually to the DC Region by 2040 from rail commuters
 - Over \$50 million in reduced employee turnover costs for employers in the Washington Region by 2040
 - \$17 million in time savings annually for rail users and between \$24-\$59 million for road users by 2040

SOURCE: The Stephen S. Fuller Institute, The Schar School of Policy and Government, George Mason University

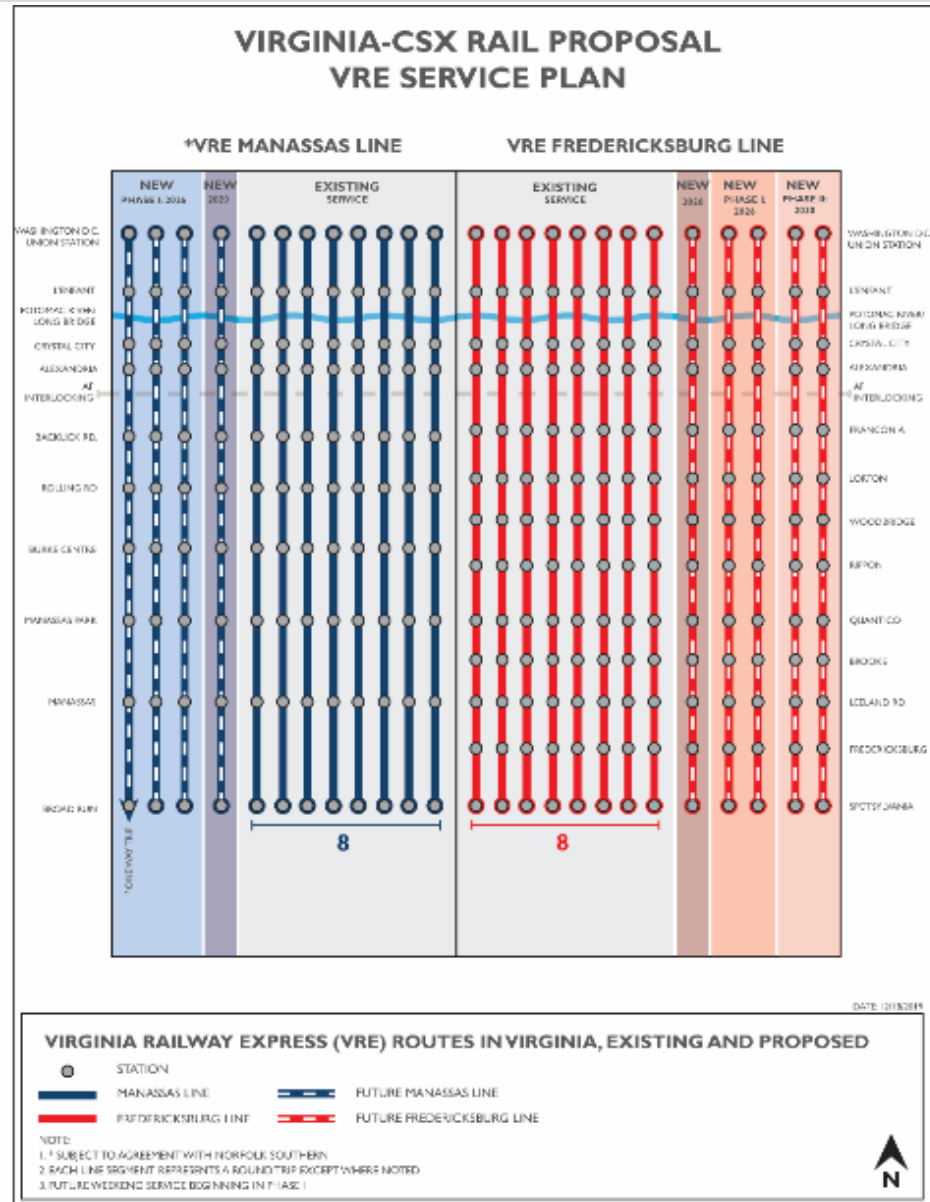
New Amtrak Service Plan

6 additional round-trip trains extending the Northeast Corridor from DC to Richmond and Hampton Roads by 2030



New VRE Service Plan

- Additional Service in I-66 and I-95 Corridors
- 4 additional round-trip VRE trains on the Manassas Line
- 5 additional round-trip VRE trains on the Fredericksburg Line by 2030
- Includes late-night and weekend service



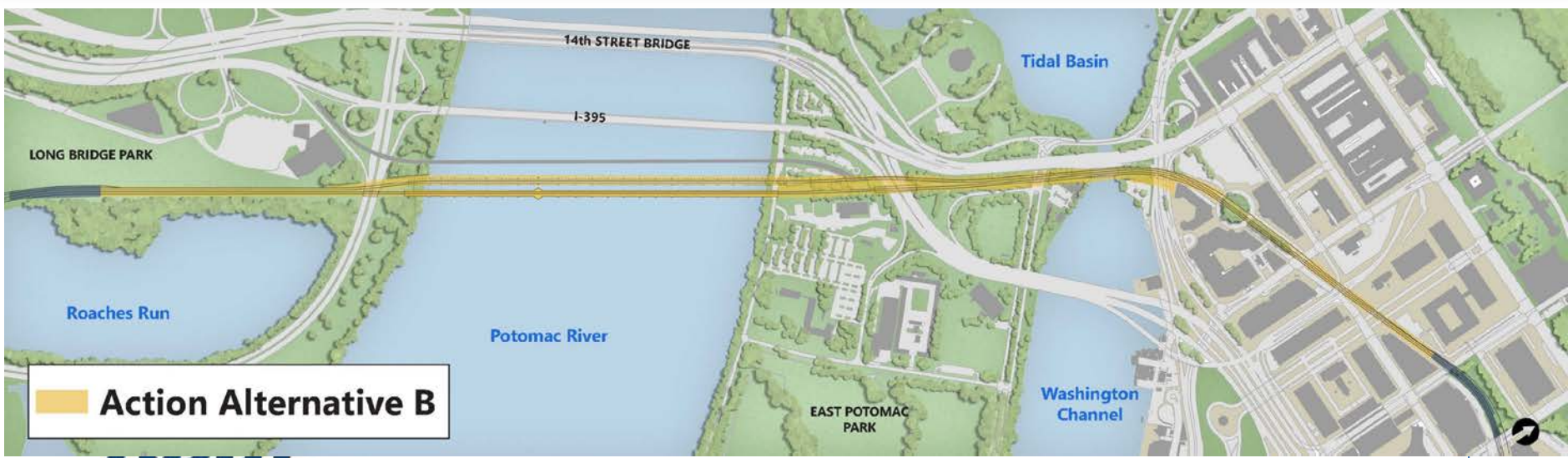
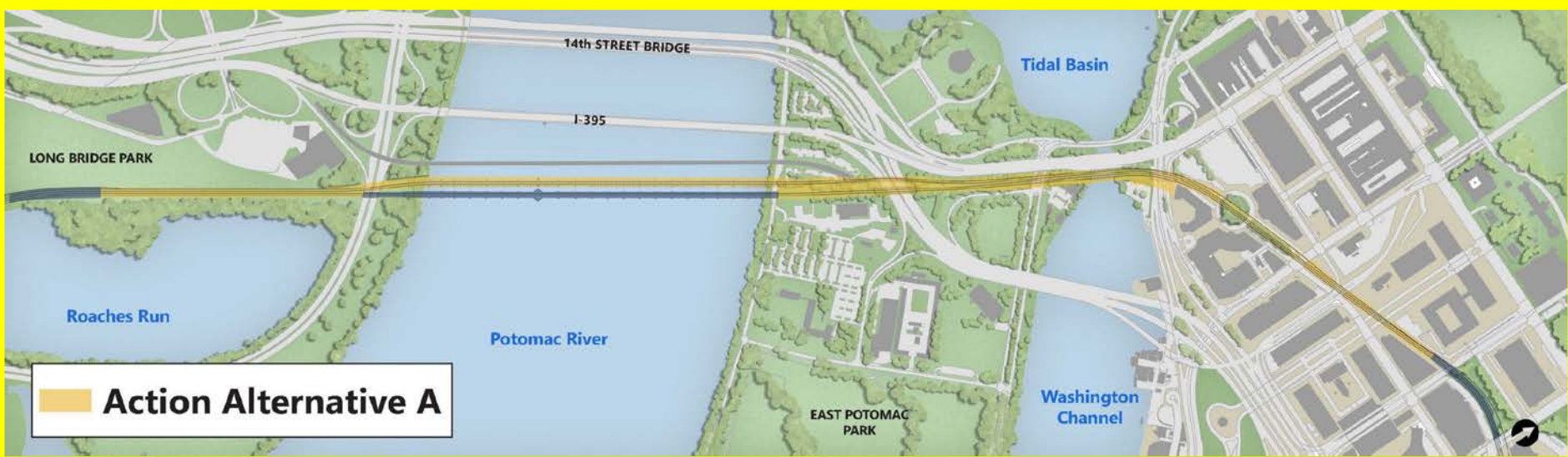
Long Bridge Expansion

- Almost 80 trains a day over a 100-year old 2-track bridge
- 98% capacity during peak hours
- Environmental clearance finalized in September 2020

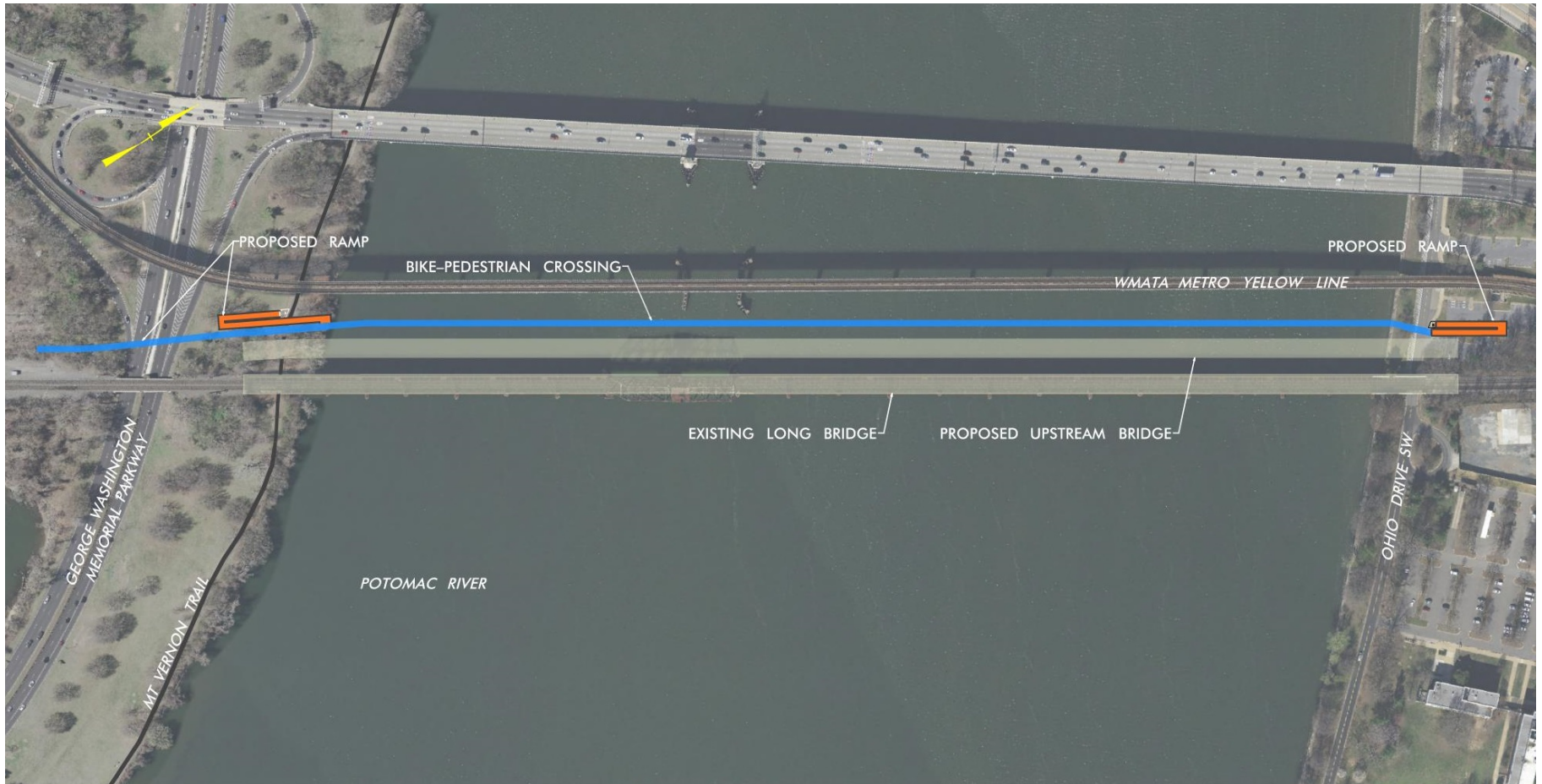
Agreement with CSX needed to move the project forward



Action Alternatives



Bike-Pedestrian Crossing



Independent structure upstream of the new railroad bridge spanning the Potomac River

Project Overview



Long Bridge Corridor

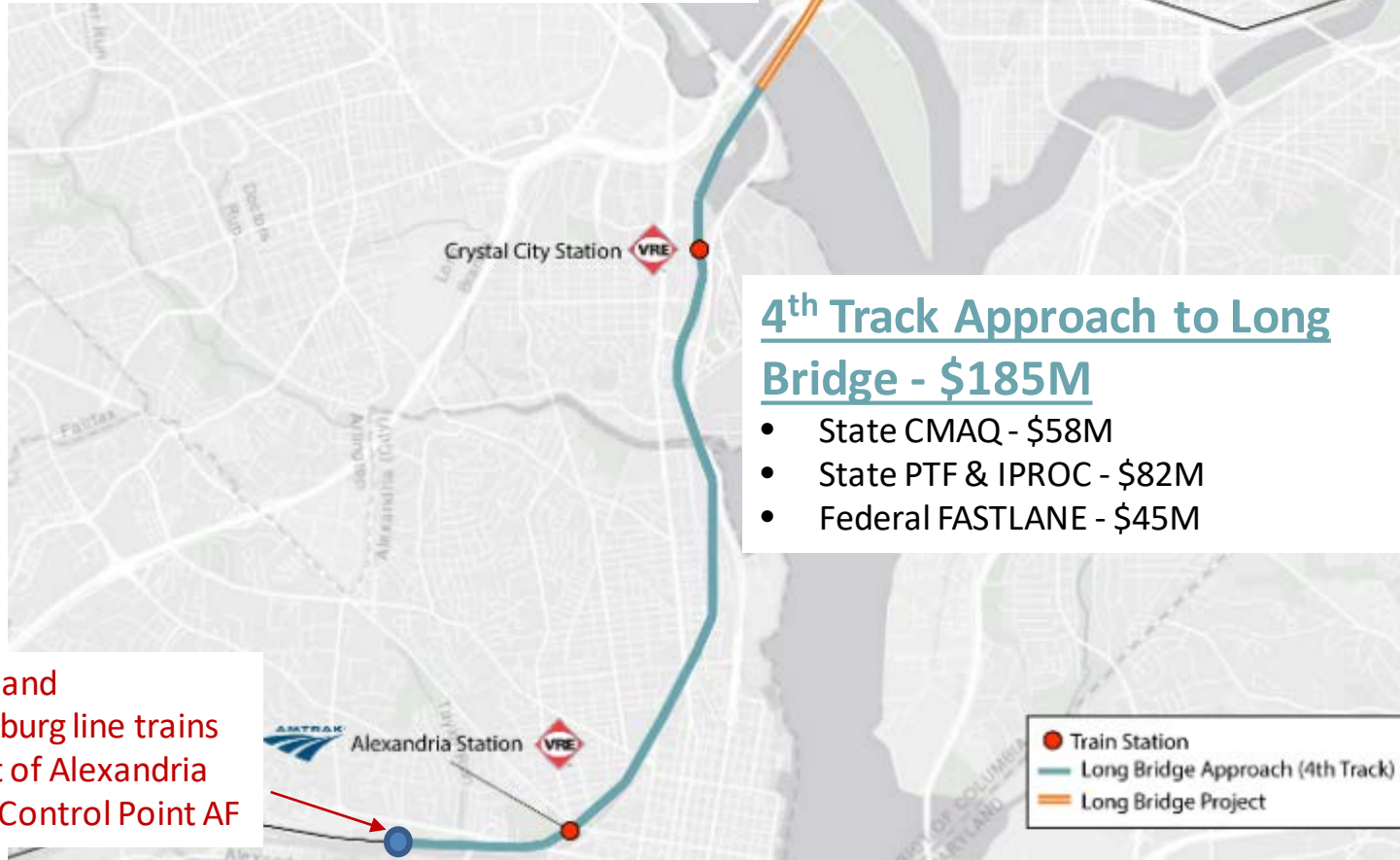
Long Bridge - \$1.9B

- State IPROC & REF in FY20-FY25 SYIP - \$214M
- Funding Plan includes other State, Federal and Regional resources



4th Track Approach to Long Bridge - \$185M

- State CMAQ - \$58M
- State PTF & IPROC - \$82M
- Federal FASTLANE - \$45M



Manassas and
Fredericksburg line trains
meet west of Alexandria
Station at Control Point AF

Current Schedule

- September 2020: ROD for Long Bridge project
- Fall 2020: DRPT Negotiating Definitive Agreements with CSX, Amtrak and VRE
- Begin Preliminary Engineering for Long Bridge: January 2021
- Agreements to be assigned to VPRA: Q1 2021



Future Steps

- Finalizing CSX and Amtrak Agreements
- Mobilizing the VPRA
- Securing Local / Regional Funding Partnerships
- Advancing Engineering and Design of Project Elements



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