

National Capital Region Transportation Planning Board

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M E M O R A N D U M

Technical Committee Item 5a

March 4, 2011

TO: Technical Committee

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

SUBJECT: FY 2011 UPWP Amendments to Include Revised Work Statements
and Budgets

Attached are pages excerpted from the current FY 2011 UPWP indicating changes to the work statements and/or budgets for the following:

- 2.G. Human Service Transportation Coordination: Carryover \$20,000 from \$80,000 allocated for the JARC and New Freedom assessment, which is needed due to the delay in starting the consultant contract in FY 2011. The assessment is scheduled to be complete in September 2011.
- 4.C. Models Development: Carryover \$250,000, which is available due to the deferment of a consultant-assisted effort to support and facilitate the development of an advanced (tour-based/activity-based) travel demand model. Studies sponsored by the Association of Metropolitan Planning Organizations (AMPO) and the National Cooperative Highway Research Program are being finalized to assess the experience and documentation of other MPOs that have experience using these new models. Delaying this effort until FY 2012 will benefit from considering the information collected by these national studies.
- 5.C. Travel Surveys and Analysis: Carryover \$430,000, which will be used to collect household travel survey data from 2,400 households in six specified geographic subareas in the fall of 2011 rather than in the spring.
- 6. Technical Assistance
 - District of Columbia: Include a new project to provide research support to the WMATA governance work group with a \$20,000 budget. Reduce the budget for one project and carryover \$25,000 one project.

- Maryland: Include a new project to provide research support to the WMATA governance work group with a \$20,000 budget, reduce budgets for five planning studies, and carryover \$420,000 for six projects
- Virginia: Include a new project to provide research support to the WMATA governance work group with a \$20,000 budget, change four project budgets, and carryover \$269,600 for four projects

The total FY 2011 funding to be carried over is \$ 1,414,600

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

PROPOSED AMENDMENTS TO THE FY 2011 UPWP

2. COORDINATION AND PROGRAMS

G. HUMAN SERVICE TRANSPORTATION COORDINATION

In 2007 the TPB adopted the Coordinated Human Service Transportation Plan for the National Capital Region ("Coordinated Plan") required under the final USDOT planning regulations to guide funding decisions for the following three FTA programs: 1) Formula Program for Elderly Persons and Persons with Disabilities (Section 5310); 2) Job Access and Reverse Commute for Low Income Individuals (JARC, Section 5316); and 3) New Freedom Program for Persons with Disabilities (Section 5317). The Coordinated Plan describes existing transportation services, unmet transportation needs, strategies to address those needs and priorities for implementation to better serve persons with disabilities, those with limited incomes and older adults. The TPB also serves as the designated recipient for the JARC and New Freedom programs for the Washington DC-VA-MD Urbanized Area. The final regulations also require that the CLRP and TIP shall consider the design and delivery of non-emergency transportation services.

The development and implementation of the Coordinated Plan is overseen by the Human Service Transportation Coordination Task Force. The TPB's Coordinated Plan was updated by the Task Force in 2009 to reflect current unmet transportation needs and was revised to reflect three years of experience with funding JARC and New Freedom projects.

The TPB became the designated recipient of FTA's JARC and New Freedom funds in 2006, and has funded approximately 35 projects to date. The projects are selected based on priorities and selection criteria set in the TPB's Coordinated Plan and by the Human Service Transportation Coordination Task Force. A consultant will be selected to conduct an assessment of the projects funded to date to identify what has worked well and recommend considerations for future project solicitations. The TPB's Coordinated Plan put a priority on funding smaller-scale, pilot projects to test new approaches to improving mobility and independence for people with disabilities, those with limited-incomes and older adults. The assessment will identify the lessons learned from these pilots to share with funding agencies throughout the region.

Proposed work activities include:

- Support the activities of the TPB Human Service Transportation Coordination Task Force, which will oversee the work activities listed below;
- Review lessons learned from previously funded JARC and New Freedom projects
- Conduct an assessment of the JARC and New Freedom projects funded to date to identify lessons learned, and effective and efficient strategies that improve the mobility of special needs populations for the Washington region. This assessment will review other regions' experiences with JARC and New Freedom, including the types of projects funded, and recommend

considerations for future project solicitations.

- Coordinate special meetings on issues such as Medicaid transportation, low-income transportation needs or MetroAccess as requested;
- Develop priority projects for the 2011 solicitation for JARC and New Freedom projects; and
- Coordinate the activities of the coordination task force with the TPB Access For All Advisory Committee and the Private Providers Task Force.

Oversight: Transportation Planning Board

Cost Estimate: ~~\$194,800~~ **\$174, 800**

Products: Priorities for the 2011 JARC and New Freedom Solicitation

An Assessment of JARC and New Freedom Projects in the National Capital Region

Schedule: ~~June, 2011~~ **September 2011**

4. DEVELOPMENT OF NETWORKS AND MODELS

C. MODELS DEVELOPMENT

The Models Development program functions to improve the TPB's travel demand forecasting practice on a continuing basis. The program encompasses short-term improvements to the TPB's existing travel model which can be implemented in short order, as well as longer term improvements that may require several years to become operational. Improvements to the TPB's travel modeling methods are identified on the basis of recommendations from periodic reviews, from special needs identified by the TPB, or from advances emerging from the research community. The Models Development unit supports the TPB's currently adopted regional travel forecasting process model known as the Version 2.2 model. The unit has more recently been working on the development of more refined model as Version 2.3.

During FY 2009, a nested-logit mode choice model and a revised truck model were incorporated into the Version 2.3 travel model on the 2,191-Transportation Analysis Zone (TAZ) system. With the release of the 2007/2008 Household Travel Survey and the new 3,722-TAZ zone system, it was decided to re-calibrate and re-validate the Version 2.3 travel model on the new zone system. This re-calibration process began during FY 2010, with effort focusing on preparatory work needed to develop calibration files, including collection and cleaning of observed data, including the 2007 Household Travel Survey and the 2007 Metrorail Passenger Survey. Other activities conducted in FY 2010 included the use of new geodatabase and application (TPBMAN) to edit and maintain travel model networks, the development of network building and network processing routines to support the Version 2.3 model, and obtaining observed travel time data on freeways (collected by INRIX) for use in examining model performance.

In FY 2011, the Models Development team will complete the calibration, validation, and testing of the Version 2.3 travel on the 3,722 TAZ system by the late fall (ca. November 2010). As part of the validation work, staff will utilize a sample of INRIX-supplied travel speed data with which to compare modeling results. After November 2010, staff will begin toward combining the Version 2.3 model outputs with the EPA mandated MOVES mobile emissions model, in accordance with federal requirements.

The Models Development unit will also support maintenance activities which will promote consensus on modeling issues such as staffing support of the Travel Forecasting Subcommittee (TFS). The TFS provides direct oversight to the TPB's development activities and serves as the primary forum for local transportation agencies and consultants to discuss travel modeling needs and improvements.

Research and information sharing activities are necessary to ensure that the best practices are recognized and to keep TPB staff abreast of emerging models development areas. In recent years, TPB has retained a consultant to perform a scan of best modeling practice across the U.S. and to provide focused research on technical areas relating to travel modeling practice. This consultant-assisted effort will be maintained during FY 2011. The TPB has played a leadership role in the establishment of a national technical committee comprised of MPO modeling practitioners across the U.S. in cooperation with the Association of Metropolitan Planning Organizations (AMPO). The committee, known as the AMPO Travel Modeling Work Group, has been established to promote information sharing regarding travel forecasting methods being used in practice and to develop guidelines for acceptable practice. TPB will continue its participation with the AMPO committee during FY 2011. Finally, TPB staff will continue to participating in relevant organizations and activities that promote understanding regarding best practices, such as the Transportation Research Board (TRB), the Travel Modeling Improvement Program (TMIP), the Federal Transit Administration (FTA) guidelines on modeling for New Starts, the Institute of Transportation Engineers (ITE), Citilabs and other vendors of travel demand forecasting software.

~~During FY 2011, TPB staff plans to initiate a multi-year consultant contract to begin the development of more advanced travel forecasting methodology for the Washington, D.C. region. Advanced methods emerging from research (i.e., tour-based or activity-based travel models) have been promoted by the academic community but have not yet been broadly embraced by MPOs. An incremental development approach will be taken, paying attention to the experiences of the few agencies who have gained experience in the development and application of advanced travel models.~~

Oversight:	Travel Forecasting Subcommittee
Cost Estimate:	\$1,071,200 \$150,000 carryover from FY 2010 \$1,221,200 total \$971,200
Products:	Updated travel models; documentation of models development activities; and recommendations for continued updating of the travel demand modeling process.

5. TRAVEL MONITORING

C. TRAVEL SURVEYS AND ANALYSIS

Household Travel Survey

In FY 2010, a public release version of the 2007/2008 Regional Household Travel Survey data was produced for use in several important TPB planning activities and for use by TPB participating agencies in their transportation planning activities. Staff provided household travel survey data to TPB participating agencies and their contractors for various planning studies and answered their specific questions about the household travel survey data. Staff also provided these users with additional technical documentation and assistance in the use and analysis of these survey data files. Under this work item in FY 2011, staff will continue to support users of 2007/2008 Regional Household Travel Survey. ~~Further, it is proposed that new household travel survey data be collected from 1,200 to 2,400 households in focused geographic subareas of the region to permit more intensive analysis of specific growth and transportation issues.~~ **Further, staff will develop a customized survey design and procure a consultant to collect new household travel survey data from 2,400 households in the fall of 2011 and from an additional 2,400 households the spring of 2012 in focused geographic subareas of the region.** This proposed additional data collection is in response to the need expressed by local jurisdiction users of the household travel survey to have additional household samples in smaller geographic subareas to analyze specific aspects of daily travel behavior in these smaller geographic areas.

The following work activities are proposed for FY 2011:

- Provide data, documentation, and technical support to users of 2007/2008 Regional Household Travel Survey. Update of survey data files and user documentation as required.
- Continue to mine data collected in the 2007/2008 Regional Household Travel Survey to support analysis of regional growth and transportation issues of topical interest to the members of the TPB. Prepare information reports on various aspects of daily household and vehicle travel in the TPB modeled area.
- **Develop a customized survey design to collect household travel survey data from 2,400 households in the fall of 2011 and from an additional 2,400 households the spring of 2012 in specified focused geographic subareas of the region. Procure the services of a qualified survey consulting firm to conduct the household travel survey data collection.**
- **Work with local jurisdiction planning staff to develop the sampling plan and survey materials to be used in the fall 2011 household travel survey data collection in the following geographic subareas of the region: (1) the 14th St NW Corridor in DC from (Massachusetts Ave NW to N. of Florida**

Ave NW) (2) the White Flint area in Montgomery County (3) the Purple Line International Corridor in Montgomery and Prince George's County (University Blvd from S. of I-495 to Adelphi Rd) (4) the Largo area in Prince George's County (5) the City of Frederick, MD (6) the Reston area in Fairfax County and (7) the Woodbridge area in Prince William County. These seven focused geographic subareas represent a range of area types for comparison of differences in household travel characteristics and behavior. Such differences would include variations in household vehicle ownership, daily household vehicle miles of travel (VMT) and daily trips by auto, transit, bicycling and walking.

~~The six focused geographic subareas selected for more intensive analysis will be dispersed geographically and represent a range of area types for comparison of differences in household travel characteristics and behavior. Such differences would include variations in household vehicle ownership, daily household vehicle miles of travel (VMT) and daily trips by auto, transit, bicycling and walking. Potential geographic subareas to be surveyed could include areas such as: (1) Federal Center/Southwest/Navy Yard in DC (2) White Flint in Montgomery County (3) Largo and the Purple Line International Corridor in Prince George's and Montgomery Counties (4) City of Frederick, MD (5) Reston, VA and (6) Woodbridge, VA.~~

Oversight: Travel Forecasting Subcommittee

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

Product: Maintenance of Travel Survey Data and Documentation, Household Travel Survey Analyses, Information Reports and Technical Memorandum, Travel Survey Data Files for Additional Households
Household Travel Survey Design and Sampling Plan

Schedule: June 2011

V. TECHNICAL ASSISTANCE

A. DISTRICT OF COLUMBIA

Program Development, Data Requests and Miscellaneous Services

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

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

Cost Estimate: \$22,300
\$3,750 carryover from FY 2010
~~\$30,050 total~~ **\$10,050**

Product: specific scopes of work

Schedule: on-going activity

Truck and Bus Restriction Sign Survey — Phase I

~~The purpose of this project is to begin data collection phase of an inventory of current, on-street truck and bus restriction signs within the District of Columbia. The inventory should include the block location, truck restriction sign location, type of signage, and the borders of the restricted area for each sign. Staff will collect this data and a digital image of each truck and bus restriction sign. Each sign's GPS coordinates will be recorded to produce a GIS layer allowing DDOT to show the point locations of the truck and bus restriction signs on a map with requested data in the comments section for each loading zone.~~

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

~~Product: Data~~

~~Schedule: September 2010~~

Research Support to the WMATA Governance Work Group

On January 10, 2011, Virginia Governor Bob McDonnell, Maryland Governor Martin O'Malley and District of Columbia Mayor Vincent Gray announced an implementation plan and schedule that presented actions to be taken by the Signatories and the WMATA Board to address WMATA's governance problems. They created a Governance Work Group (GWG) to implement some of these actions, with appropriate input from appointing authorities, local jurisdictions and stakeholders. The GWG is required to report back to the Governors and Mayor by July 10, 2011. The GWG approached the TPB to request research support for four of the seven initial tasks outlined in Action Item #2 of the implementation plan. Under this work task, DTP staff will review and document research findings from the relevant literature and from the practices of peer agencies regarding the following four topics:

- **The roles and responsibilities of the board and chair.**
- **Public input processes in board decision-making.**
- **The board's focus on high-level policy and its capacity to act as a regional body.**
- **The appointment of board members. (The GWG is tasked with recommending a coordinated process for appointing board members with**

an appropriate mix of attributes and qualifications, including staggered terms and a uniform compensation policy.)

Cost Estimate: \$20,000

Products: Documentation of research findings

**Schedule: Draft research findings – May 2011
Final research findings – June 2011**

TOTAL DISTRICT OF COLUMBIA COST ESTIMATE: \$312,300
\$88,750 carryover from FY 2010
~~\$405,050 total~~ **\$380,050**

B. MARYLAND

Miscellaneous Services

The miscellaneous account is a mechanism established to address requests from MDOT, SHA, MTA, MdTA and local jurisdictions, which are too small or too short-lived to warrant separate work scopes. Authorizations to execute specific tasks are usually given by email or fax; this is particularly useful for quick turnaround. Past work has included requests for electronic data files, hard copy, or plots from any of the planning work activities at COG. Other requests have included participation in technical review committees and task forces and execution of small technical studies.

Cost Estimate: ~~\$121,000~~ **6,000**

Schedule: On-going activity

MDOT Training / Technical Support

As part of technical assistance work activities in previous years staff installed the regional travel demand modeling process in the offices of SHA's Travel Forecasting Section. Staff has subsequently worked with SHA in executing alternatives at the regional level and has provided staff training to both SHA and MTA staff members.

As part of these work activities, staff updates the transportation networks, land activity data files and travel demand models in SHA's offices to reflect the latest regional data files and modeling procedures. Staff will continue to work with SHA and MTA staff to apply these modeling procedures and to provide specific project assistance as requested under categories of: project planning, feasibility studies in selected corridors, and other planning studies. Staff also reviews and provides comment on milestone documentation reports, e.g., draft environmental impact statements, alternatives retained for detailed study, for various project planning studies in Maryland.

Cost Estimate: ~~\$50,000~~ **10,000**

Product: Technical memos

Schedule: On-going activity

MTA – Corridor Cities Transitway / Purple Line Transit Studies

FY2010 activities in this area included the air quality conformity assessment of the Purple Line as an element of the 2009 CLRP. Many of the other activities on the two project planning studies have been conducted by consultants to the Maryland MTA. This project is designed to continue overall support to MTA and to provide technical support to MTA's consultants, including application of the primary travel demand models (assistance with development of model inputs, execution and evaluation of model outputs), incorporation of new transit analysis at the corridor level, and evaluation of results.

Cost Estimate: ~~\$50,000~~ **20,000**

Product: Subarea / corridor data

Schedule: June 2011

Project Planning / Feasibility Studies

This project provides funding throughout the fiscal year as needed to support the above listed project planning / feasibility study activities, and to continue specific research activities begun in FY2008, such as analysis of truck travel. Work efforts may supplement ongoing corridor / subarea studies, such as the above-listed Capital Beltway and I-270, as well as the initiation of new planning studies, ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities. Additional project authorizations may occur throughout the fiscal year as priorities dictate.

Cost Estimate: \$100,000
\$60,000 carryover from FY 2010
\$160,000 total **130,000**

Product: Facility / Subarea / Corridor data

Schedule: June 2011

Traffic Impacts

~~This project is designed to assess on a comprehensive scale the transportation impacts of development, through the analysis of such development at the local, subarea, corridor and regional levels. Different methods and evaluation criteria may be employed at each level of analysis to appropriately consider such impacts, ranging from delay at intersections for localized studies, to travel modeling and aggregate systems level impacts for larger projects. Study elements will be detailed in conjunction with SHA staff.~~

~~Cost Estimate: \$95,000 carryover from FY 2010~~

~~Product: Technical reports~~

Project Evaluation

~~Maryland SHA requires quantified results on system performance benefits in order to compare the relative merits of individual projects proposed for implementation or for use in refining the Maryland Highway Needs Inventory. Such results will assist in determining priorities among the projects to maximize the benefits of the transportation planning and programming process. Specific level of service, travel delay, and mobility criteria will be defined and estimated at the appropriate local, subarea, corridor and / or regional levels to enable a consistent assessment of specified projects.~~

~~Cost Estimate: \$40,000 carryover from FY 2010~~

~~Product: Technical memo~~

~~Schedule: June 2011~~

Monitoring Studies

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

~~Cost Estimate: \$45,000 carryover from FY 2010~~

Statewide Travel Demand Model

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

Cost Estimate: \$50,000 **\$5,000**

Product: Technical memos

Schedule: June 2011

Research Support to the WMATA Governance Work Group

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- **The roles and responsibilities of the board and chair.**
- **Public input processes in board decision-making.**
- **The board's focus on high-level policy and its capacity to act as a regional body.**

- The appointment of board members. (The GWG is tasked with recommending a coordinated process for appointing board members with an appropriate mix of attributes and qualifications, including staggered terms and a uniform compensation policy.)

Cost Estimate: \$20,000

Products: Documentation of research findings

**Schedule: Draft research findings – May 2011
Final research findings – June 2011**

TOTAL MARYLAND COST ESTIMATE: \$646,000
\$240,000 carryover from FY 2010
~~\$886,000 total~~ **\$466,000**

C. VIRGINIA

Miscellaneous Services

This work element provides VDOT and DRPT with the ability to undertake limited scope studies and / or data gathering activities identified during their FY 2011 regional and sub-regional planning activities. The miscellaneous services account is also a mechanism established to address requests that are too small or too short-lived to warrant separate work scopes. Authorizations to execute specific tasks are usually given by fax; this is particularly useful for quick turnaround. Work items include: requests for hard copy documents, plots, tape, or diskettes of data from any of the planning work activities at COG, participation in technical review committees and tasks forces, and execution of small technical studies.

Cost Estimate: \$43,000 **\$13,000**

Product: scopes of work, documents, plots

Schedule: on-going activity

Travel Forecast Model ("B-node model") Support

~~Support the development and testing of local jurisdiction travel forecast models by overlaying COG's regional model network over the local networks to identify the resulting centroid connectors to code, and then code the centroid connectors. VDOT will compare model results with observed ground counts.~~

~~Cost Estimate: \$31,000
\$39,000 carryover from FY 2010
\$70,000 total~~

~~Product: study report with recommendations~~

~~Schedule: complete work by June 30, 2011~~

Data Mine State of the Commute Survey

Conduct in-depth analysis of the "State of the Commute" survey for the Northern Virginia jurisdictions **and the regional household travel survey**. Gather input from the local TDM programs to provide data/reports for their specific needs, provide additional cross tabs not provided by the MWCOG reports such as comprehensive demographic analysis, local jurisdictional and regional trend analysis, and recommendations on how to improve local northern Virginia programs as well as the regional Commuter Connections program and products.

Cost Estimate: \$ 50,000 carryover from FY 2010

Product: Analysis results and reports

Schedule: June 2010

TransAction 2040 Plan Support

The Northern Virginia Transportation Authority (NVTA) is updating its regional long range transportation plan (TransAction 2030). While consultant support to local jurisdiction technical staff will be available, there may be specific tasks on which COG staff support may be sought. Examples of such tasks are attending product output meetings with the consultant team and the TransAction 2040 Subcommittee, attending public workshops, providing input on draft documents, and providing modeling support (primarily regarding the TPB regional conformity model). These tasks will be coordinated with COG staff as they are identified.

Cost Estimate: \$ 50,000
 \$14,000 carryover from FY 2010
 ~~\$64,000 total~~ **\$20,000**

Product: Technical support as requested

Schedule: June 2011

High Occupancy / Toll (HOT) Lane Traffic Analyses

As requested by the Commonwealth, DTP staff will perform traffic analyses of proposed I-95 / 395 HOT lane projects in order to assist decision-makers in evaluating the impacts of the proposed HOT lanes. The DTP analysis will consider transit improvements (including commuter lots and expanded bus service).

Cost Estimate: **\$15,000**
 \$ 50,000 carryover from FY 2010
 \$65,000 total

Products: Analysis results

Schedule: Fall 2010 or Spring 2011

Internal NoVA Planning Database

~~Based on coordination with VDOT staff, develop a user friendly searchable database that will operate on VDOT's internal computer network. The database will contain TPB resolutions, TIP amendments, commuter parking lot data, bike & pedestrian facility data, study synopses, and other "products" from staff work. The goal for this task is to provide a single, easy to use computer site that staff can use to quickly find information generated by other staff members.~~

~~Cost Estimate: \$30,000~~

~~Product: Searchable database with "user's manual"~~

~~Schedule: Completion by June 30, 2011~~

Other tasks yet to be defined

Other tasks are anticipated that have not yet been fully defined. These include tasks that may be desired by DRPT or VDOT staff. The tasks will be scoped in advance of the TPB adoption of the FY11 UPWP.

Cost Estimate: ~~_____ \$ 29,600~~
~~_____ \$46,000 carryover from FY 2010~~
~~_____ \$75,600 total~~

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Cost Estimate: \$20,000

Products: Documentation of research findings

Schedule: Draft research findings – May 2011
Final research findings – June 2011

TOTAL VIRGINIA COST ESTIMATE: \$513,600
\$274,000 carryover from FY 2010
~~\$787,600 total~~ **\$518,000**